

Notice of Board Meeting

Date: September 23, 2021

To: W. Edward Walldroff
Robert Aliasso
Kent Burto
John Jennings
Gregory Gardner
Paul Warneck
William Johnson
Lisa L'Huillier
Christine Powers
Robert Aiken

From: Chairman David Converse

Re: Notice of Board of Directors' Meeting

The Jefferson County Local Development Corporation will hold their monthly Board Meeting on **Thursday, October 7, 2021 at 8:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

The live stream link will be available at www.jcida.com.

Please confirm your attendance with Peggy Sampson pssampson@jcida.com at your earliest convenience.

pss

c: David Zembiec, CEO
Marshall Weir
Lyle Eaton
Jay Matteson
Justin Miller, Esq.
Media

BOARD MEETING AGENDA
Thursday, October 7, 2021 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – September 9, 2021**
- V. Treasurer’s Report – September 30, 2021**
- VI. Committee Reports**
 - a. Nominating Committee**
 - b. Alternative Energy Committee**
 - c. Building and Grounds Committee**
- VII. Council Reports**
 - a. Jefferson County Agricultural Development**
 - b. Manufacturing**
 - c. Marketing**
- VIII. Unfinished Business**
- IX. Counsel**
- X. New Business**
- XI. Adjournment**

Jefferson County Local Development Corporation
Board Meeting Minutes
September 9, 2021

DRAFT

The Jefferson County Local Development Corporation held their board meeting on Thursday, September 9, 2021 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: David Converse, Chair, John Jennings, Gregory Gardner, W. Edward Walldroff, William Johnson, Paul Warneck, Robert E. Aliasso, Jr., Rob Aiken, Christine Powers, Lisa L'Huillier

Excused: Kent Burto

Absent: None

Also Present: Brendan Straub (Channel 7 News), Craig Fox (Watertown Daily Times)

Zoom: Justin Miller, Esq.

Staff Present: David Zembiec, Lyle Eaton, Peggy Sampson, Marshall Weir, Jay Matteson, Joy Nuffer

- I. **Call to Order:** Mr. Converse called the meeting to order at 8:00 a.m.
- II. **Pledge of Allegiance**
- III. **Privilege of the Floor:** Mr. Converse invited guests to speak. No one spoke.
- IV. **Minutes:** Minutes of the regular meeting held August 5, 2021 were presented. A motion to approve the minutes as presented was made by Mr. Aliasso, seconded by Ms. Powers. All in favor. Carried.
- V. **Treasurer's Report:** Mr. Aliasso reviewed the financials for the period ending August 31, 2021. Mr. Aliasso noted that we are 11 months completed and will likely exceed our revenue budget. He said that all loans are current. A motion was made by Mr. Aliasso to accept the financial report as presented, seconded by Mr. Warneck. All in favor. Carried.
- VI. **Committee Reports:**
 - a. **Finance Committee** – Mr. Jennings said that the committee met on August 24th to review and discuss the proposed budget. He said that there was an adjustment to remove the HAB Grant amount since CITEC will handle it moving forward. He noted that wages are down since Don Alexander retired, and we did not backfill the marketing director position when Mr. Weir was moved up to Deputy CEO. He said that there will be discussion in the future for a new staff member.
 - i. **2021-2022 Budget** – A motion was made by Mr. Jennings to adopt the proposed budget, seconded by Mr. Walldroff. All in favor. Carried.
 - b. **Alternative Energy Committee** – Mr. Johnson said the committee has not met recently. Mr. Warneck said that he recently attended a webinar for the State's assessment on formulas for the uniform methodology. He said that he used the draft calculations and concluded that it pushes out higher values (even more than we use). He said that he would like to discuss it further at an energy committee meeting once its finalized.

DRAFT

- c. **Building and Grounds Committee** – No report.

VII. Council Reports:

- a. **Ag** – Mr. Matteson said that he is working with a farm for a potential rail project. He said that planning for the 2022 annual conference has started. He said that he continues to assist with dairy farm projects and meat processing.

Mr. Matteson said that he would like to attend the next energy committee meeting to discuss decommissioning plans on ag land and the concerns of the Ag Farmland Protection Board. Mr. Warneck commented that decommissioning is the biggest issue whether it's on ag land or not.

- b. **Manufacturing** – Mr. Zembiec said that there is nothing new to report.
- c. **Marketing** – Mr. Weir noted that Manufacturing Day is fast approaching, mentioned the upcoming NYSEDC conference that will largely focus on workforce, energy, etc., and the CLEAR program meeting to be held September 21st. He said that the 146 Arsenal Street facility has been cleared out and is ready for demolition.

VIII. Unfinished Business: None.

IX. Counsel: None.

X. New Business: None.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Aliasso, seconded by Mr. Warneck. All in favor. The meeting adjourned at 8:27 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Income Statement for the Twelve Month Period Ending September 30, 2021

Prepared by Joy Nuffer, September 29, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 662,665.00	662,664.96	\$ 55,222.08	55,222.08	0.04
JC Grant Marketing	275,400.00	275,400.00	22,950.00	22,950.00	0.00
JC Grant Ag Program	138,720.00	138,720.00	11,560.00	11,560.00	0.00
RLF Interest Income	30,000.00	27,359.40	2,015.56	2,529.04	2,640.60
Grant Income NYS	0.00	42,569.79	0.00	0.00	(42,569.79)
Interest Income	3,500.00	1,258.31	0.00	119.02	2,241.69
Late Fee	0.00	93.71	64.68	0.00	(93.71)
Grant Income NYS-HAB	15,000.00	6,059.00	0.00	0.00	8,941.00
Miscellaneous Income	20,000.00	35,859.93	2,481.54	2,635.28	(15,859.93)
AG Conference	8,650.00	0.00	0.00	0.00	8,650.00
Dairy Parade	0.00	6,150.00	0.00	0.00	(6,150.00)
Total Revenues	1,153,935.00	1,196,135.10	94,293.86	95,015.42	(42,200.10)
Expenses					
Salaries	580,168.00	517,046.74	54,716.37	37,388.78	63,121.26
Benefits	242,474.00	204,680.07	16,279.24	14,681.07	37,793.93
Operations					
Marketing Program	366,798.00	316,415.52	23,318.10	27,410.45	50,382.48
AG Program	197,302.00	191,690.01	18,005.96	15,953.08	5,611.99
Office Expense	19,000.00	11,536.25	381.81	924.67	7,463.75
Payroll Processing	1,900.00	3,459.62	395.59	250.66	(1,559.62)
Office Rent	17,753.00	17,752.44	1,479.37	1,479.37	0.56
Project Loan Rent	55,943.00	55,942.44	4,661.87	4,661.87	0.56
Office Cleaning	9,000.00	10,582.96	904.58	868.08	(1,582.96)
Telephone	7,000.00	7,428.56	479.46	618.67	(428.56)
Equipment Rental	3,500.00	4,611.14	237.33	0.00	(1,111.14)
Equipment Maintenance	5,000.00	4,114.68	90.00	972.00	885.32
System Maintenance	2,500.00	2,573.40	214.45	214.45	(73.40)
Electric Service	3,000.00	4,046.86	0.00	572.61	(1,046.86)
Gas Service	3,000.00	1,419.48	0.00	24.52	1,580.52
Manufacturers Workshop	2,500.00	0.00	0.00	0.00	2,500.00
Business Support	5,000.00	5,000.00	0.00	0.00	0.00
Manufacturing Day	1,000.00	0.00	0.00	0.00	1,000.00
Workforce Development	2,500.00	0.00	0.00	0.00	2,500.00
Safety Training	15,000.00	0.00	0.00	0.00	15,000.00
Travel/Promotion/Meals	7,500.00	1,351.77	72.02	76.98	6,148.23
Staff Training & Seminars	3,000.00	195.00	0.00	0.00	2,805.00
Depreciation Distillery Equip.	3,536.00	5,072.41	0.00	0.00	(1,536.41)
Depreciation F&F	5,134.00	12,593.85	1,256.70	1,256.70	(7,459.85)
Board Functions	0.00	28.06	0.00	0.00	(28.06)
Dues & Publications	7,500.00	7,175.00	500.00	0.00	325.00
Legal Unrestricted	1,000.00	180.00	0.00	0.00	820.00
Accounting & Auditing	7,200.00	6,150.00	0.00	0.00	1,050.00
CEDS Update	7,500.00	0.00	0.00	0.00	7,500.00
Fees Expense	300.00	335.00	0.00	0.00	(35.00)
Grant Expense NYS-HAB	15,000.00	5,740.00	0.00	1,960.00	9,260.00
Covid Grant	0.00	7,500.00	2,500.00	0.00	(7,500.00)
Reallocated Program Expenses	(444,574.00)	(447,233.50)	(40,423.10)	(36,352.89)	2,659.50
Miscellaneous - Unrestricted	501.00	0.00	0.00	0.00	501.00
Total Operations	1,153,935.00	957,387.76	85,069.75	72,961.07	196,547.24
Total Revenue	1,153,935.00	1,196,135.10	94,293.86	95,015.42	(42,200.10)
Total Expenses	1,153,935.00	957,387.76	85,069.75	72,961.07	196,547.24
Net Income Over Expenditures	\$ 0.00	238,747.34	\$ 9,224.11	22,054.35	(238,747.34)

For Internal Use Only

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**AG Program Expense Statement for the Twelve Month Period Ending September 30, 2021**

Prepared by Joy Nuffer, September 29, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
AG Annual Meeting	\$ 5,000.00	0.00	\$ 0.00	0.00	5,000.00
AG Office Expense	1,000.00	1,036.21	0.00	43.17	(36.21)
AG Advertising	4,000.00	1,814.88	0.00	0.00	2,185.12
AG Printed Material	1,000.00	0.00	0.00	0.00	1,000.00
AG Membership/Dues	400.00	99.00	0.00	0.00	301.00
AG Business Attraction	3,500.00	0.00	0.00	0.00	3,500.00
AG Subscriptions	200.00	0.00	0.00	0.00	200.00
AG Travel/Meals/Lodging	4,000.00	250.02	111.86	86.02	3,749.98
Dairy Parade	0.00	10,604.90	0.00	2,000.00	(10,604.90)
AG Web Site Development	2,000.00	199.50	0.00	0.00	1,800.50
AG Misc Program Expenses	1,000.00	0.00	0.00	0.00	1,000.00
AG Development	0.00	800.00	0.00	0.00	(800.00)
Local Food Guide	800.00	0.00	0.00	0.00	800.00
Salary Overhead	88,947.00	94,483.93	10,615.38	7,076.92	(5,536.93)
FICA Overhead	5,337.00	5,584.71	621.43	414.28	(247.71)
Medicare Overhead	1,245.00	1,246.24	145.33	96.89	(1.24)
Health/Dental Ins Overhead	29,727.00	28,781.64	2,446.71	2,382.86	945.36
Retirement Overhead	8,005.00	5,649.14	636.93	424.62	2,355.86
Indirect Labor Allocation	36,520.00	36,519.84	3,043.32	3,043.32	0.16
Non Labor Allocated Overhead	4,621.00	4,620.00	385.00	385.00	1.00
Total Operations	197,302.00	191,690.01	18,005.96	15,953.08	5,611.99

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Manuf. & Business Support Expense Statement for the Twelve Month Period Ending September 30, 2021**

Prepared by Joy Nuffer, September 29, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Manufacturers Workshop	\$ 2,500.00	0.00	\$ 0.00	0.00	2,500.00
Business Support	5,000.00	5,000.00	0.00	0.00	0.00
Manufacturing Day	1,000.00	0.00	0.00	0.00	1,000.00
Workforce Development	2,500.00	0.00	0.00	0.00	2,500.00
Safety Training	15,000.00	0.00	0.00	0.00	15,000.00
	<u>26,000.00</u>	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>21,000.00</u>
Total Operations					

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Marketing Program Expense Statement for the Twelve Month Period Ending September 30, 2021**

Prepared by Joy Nuffer, September 29, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 41,000.00	23,873.80	\$ 557.00	2,656.45	17,126.20
Canadian Marketing	15,000.00	0.00	0.00	0.00	15,000.00
Printed Material	2,000.00	1,044.44	0.00	0.00	955.56
Seminars Workshops Publicatio	2,000.00	0.00	0.00	0.00	2,000.00
Travel/Meals/Promotion	3,000.00	101.65	82.10	0.00	2,898.35
Public Relations	3,000.00	0.00	0.00	0.00	3,000.00
Web Site Dev & Promo Design	15,000.00	12,497.63	150.00	225.00	2,502.37
Events Sponsorship	10,250.00	8,550.00	0.00	2,000.00	1,700.00
Survey Monkey	200.00	0.00	0.00	0.00	200.00
Drum Country Business	5,000.00	0.00	0.00	0.00	5,000.00
Allocated Overhead	270,348.00	270,348.00	22,529.00	22,529.00	0.00
Total Operations	366,798.00	316,415.52	23,318.10	27,410.45	50,382.48

Jefferson County Local Development Corp
Balance Sheet
September 30, 2021

ASSETS

Current Assets		
General Checking	\$	35,496.89
Savings Account		1,213,759.23
RLF Savings		1,486,385.51
Grants Receivable Records		20,073.26
RLF Loans Receivable		514,504.50
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		233,197.76
Clayton Loans Receivable		10,000.00
Miscellaneous Recievable		7,500.00
LHI Records Storage		87,029.51
Prepaid Expense		7,833.76
		3,628,280.42
Total Current Assets		
		3,628,280.42
Property and Equipment		
Accumulated Depreciation		(61,160.10)
		(61,160.10)
Total Property and Equipment		
		(61,160.10)
Other Assets		
Furniture & Fixtures		70,387.89
WIP Telephone System		3,255.00
		73,642.89
Total Other Assets		
		73,642.89
Total Assets		
	\$	3,640,763.21

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestr	\$	111.86
JC Grant Agriculture Program		34,680.00
Deferred Mkt. Grant European		12,500.00
		47,291.86
Total Current Liabilities		
		47,291.86
Long-Term Liabilities		
		0.00
Total Long-Term Liabilities		
		0.00
Total Liabilities		
		47,291.86
Capital		
General Fund Bal - Unrestrict.		3,354,724.01
Net Income		238,747.34
		3,593,471.35
Total Capital		
		3,593,471.35
Total Liabilities & Capital		
	\$	3,640,763.21

Jefferson County Local Development Corp

Receivables

As of September 30, 2021

Customer	Orig Loan	Balance	Issued	Maturity	Terms	Status	Payment
JAY CANZONIER	100,000.00	41,068.42	4/26/17	7/1/2026	3%- 84 Months	Current	726.73
CLAYTON ISLAND TOURS	40,000.00	37,628.52	4/29/20	5/1/2026	5%-73 Months	Current	754.85
CLAYTON YACHT CLUB	40,000.00	40,000.00	8/4/21	8/1/2027	3%-73 Months	Current-Int. only	100.00
CURRENT APPS	187,500.00	119,807.57	12/14/11	1/1/2032	5% 240 Months	Current	1,237.42
DIPRINZIO'S KITCHEN	5,000.00	5,000.00	1/22/21	2/1/2027	3%, 60 Months	Current-Int only	12.50
DIPRINZIO'S MARKET	5,000.00	5,000.00	1/22/21	2/1/2027	3%, 60 Months	Current-Int only	12.50
LCO DESTINY, LLC	600,000.00	85,405.98	9/29/15	7/1/2022	5%, 60 Months	30 days	2,000.00
WICLDC	200,000.00	107,634.50	12/1/10	1/1/2031	3%, 240 Months	Current	1,109.20
WICLDC-JAIN	98,082.50	42,959.51	9/10/18	10/1/2023	3.5% 60 Months	Current	1,784.29
Report Total		484,504.50					

**Jefferson County Local Development Corp
Aged RLF Receivables
As of Sep 30, 2021**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoic	Amount Due
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARMS	2086	41,068.42
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FARMS		41,068.42
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	37,628.52
CLAYTON ISLAND CLAYTON ISLAND TOURS		37,628.52
CLAYTON YACHT CLAYTON YACHT CLUB, INC.	2344	40,000.00
CLAYTON YACHT CLAYTON YACHT CLUB, INC.		40,000.00
CRESCENT YACHT CLUB CRESCENT YACHT CLUB	2350	40,000.00
CRESCENT YACHT CLUB CRESCENT YACHT CLUB		40,000.00
CURRENT CURRENT APPLICATIONS	11-30-	119,807.57
CURRENT CURRENT APPLICATIONS		119,807.57
LCO LCO DESTINY, LLC	2013	85,405.98

Jefferson County Local Development Corp
Aged RLF Receivables
As of Sep 30, 2021

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice	Amount Due
LCO LCO DESTINY, LLC		85,405.98
WIC WICLDC	1907 RLF L	107,634.50 42,959.51
WIC WICLDC		150,594.01
Report Total		514,504.50

**Jefferson County Local Development Corp
Aged Clayton Loan Receivables
As of Sep 30, 2021**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoic	Amount Due
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN	2309	5,000.00
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN		5,000.00
DIPRINZIO MARKET DIPRINZIO'S MARKET	2310	5,000.00
DIPRINZIO MARKET DIPRINZIO'S MARKET		5,000.00
Report Total		10,000.00

**Jefferson County Local Development Corp
Aged COVID Receivables
As of Sep 30, 2021**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice	Amount Due
AUBREYS AUBREYS SHOPPING CENTER	2241	9,378.92
		<hr/>
AUBREYS AUBREYS SHOPPING CENTER		9,378.92
		<hr/>
BOATHOUSE BOATHOUSE MARINE, LLC		
		<hr/>
BROTHERTON STEVEN BROTHERTON	2252	8,209.29
		<hr/>
BROTHERTON STEVEN BROTHERTON		8,209.29
		<hr/>
CCTI COLLEENS CHERRY TREE INN	2238	9,535.54
		<hr/>
CCTI COLLEENS CHERRY TREE INN		9,535.54
		<hr/>
CORNELIA LAURIE A. CORNELIA	2240	9,378.92
		<hr/>
CORNELIA LAURIE A. CORNELIA		9,378.92
		<hr/>
CRAFTS & DRAFTS MAIN STREET CRAFTS & DRAFTS	2256	4,767.40
		<hr/>
CRAFTS & DRAFTS MAIN STREET CRAFTS & DRAFTS		4,767.40

Jefferson County Local Development Corp
Aged COVID Receivables
As of Sep 30, 2021

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoic	Amount Due
DEMAR AMY S. DEMAR	2237	9,378.92
DEMAR AMY S. DEMAR		9,378.92
ELMER KATHLEEN ELMER	2253	9,539.46
ELMER KATHLEEN ELMER		9,539.46
FIELD FIELD OF DREAMS, LLC	2267	9,690.23
FIELD FIELD OF DREAMS, LLC		9,690.23
GOULD ROBERT L. GOULD	2234	9,222.68
GOULD ROBERT L. GOULD		9,222.68
GRAPES BUSTED GRAPES,LLC	2250	9,161.23
GRAPES BUSTED GRAPES,LLC		9,161.23
HERMAN BONNIE HERMAN	2235	9,378.92

Jefferson County Local Development Corp
Aged COVID Receivables
As of Sep 30, 2021

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoic	Amount Due
HERMAN BONNIE HERMAN		9,378.92
MILLER GAIL W. MILLER	2236	9,378.92
MILLER GAIL W. MILLER		9,378.92
MORGIA MORGIA MASONRY	2264	9,534.77
MORGIA MORGIA MASONRY		9,534.77
NORTH BRANCH NORTH BRANCH FARMS	2262	9,534.77
NORTH BRANCH NORTH BRANCH FARMS		9,534.77
NORTHERN NORTHERN COMMERCIAL CLEANING	2263	9,195.82
NORTHERN NORTHERN COMMERCIAL CLEANING		9,195.82
NORTHROP MICHAEL NORTHROP	2245	9,222.68
NORTHROP MICHAEL NORTHROP		9,222.68

**Jefferson County Local Development Corp
Aged COVID Receivables
As of Sep 30, 2021**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice	Amount Due
PAINFULL PAINFULL ACRES	2255	4,293.56
PAINFULL PAINFULL ACRES		4,293.56
RBM RBM MANUFACRURING	2233	9,378.92
RBM RBM MANUFACRURING		9,378.92
RHODES RHODES GREENHOUSES, INC	2261	9,534.77
RHODES RHODES GREENHOUSES, INC		9,534.77
SAMPSON-MELISSA MELISSA SAMPSON	2254	9,378.92
SAMPSON-MELISSA MELISSA SAMPSON		9,378.92
SKINNER SCOTT P. SKINNER	2248	9,222.68
SKINNER SCOTT P. SKINNER		9,222.68

**Jefferson County Local Development Corp
Aged COVID Receivables
As of Sep 30, 2021**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoic	Amount Due
THOMAS CAROL THOMAS	2243	9,222.68
THOMAS CAROL THOMAS		9,222.68
TILLSON ALISHA TILLSON	2249	9,222.68
TILLSON ALISHA TILLSON		9,222.68
WILLS GREG WILLS	2246	9,222.68
WILLS GREG WILLS		9,222.68
WINKLER STEPHEN WINKLER	2268	9,522.17
WINKLER STEPHEN WINKLER		9,522.17
ZERO ZERO DOCK STREET, LLC	2280	9,690.23
ZERO ZERO DOCK STREET, LLC		9,690.23
Report Total		233,197.76

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Sep 1, 2021 to Sep 30, 2021

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
9/2/21	122250 407501 112501	5920	Invoice: 2252 INTEREST STEVEN BROTHERTON	200.00	178.56 21.44
9/2/21	122250 407501 112501	4041	Invoice: 2254 9/21 INTEREST MELISSA SAMPSON	179.69	155.46 24.23
9/2/21	122250 407501 112501	2943	Invoice: 2241 9/21 INTEREST AUBREYS SHOPPING CENTER	179.69	155.85 23.84
9/2/21	122250 407501 112501	007616	Invoice: 2243 9/21 INTEREST CAROL THOMAS	179.69	155.85 23.84
9/2/21	122250 407501 112501	1871	Invoice: 2237 9/21 INTEREST AMY S. DEMAR	179.69	155.85 23.84
9/2/21	122250 407501 112501	47246	Invoice: 2248 9/21 INTEREST SCOTT P. SKINNER	179.69	155.85 23.84
9/2/21	122250 407501 112501	6151	Invoice: 2235 9/21 INTEREST BONNIE HERMAN	179.69	155.85 23.84
9/2/21	122250 407501 412502 112501	4043	Invoice: 2265 8/21 INTEREST 8/21 LATE FEE BOATHOUSE MARINE, LLC	5,000.00	4,964.48 24.74 10.78
9/2/21	122250 407501 112501	8544	Invoice: 2240 9/21 INTEREST LAURIE A. CORNELIA	179.69	155.85 23.84
9/2/21	122250 407501 412502 112501	1032	Invoice: 2249 8/21, 9/21, 10/21 INTEREST 8/21 LATE FEE ALISHA TILLSON	549.85	467.55 71.52 10.78
9/2/21	122250 407501 112501	5734	Invoice: 2255 INTEREST PAINFULL ACRES	89.50	78.57 10.93
9/2/21	125001 125001 100001	7595	Invoice: 2349 Invoice: 2348 JEFF COUNTY IDA	57,703.62	55,222.08 2,481.54
9/9/21	122250 407501 112501	1631	Invoice: 2280 9/21 INTEREST ZERO DOCK STREET, LLC	179.69	155.08 24.61
9/9/21	122250 407501 112501	0007000239	Invoice: 2245 10/21 INTEREST MICHAEL NORTHROP	179.69	156.24 23.45
9/9/21	122250 407501 112501	2189	Invoice: 2261 9/21 INTEREST RHODES GREENHOUSES, INC	179.69	155.46 24.23
9/9/21	122250	1103	Inv- 19-263		156.63

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Sep 1, 2021 to Sep 30, 2021

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
	407501 112501		11/21 INTEREST NORTHERN COMMERCIAL CLEANING	180.00	23.37
9/9/21	122250 407501 412502 112501	0012	Invoice: 2238 7/21 & 8/21 INTEREST 7/21 & 8/21 LATE FEE COLLEENS CHERRY TREE INN	380.94	309.77 49.61 21.56
9/9/21	122250 407501 412502 112501	18643	Invoice: 2267 7/21 & 8/21 INTEREST 7/21 & 8/21 LATE FEE FIELD OF DREAMS, LLC	380.94	309.77 49.61 21.56
9/16/21	122025 407501 112501	1677	Invoice: 2242 9/21 INTEREST CLAYTON ISLAND TOURS	756.85	597.57 159.28
9/16/21	122025 407501 112501	5100	Invoice: 2086 9/21 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	622.50 104.23
9/16/21	122025 407501 112501	3573	Invoice: 1907 9/21 INTEREST WICLDC	1,109.20	836.52 272.68
9/16/21	122250 407501 112501	5101	Invoice: 2262 9/21 INTEREST NORTH BRANCH FARMS	179.69	155.46 24.23
9/16/21	122250 407501 112501	6163	Invoice: 2233 9/21 INTEREST RBM MANUFACRURING	179.69	155.85 23.84
9/16/21	122250 407501 112501	3493	Invoice: 2264 9/21 INTEREST MORGIA MASONRY	179.69	155.46 24.23
9/16/21	202401 202501 100001	1410	DUE JCLDC DUE SHLDC MAIN STREET CRAFTS & DRAFTS	179.69	89.84 89.85
9/23/21	122250 407501 112501	5772	Invoice: 2256 9/21 INTEREST MAIN STREET CRAFTS & DRAFTS	89.84	77.73 12.11
9/23/21	122025 407501 112501	160711	Invoice: RLF LOAN 9/21 INTEREST WICLDC	1,784.29	1,654.17 130.12
9/23/21	122025 407501 112501	3575	Invoice: 11-30-11 LDCRLF 9/21 INTEREST CURRENT APPLICATIONS	1,237.42	735.86 501.56
9/30/21	122250 407501 112501	1675	Invoice: 2250 9/21 & 10/21 INTEREST BUSTED GRAPES,LLC	359.38	312.43 46.95
9/30/21	122250 407501	54928659	Invoice: 2253 9/2 - 20 - INTEREST		155.46 24.23

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Sep 1, 2021 to Sep 30, 2021

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Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
	112501		KATHLEEN ELMER	179.69	
9/30/21	122250 407501 112501	1361	Invoice: 2234 10/21 INTEREST ROBERT L. GOULD	179.69	156.24 23.45
9/30/21	122250 407501 112501	5924	Invoice: 2252 INTEREST STEVEN BROTHERTON	200.00	179.04 20.96
9/30/21	122250 407501 112501	4020	Invoice: 2254 10/21 INTEREST MELISSA SAMPSON	179.69	155.85 23.84
9/30/21	122250 407501 112501	007656	Invoice: 2243 10/21 INTEREST CAROL THOMAS	179.69	156.24 23.45
9/30/21	122250 407501 112501	817086	Invoice: 2268 7/21, 8/21 & 9/21 INTEREST STEPHEN WINKLER	500.00	426.16 73.84
9/30/21	122250 407501 112501	47872	Invoice: 2248 10/21 INTEREST SCOTT P. SKINNER	179.69	156.24 23.45
9/30/21	122250 407501 112501	4057	Invoice: 2265 INTEREST BOATHOUSE MARINE, LLC	2,447.85	2,435.52 12.33
9/30/21	122250 721901	GRANT	Invoice: 2265 BOATHOUSE MARINE, LLC	2,500.00	2,500.00
				<u>79,610.52</u>	<u>79,610.52</u>

Jefferson County Local Development Corp
Check Register
For the Period From Sep 1, 2021 to Sep 30, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5740	9/2/21	CINTAS	100001	51.54
5741	9/2/21	EXCELLUS BC/BS	100001	11,037.12
5742	9/2/21	FP MAILING SOLUTI	100001	156.00
5743	9/2/21	THE HARTFORD	100001	261.11
5744	9/2/21	NATIONAL GRID	100001	597.13
5745	9/2/21	NNY ONLINE	100001	214.45
5746	9/2/21	PROSHRED	100001	21.58
5747	9/2/21	RBC WEALTH MAN	100001	2,560.68
5748	9/2/21	UNITED WAY OF NN	100001	95.00
5749	9/2/21	VERIZON WIRELES	100001	118.83
5750	9/2/21	WATERTOWN LOC	100001	4,661.87
5751	9/2/21	EXCELLUS BC/BS	100001	547.69
5752	9/2/21	EXCELLUS BC/BS	100001	390.24
5753	9/8/21	CRESCENT YACHT	100001	40,000.00
5754	9/9/21	BLUE MOUNTAIN S	100001	47.00
5755	9/9/21	CINTAS	100001	51.54
5756	9/9/21	KEY BANK	100001	383.32
5757	9/9/21	NORTHERN COMPU	100001	90.00
5758	9/9/21	SYNTELA CONFERE	100001	17.52
5759	9/9/21	WPBS	100001	557.00
5760	9/16/21	EWTI	100001	600.00
5761	9/16/21	INFORMNNY.COM	100001	100.00
5762	9/16/21	LIFETIME BENEFIT	100001	88.13
5763	9/16/21	RBC WEALTH MAN	100001	2,560.68
5765	9/16/21	UNITED WAY OF NN	100001	95.00
5766	9/16/21	GWNC CHAMBER O	100001	20.00
5767	9/16/21	WWTI	100001	1,300.00
5768	9/16/21	SAM'S CLUB	100001	39.49
5769	9/21/21	CINTAS	100001	53.04
5770	9/21/21	EWTI	100001	50.00
5771	9/21/21	INFORMNNY.COM	100001	265.00
5772	9/21/21	JCLDC	100001	89.84

Jefferson County Local Development Corp
Check Register
For the Period From Sep 1, 2021 to Sep 30, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5773	9/21/21	NORTHERN COMME	100001	800.00
5774	9/21/21	SACKETS HARBOR	100001	89.85
5775	9/21/21	SPECTRUM REACH	100001	1,184.45
5776	9/21/21	STATEBOOK INTER	100001	150.00
5777	9/21/21	WB MASON CO INC.	100001	114.59
5778	9/21/21	WELLS FARGO FIN	100001	237.33
5779	9/21/21	WESTELCOM	100001	461.94
5780	9/21/21	WWTI	100001	200.00
5781	9/22/21	WICLDC	100001	1,479.37
5782	9/30/21	COUGHLIN PRINTIN	100001	206.15
5783	9/30/21	NORTH COUNTRY A	100001	500.00
5784	9/30/21	JOY NUFFER	100001	13.44
5785	9/30/21	PROSHRED	100001	21.58
5786	9/30/21	RBC WEALTH MAN	100001	2,560.68
5787	9/30/21	PEGGY SAMPSON	100001	58.58
5788	9/30/21	UNITED WAY OF NN	100001	95.00
5789	9/30/21	MARSHALL WEIR	100001	82.10
Total				<u>75,375.86</u>

**Jefferson County Local Development Corporation
Alternative Energy Committee Meeting Minutes
September 24, 2021**

The JCLDC held an alternative energy committee meeting on Friday, September 24, 2021 in the board room, 800 Starbuck Avenue, Watertown, NY.

Present: William Johnson, Chair; Paul Warneck, John Jennings

Excused: None, **Absent:** None

Also Present (Zoom): Rob Aliasso, Justin Miller, Esq.

Staff Present: David Zembiec, Marshall Weir, Peggy Sampson, Jay Matteson, Lyle Eaton

- I. **Call to Order:** Mr. Johnson called the meeting to order at 8:00 a.m.
- II. **Review Revised PILOT Application** – Mr. Zembiec said that we will add 'leased acreage' to the application and pointed out that we have included a project cost page that relates to renewable energy projects. Mr. Warneck felt that we shouldn't finalize our application until the state releases their final model (they released their 2nd model recently – final model expected in November). He noted that the newest model is a lot more complicated than the first. Attorney Miller agreed that the assessment model will be useful to help establish a cost benefit analysis. He suggested adding an addendum to the application when the model is available.

Prevailing Wage – Attorney Miller brought up the recent mailing from the Department of Labor (DOL) regarding the prevailing wage requirement for projects starting in January 2022 that are over 5 MW and/or \$5 million. He is looking into how the 30% is calculated. Mr. Warneck asked if the IDA has any liability if a project was supposed to be prevailing wage. Attorney Miller said the developer has the largest risk, but noted that the IDA will be affected by any negative PR and contacted by the DOL if it happens. He said that it's on us to onboard which we do by using the completed application. Mr. Jennings asked who will police the 30%. Attorney Miller said the DOL. Attorney Miller noted that pending projects could close with us and pull all permits before 12/31/21 and be okay; however, anything after January 1st would be pulled into the requirement. Mr. Matteson said that he will reach out to CWT Farms International to discuss the matter.

- III. **Review project tracking sheet** – The committee reviewed the current spreadsheet of solar projects in the County. Mr. Weir will make a minor change to delete a duplication and will send it out to board members.
- IV. **Decommissioning Agreements for Projects on Ag Land** – Mr. Matteson said the topic was brought to his attention at a recent Ag & Farmland Protection board meeting. He said that he read a one-page document for the decommissioning plan for Jefferson County and expressed his concerns. He said that anything below 48 inches will be left in place. He said that soil depths change over time, and he feels this will be a concern for future generations. He said that there should be a monitoring process for up to 2 years after a project is decommissioned.

Attorney Miller left the meeting at 8:59 a.m.

- V. **Discuss Utility Scale Projects** – Mr. Zembiec said that he spoke to other IDA's regarding their utility scale projects. He said that there are not a lot of IDA's in negotiations at this time, but noted that our \$5,500/MW fee for community solar projects may be low. Mr. Warneck said that he would like to stay consistent since we have already approved a dozen or so community solar projects at the \$5,500 and noted that credits drop off each year. He suggested that we wait to make a change until we have the state's model. All agreed. It was also agreed to await the state's model before going any further in our discussion of PILOT structure for utility scale projects.

**Jefferson County Local Development Corporation
Alternative Energy Committee Meeting Minutes
September 24, 2021**

- VI. Other/Unfinished business – None.**
- VII. Adjournment:** With no further business before the committee, Mr. Johnson adjourned the meeting. The meeting adjourned at 9:22 a.m.

Jefferson County Local Development Corporation
 800 Starbuck Avenue, Suite 800
 Watertown, NY 13601
 (315) 782-5865

2020-2021 Board Attendance

Name	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Aiken, Robert	-	P	P	P	A	P	P	P	P	P	P	P
Aliasso, Robert	P	P	P	P	P	P	P	P	P	P	P	P
Burto, Kent	E	P	P	P	P	P	P	P	P	E	P	E
Converse, David	P	P	P	P	P	P	P	P	P	P	E	P
Gardner, Gregory	P	P	E	P	P	P	P	P	P	E	E	P
Jennings, John	P	A	E	P	P	P	E	P	E	P	E	P
Johnson, William	P	P	P	P	P	P	P	P	P	P	P	P
L'Huilier, Lisa	P	P	P	P	P	P	P	P	P	E	P	P
Powers, Christine	P	P	P	P	P	P	E	P	P	P	P	P
Walldroff, W. Edward	P	P	P	P	P	P	P	E	P	P	P	P
Warneck, Paul	P	P	P	P	P	P	P	P	P	P	P	P
Totals:	9	10	9	11	10	11	9	10	10	8	8	10
P - Present												
E - Excused												
A - Absent												