

**Jefferson County Local Development Corporation
Board Meeting Minutes
September 1, 2022**

The Jefferson County Local Development Corporation held their board meeting on Thursday, September 1, 2022 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., Paul Warneck, Lisa L’Huillier, Rob Aiken, Christine Powers, Gregory Gardner, David Converse, Kent Burto

Excused: William Johnson, John Jennings

Absent: W. Edward Walldroff

Also Present: Craig Fox (Watertown Daily Times)
(Zoom): Justin Miller, Esq., Kurtis Bennett

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

- I. Call to Order:** Chairman Aliasso called the meeting to order at 8:01 a.m.
- II. Pledge of Allegiance**
- III. Privilege of the Floor:** Chairman Aliasso invited guests to speak. No one spoke.
- IV. Minutes:** Minutes of the meeting held August 4, 2022 were presented. A motion to approve the minutes as presented was made by Mr. Aiken, seconded by Ms. Powers. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending August 31, 2022. He said that the revenue and expenses are up due to the ARPA money and indicated that it is the same situation on the balance sheet. He noted that there are two loans that are 30 days delinquent. A motion was made by Mr. Burto to accept the financial report as presented, seconded by Mr. Gardner. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
 - a. Ag – Mr. Matteson updated the board on the following:**

Food Resiliency Grant Program – Mr. Matteson said that he will send a slide presentation to board members. He provided the following recap of the program:

 - 26 projects were approved for a \$400,000 allocation. \$94,928.42 has been paid out so far.
 - 5 projects have received partial funding – some equipment is on back order.
 - 7 projects are underway.
 - 8 projects have contracts submitted, but we don’t know if they have started their project.
 - 1 project was withdrawn.
 - 3 projects have not submitted any paperwork and Mr. Matteson is trying to contact them to check the status.

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Podcast – A new podcast is being recorded today and will focus on agriculture across the United States.

CWT Farms International – The project is making progress.

Convalt – Mr. Matteson said that he is making introductions between Convalt employees and ag manufacturers.

Meat Processing – Mr. Matteson said that he is watching a meat processing project in another county that could be beneficial to our county. He said that he has connected JCC to SUNY Cobleskill since they have a meat processing program.

Farm Bureau – Mr. Matteson said that he helped Farm Bureau host Congresswoman Stefanik’s Washington DC staff. He said they spent the whole day touring agriculture.

JLI Ag Day – Mr. Matteson said that he has begun planning for Ag Day that will be held in November. Mr. Aiken asked where Mr. Matteson plans to take the group for tours. Mr. Matteson said that the JLI program is changing to incorporate a leadership training component for the first few hours each time they meet. He said that he will still try to tour ag manufacturing.

Annual Ag Conference – Mr. Matteson said that he has begun planning for the annual conference that will be held in late March or early April of next year.

- b. **Manufacturing** – Mr. Zembiec said that Mr. Weir is reaching out to manufacturers while BOCES is lining up schools for Manufacturing Day that will be held on October 14th. He said that after the manufacturing day, there will be a follow up to the roundtable meeting that was held earlier this year in partnership with the Lewis County Economic Development.
- c. **Marketing** – Mr. Weir said he was ceding his time to talk about the ARPA grant programs.

VIII. Unfinished Business:

- 1. **ARPA Funds Report** – Mr. Weir thanked Ms. Nuffer for all of her work for keeping the grant programs organized and on track. He provided the following update:

Incumbent Worker Training – 6 projects approved for a total of \$58,320.

Small Business Productivity – 27 projects approved for a total of \$185,489.60 (after today it will be \$210,489.60). \$11,052 has been distributed.

Deferred Maintenance Rental Property – 42 projects approved for a total of \$393,200. There will be three more project recommendations at next month’s meeting.

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- 2. Small Business Productivity Improvement Grants (ARPA)** – Mr. Weir said that there are three additional applications for this program.

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| Sheland Farms LLC (silage trailer) | \$10,000 |
| Nordmann’s Detailing | \$5,000 |
| St. Lawrence Sales & Marketing | <u>\$10,000</u> |
| TOTAL | \$25,000 |

A motion was made by Mr. Warneck to approve the recommendations as presented, seconded by Ms. Powers. All in favor. Carried.

Mr. Zembiec said that the productivity and training programs were together awarded \$425,000 together by the County. He said that internally we have split them for \$200,000 for training and \$225,000 for productivity. He said that we can adjust these figures and send back out for more participation if needed.

Chairman Aliasso said that last month some of the projects were rejected because the owners lived out of the County. Mr. Weir said that he has since spoken to County officials who indicated that they are comfortable in granting approval to those projects because it improves the housing stock in our county and because those same properties are paying local property tax.

Chairman Aliasso asked if there is a similar grant program for businesses that are suffering with high water/low water (i.e., marinas). Mr. Weir said they should discuss this. Mr. Zembiec said that we could ask the county in the next round of funding.

- IX. Counsel:** None.
- X. New Business:** None.
- XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Ms. Powers, seconded by Mr. Converse. All in favor. The meeting adjourned at 8:24 a.m.

Respectfully submitted,
Peggy Sampson