

**Jefferson County Local Development Corporation  
Board Meeting Minutes  
November 3, 2022**

The Jefferson County Local Development Corporation held their board meeting on Thursday, November 3, 2022 in the board room at 800 Starbuck Avenue, Watertown, NY.

**Present:** Robert E. Aliasso, Jr., Paul Warneck, Lisa L’Huillier, Christine Powers, Gregory Gardner, David Converse, William Johnson, W. Edward Walldroff, Kent Burto, John Jennings

**Excused:** Rob Aiken

**Absent:** None

**Also Present:** Anthony Fiorentino (C&S Companies)  
(Zoom): Justin Miller, Esq.

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

- I. Call to Order:** Chairman Aliasso called the meeting to order at 8:00 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 October 6, 2022 were presented. A motion to approve the minutes as presented was made by Mr. Gardner, seconded by Mr. Jennings. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending October 31, 2022. Mr. Warneck reported that income and expenses are down mostly due to the grant program funds. He noted there is a decline in Marketing. A motion was made by Mr. Johnson to accept the financial report as presented, seconded by Ms. Powers. 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 continues to work with the grant program participants. He noted that two recipients have withdrawn their project. He said the money will go back in the pot to be reallocated.
    - Dairy Processing –** Mr. Matteson said that information has been put together for a proactive dairy processing report to be able to provide a rapid response when needed.
    - CWT Farms International –** Mr. Matteson reported that the project is on track and noted that the steel for the project was delivered two months early despite delays for other materials.

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**Ag Workforce** – Mr. Matteson said this is a huge issue. He said that a meeting was held with Dr. Richard Stup (Director of Agricultural Workforce Development at Cornell University) to build a relationship between our office and their organization.

**Ag Council** – Mr. Matteson said there are a few vacancies. He said he will be look into the membership and see if he needs to identify other representatives within the county.

**Meat Processor** – Mr. Warneck asked if Mr. Ebersol found a new location. Mr. Matteson said yes. Mr. Warneck asked if the meat processing companies will become USDA certified as a group or individually. Mr. Matteson said individually. Mr. Matteson said that he could try to convene at meeting to see if there is an interest in working as a group with the possibility of sharing a vet with set schedules.

- b. Manufacturing** – Mr. Weir said that Manufacturing Day was a success and included over 1,000 students and several manufacturing companies within Jefferson, Lewis and St. Lawrence counties. He said that it’s important for the students to see the employees, the cleanliness of the plants and to know that the average wage for a manufacturing job is \$67,000 per year.

Mr. Zembiec said that we are working with Lewis County to schedule a manufacturing roundtable meeting for mid-December. The previous roundtable held in March focused on workforce development and included teachers and counselors from local schools. This session will focus on identifying broader issues affecting manufacturing.

- c. Marketing** – Mr. Weir said that Ms. Stephenson is working on a newsletter that will be sent out within the next month or so.

**VIII. Unfinished Business:**

- 1. ARPA Funds Report** – Mr. Weir acknowledged Ms. Nuffer for doing an incredible job on keeping us on track with the ARPA grant programs.

Mr. Zembiec handed out a spreadsheet showing the status of each program. The current balance is \$2,721,421.63. He pointed out that some of the projects have not requested their reimbursement funding as of yet. So despite the unspent balance, most funds have been awarded.

Mr. Zembiec said that we recently submitted a request for the second round of ARPA grants through the County.

- 2. Small Business Productivity Improvement Grants (ARPA)** – Chairman Aliasso said that there are four additional applications for this program.

Chelsey Wise Photography	\$1,123.20
Otter Creek Winery LLC	\$7,596
Hall Pass Tavern	\$4,936
Mscorp LLC d/b/a Exhale Spa & Salon	<u>\$9,192</u>
<b>TOTAL</b>	<b>\$22,847.20</b>

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Chairman Aliasso asked for a motion to approve the recommendations. A motion was made by Mr. Burto, seconded by Ms. Powers. Discussion ensued. Mr. Warneck asked where Hall Pass Tavern and Mscorp Spa & Salon are located. Mr. Weir said that Hall Pass Tavern is located in Carthage and Mscorp Spa & Salon is located in Watertown. All in favor. Carried.

Anthony Fiorentino entered the meeting at 8:26 a.m.

- 3. Incumbent Worker Training (ARPA)** – Chairman Aliasso said that there is one additional application for this program.

Watertown Family YMCA	<u>\$12,000</u>
<b>TOTAL</b>	<b>\$12,000</b>

Chairman Aliasso asked for a motion to approve the recommendation. A motion was made by Mr. Converse, seconded by Mr. Jennings. No discussion. All in favor. Carried.

**IX. Counsel:** None.

**X. New Business:** None.

**XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Burto, seconded by Mr. Gardner. All in favor. The meeting adjourned at 8:29 a.m.

Respectfully submitted,

*Peggy Sampson*