

**Jefferson County Local Development Corporation
Board Meeting Minutes
May 4, 2023**

The Jefferson County Local Development Corporation held their board meeting on Thursday, May 4, 2023 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: None

Absent: None

Also Present:

Zoom: Cathryn Crummey (Harris Beach), Craig Fox from the Watertown Daily Times

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

- 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 April 6, 2023 were presented. A motion to approve the minutes as presented was made by Ms. Powers, seconded by Mr. Converse. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending April 30, 2023. He said that there are two loans in arrears, but noted that it is a timing issue. A motion was made by Mr. Aiken to accept the financial report as presented, seconded by Mr. Johnson. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
 - a. Ag –**
 - i. Council Appointment** – Mr. Matteson asked the board to consider appointing Dani Baker to represent the horticulture sector for the agricultural industry. A motion was made by Mr. Walldroff to approve the council appointment, seconded by Mr. Condino. All in favor. Carried.

Mr. Matteson provided the following updates:

- Food Resiliency Grants – Mr. Matteson said that we are wrapping up the value-added side of the grant. He said some grant recipients decided not to proceed with their projects because of the paperwork involved, but indicated that 70% - 80% participated.

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- CWT Farms – Mr. Matteson said the building is under construction and indicated that two other structures will also be built on the site. Mr. Warneck asked if the PILOT covers all three structures. Staff will review the project file and request an updated site plan if necessary.

- Dairy Manufacturing Initiative – Mr. Matteson said that we tried to attract Fairlife, but heard that they will be located in western NY.

- Dairy Parade – The parade is scheduled for June 2nd. There are currently 25 entries which includes 7 marching bands.

- Congresswoman Stefanik’s Ag Committee – Mr. Matteson said that he has a meeting with Congresswoman Stefanik’s ag staff tomorrow.

- Farm lawsuit – Mr. Matteson said that he continues to work with the farm through their legal issues.

- Interview – Mr. Matteson said that he has an interview with Channel 7 News today regarding the impacts that solar projects are having on farmland.

Mr. Warneck asked if the Ag Council keeps minutes. Mr. Matteson said that they don’t make decisions, so they don’t keep official minutes. He said that he keeps notes and is tardy in sending them out.

b. Manufacturing – Mr. Zembiec said that we are working with North American Tapes for their upcoming expansion project in the Corporate Park. He said that their PILOT application will be on this month’s loan review agenda and indicated that they might need a loan as well.

c. Marketing – Mr. Weir said that Ms. Stephenson recently sent out the newest newsletter. Ms. Robinson said that there is a 45% open rate (sent to 490 people). She said that she also pushed it out to Facebook where it has reached 130 people. Ms. Stephenson said that she is in the process of updating the contact database.

Mr. Weir said that we are hosting an export program on May 18th at the Hilton Garden Inn which will include participants from SBA, US Commerce and Bay Brokerage.

Mr. Weir said that Colonel Hannan, our grant program manager from the Department of Defense, will visit the YMCA project in June.

Mr. Weir said the June board meeting may be held at EZ Stack and will include a tour of their facility as well as MetalCraft Marine.

Mr. Warneck said that he would like to tour the CWT Farms facility before they start operations and before biosecurity could be an issue.

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VIII. Unfinished Business:

- 1. ARPA Funds Report** – An updated spreadsheet showing the grant fund activity was provided in the board packet. There is currently \$51,843.35 uncommitted funds left within the various programs. Mr. Weir said that the training program is still open and has the largest uncommitted balance.

Ms. Nuffer said the programs are doing well and indicated that the grant recipients are very appreciative of the grant funds.

Mr. Matteson wanted to put into perspective the amount of grant funds made available to us by the Jefferson County Board of Legislators (\$400,000) compared to the state's grant program that they are getting ready to roll out. They are allocating \$1.6M for three regions (Northern NY, Hudson, and Central NY).

Mr. Zembiec said the county legislators met recently and approved the next round of the ARPA grant funds that will be distributed. Mr. Zembiec said that he recently expressed how proud he is of the support from the board of legislators during a recent public radio interview.

IX. Counsel: None.

X. New Business: None.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Gardner. All in favor. The meeting adjourned at 8:31 a.m.

Respectfully submitted,

Peggy Sampson