

**Jefferson County Local Development Corporation
Board Meeting Minutes
June 1, 2023**

The Jefferson County Local Development Corporation held their board meeting on Thursday, June 1, 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: Justin Miller, Esq. (Harris Beach)

Staff Present: David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, 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 May 4, 2023 were presented. A motion to approve the minutes as presented was made by Mr. Gardner, seconded by Ms. Powers. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending May 31, 2023. He said that there are two loans in arrears, but noted that it is a timing issue. A motion was made by Mr. Burto to accept the financial report as presented, seconded by Mr. Aiken. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
 - a. Ag – Mr. Matteson provided the following updates:**
 - Dairy Parade – The parade will be held tomorrow at 7 p.m. Mr. Matteson said that it might be the largest parade in his 20-year history with 64 entries. He said that the Northern Blend Chorus will perform in front of the judging panel before the parade begins. He also said that he received some entries from the Armed Forces parade which was canceled due to the weather.
 - Watertown Rapids – Mr. Matteson said that ‘Ag night’ will be held on June 10th.
 - Food Resiliency Grants – Mr. Matteson said that he has started the planning process for the second round of grants while working to finish up the first-round projects.

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- b. Manufacturing** – Mr. Zembiec said that Jain Irrigation officially issued their warn notice, but will keep their employees until August/September. He said a job fair will be scheduled for this fall, but he noted that he has started receiving calls from local manufacturers looking to hire Jain’s employees. Mr. Aiken mentioned the space that Jain occupies at the Watertown Industrial Center. He said that space was recently renovated and hopes that it can be filled quickly.

Tours at MetalCraft Marine and EZ Stak are scheduled after the board meetings today.

Mr. Zembiec said that the acquisition of Renzi Brothers by US Foods will not change their expansion plans. He will check the status of the acquisition to determine if a new application will be needed on their pending project.

- c. Marketing** – Mr. Weir reported that he recently attended the NYS EDC annual meeting in Cooperstown. He said they discussed employee housing, regulatory items and exporting. He noted that we recently hosted an export program on May 18th at the Hilton Garden Inn which included participants from SBA, US Commerce and Bay Brokerage. He said that he found the exporting conversation interesting and helpful to the attendees.

Mr. Weir said that Ms. Stephenson continues to have a good ‘open rate’ on the newsletter.

VIII. Unfinished Business:

- 1. ARPA Funds Report** – An updated spreadsheet showing the grant fund activity was provided in the board packet. There is currently \$52,357.32 uncommitted funds left within the various programs. Ms. Nuffer said that she will be contacting some of the grant recipients that have not returned some of their paperwork to see if they are still interested in completing their projects. Mr. Aiken asked how much time we give the recipient. Mr. Weir said 18 months.

Mr. Matteson reported on one of the grant recipients. He said that Euro Farms from Rodman, NY wanted to purchase equipment to process chickens. He talked with them recently and learned that they are selling at the farmer’s market. He said that is exactly the purpose of the grant.

IX. Counsel: None.

X. New Business:

July Board Meeting – Mr. Zembiec asked if there will be a quorum at the July 6th board meeting since it falls close to the 4th of July holiday. Board members agreed to move the meeting to July 13, 2023.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Condino. All in favor. The meeting adjourned at 8:28 a.m.

Respectfully submitted,

Peggy Sampson