

**Jefferson County Local Development Corporation
Board Meeting Minutes
July 13, 2023**

The Jefferson County Local Development Corporation held their board meeting on Thursday, July 13, 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, Gregory Gardner, John Condino, William Johnson, Rob Aiken

Excused: Kent Burto

Absent: None

Also Present: Justin Miller, Esq. (Harris Beach), Darrin Prance (North American Tapes)
Zoom: Craig Fox (Watertown Daily Times)

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

- 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. Mr. Aliasso congratulated Dave Zembiec for the Man of the Mountain award he had received from Fort Drum last month. He also said the JCLDC had received a thank you card from Mark Gaines from NBC Watertown in appreciation of the work on the Dairy Parade.
- IV. Minutes:** Minutes of the meeting held June 1, 2023 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Mr. Aiken. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending June 30, 2023. He said that there is a timing issue on the past due loans. A motion was made by Ms. Powers to accept the financial report as presented, seconded by Mr. Condino. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
 - a. Ag – Mr. Matteson provided the following updates:**
 - Dairy Parade – Mr. Matteson thanked all who were involved in the parade and stated that all went well. Mr. Aiken had helped with the parade along with Mr. Zembiec & Ms. Nuffer, and he said that it was a very well-organized parade, and commended Mr. Matteson’s work on the parade. Ms. L’Huillier mentioned that she was a parade entrant and all she heard was how organized it was.
 - Food Resiliency Grants – Mr. Matteson gave a couple of examples of how the grants helped businesses to expand their markets and said they were going well.

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- Ag Council – Mr. Matteson stated that they had met to discuss and debrief about a project that had located in another area, and what could be done to attract agriculture businesses to Jefferson County. They are planning to step up the marketing and coordinating with surrounding counties and agencies. Paul commented that he appreciated getting the minutes of the Ag Council meetings.

- b. Manufacturing** – Mr. Zembiec said that in coordination with the Jefferson-Lewis County roundtables that occur 2 times a year, they are also organizing tours where manufacturers visit other manufacturing facilities to network and learn from one another. Legislators will be invited on the tour and sit down for a roundtable discussion afterwards. The first such event was held last month at Otis Technologies with Senator Mark Walczyk. The next tour will be in Jefferson County. He also stated that there was a meeting on workforce issues last week with many agencies to look ahead to what might be ahead, including the locating of Micron in Clay. He stated that the internships from Fort Drum have been highly successful, as soldiers start as interns six months prior to being discharged. He also noted that many receive required certifications prior to the completion of their internship.
- c. Marketing** – Mr. Weir thanked Ms. Stephenson for her work on the newsletter and said it has been quite useful. He thanked Ms. Nuffer for her work on the ARPA grants. He stated that the new round of ARPA grants will be starting soon, and thanked Jefferson County again for the help they are giving to businesses in the area. Mr. Weir said there is a big marketing effort in the area targeting the solar eclipse of 2024.

VIII. Unfinished Business:

- 1. ARPA Funds Report** – An updated spreadsheet showing the grant fund activity was provided in the board packet. There is currently \$54,457.96 of uncommitted funds left within the various programs.

Ms. Nuffer said that she sent a letter to some of the grant recipients to see if they were still interested in completing their projects. Responses have been coming in and many projects are beginning.

IX. Counsel: None.

- X. New Business:** Mr. Aliasso stated that the agencies have had joint Loan Review Committees in the past but will need to be separated into separate meetings due to NYS regulations. Mr. Zembiec reported that the funding request to Jefferson County is due on August 18, 2023 and he will be meeting with county representatives soon.

- XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Ms. Powers. All in favor. The meeting adjourned at 8:35 a.m.

Respectfully submitted,

Joy Nuffer