

**Jefferson County Local Development Corporation  
Board Meeting Minutes  
September 7, 2023**

The Jefferson County Local Development Corporation held their board meeting on Thursday, September 7, 2023 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

**Excused:** Robert E. Aliasso, Jr.

**Absent:** None

**Also Present:**

Zoom: Justin Miller, Esq. (Harris Beach), Craig Fox (Watertown Daily Times)

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

- I. Call to Order:** Vice Chairman Walldroff called the meeting to order at 8:00 a.m.
- II. Pledge of Allegiance**
- III. Privilege of the Floor:** Guests were invited to speak. No one spoke.
- IV. Minutes:** Minutes of the meeting held August 10, 2023 were presented. A motion to approve the minutes as presented was made by Mr. Condino, seconded by Mr. Johnson. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending August 31, 2023. He noted that the checking account is down since several of the grant reimbursements were made this past month. He reported that the DiPrinzio loans are one month behind. A motion was made by Mr. Aiken 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 said that the second round of the Food Resiliency ARPA grant applications are open and available until December 1, 2023. He said the committee will review the applications, make recommendations to the board, and make grant awards by January 31, 2024. As with round one, Cornell Cooperative Extension will assist with the grant programs.

The value-added grant program was allocated \$100,000 for round two and approximately \$70,000 which is left over from round one after an applicant decided not to proceed with their project. Applicants can apply for a maximum of \$10,000. A 10% cash match is required. Grant applications will be evaluated by a ranking system.

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New this year is a production grant program with a total pot of \$500,000. Applicants can apply for a maximum of \$20,000. A 10% cash match is required. Grant applications will be evaluated by a ranking system.

Mr. Matteson said the Ag Council is scheduled to meet next Tuesday.

- b. Manufacturing** – Mr. Zembiec said that we are working with Lewis County on a roundtable event to be held in Lowville that will focus on networking opportunities to foster working relationships between manufacturers.
- c. Marketing** – Mr. Weir said the tourism grant program is a new program available in the second round of ARPA funds. He said there are 13 responses so far.

Mr. Weir said that we have added to the advertising to the MPR campaign. He said that he is looking into redesigning the website and will be contacting a consultant to get a quote.

Mr. Weir said that we have several URL's, but tend to focus on *jcida.com*. He said that going forward he would like to focus on *growwithjeffersoncounty.com*. He said that he looked into purchasing *jcied.com* and negotiating a sale with the owner, but indicated that it was cost prohibitive.

**Change JCLDC to JCED:** Mr. Zembiec said that he has been discussing the change with legal counsel and the accountants. He said there is no legal issue in changing the name.

Ms. Stephenson will be sending out the newsletter within the next week.

Mr. Matteson mentioned that his podcast (Jay Matteson's Rural America Podcast) has episodes available with different guests discussing topics such as weather events, farm bills, etc. The podcasts can be found on the [www.agricultureevents.com](http://www.agricultureevents.com) website.

**VIII. Unfinished Business:**

- 1. ARPA Funds Report (Round One)** – An updated spreadsheet showing the grant fund activity was provided in the board packet. There is currently \$47,978.12 of uncommitted funds left within the various programs.

Mr. Zembiec indicated that a new contract with CAPC for childcare for round two of the ARPA funds will be on the agenda next month.

**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. Converse. All in favor. The meeting adjourned at 8:28 a.m.

Respectfully submitted,

*Peggy Sampson*