

**Jefferson County Local Development Corporation
Board Meeting Minutes
November 2, 2023**

The Jefferson County Local Development Corporation held their board meeting on Thursday, November 2, 2023 in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: Gregory Gardner, Rob Aiken

Absent: None

Also Present: Zach Grady (Channel 7 News), Craig Fox (Watertown Daily Times)
Zoom: Justin Miller, Esq. (Harris Beach)

Staff Present: David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Joy Nuffer, Jay Matteson, 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:** Guests were invited to speak. No one spoke.
- IV. Minutes:** Minutes of the meeting held October 5, 2023 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Ms. Powers. All in favor. Carried.
- V. Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending October 31, 2023. The DiPrinzio loans are one month behind. Chairman Aliasso asked about the CAPC payment. Mr. Zembiec said it was reimbursement for the ARPA childcare grant program. He said there will be another payment made next month on the contract for Round 2 funds. Chairman Aliasso noted the WICLDC (Jain) loan payoff last month. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Mr. Johnson. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
 - a. Ag –** Mr. Matteson said that he continues to work on the Food Resiliency Round 1 grant projects. He said that we have started receiving Round 2 applications.

Mr. Matteson spoke about the milk carton shortage. He said he is trying to assist to find a solution and in the meantime the schools are planning to pour milk into 8 oz. cups for students. He is concerned that the schools will substitute milk with water or juice. He said he is trying to encourage a small bottler here locally, but he is not sure if they can help the situation.

Mr. Matteson mentioned that tomorrow is the annual JLI Ag Day where the participants will tour many local businesses throughout the day.

Mr. Matteson said that staff will participate in staff development later today using the Clifton Strength development program which will be facilitated by Barb Perez.

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- b. Manufacturing** – Mr. Zembiec said that Ms. Stephenson is attempting to reschedule the Watertown High School students for a manufacturing tour since it was postponed due to the City of Watertown water issue last month.
- c. Marketing** – Mr. Weir said there weren't any changes to the marketing program last month. He said that he recently attended a CSX conference in Florida and has been talking with them about the program they use for sites across the country. He said that we have one potential rail site and the rail spur in the City Center Industrial Park. A few leads have been received and he views this connection as a great opportunity for us.

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 \$128,788.80 of uncommitted funds left within the various programs. Ms. Nuffer indicated that some adjustments may be made in the near future for the recipients that have decided not to use their grant funds.
- 2. ARPA Funds Report (Round Two)** – A spreadsheet showing the grant fund activity was provided in the board packet. There has only been one expenditure so for which leaves a \$1,370,000 balance.

IX. Counsel: None.

X. New Business:

- 1. Small Business Productivity Improvement Grant Recommendations (ARPA)** – The Committee recommended the following grant recommendations:

Fit Food Catering	\$8,540
Shedlight Organics Farm and Greenhouse	\$8,800
Cowcalls, Inc.	\$8,552
The Animal Doctors	\$10,000
Gill Creative Industries, LLC	\$10,000
Gill Propeller	\$5,864
Gregg's Plumbing and Draining, Inc.	<u>\$10,000</u>
Total	\$61,756

Mr. Weir noted that there were several applications that were not recommended by the committee because they are following the program guidelines closely.

Mr. Warneck asked Mr. Matteson if there is still a shortage of veterinarians. Mr. Matteson said yes.

A motion was made by Mr. Warneck to approve the recommendations, seconded by Mr. Burto. All in favor. Carried.

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- 2. Tourism Product Enhancement Grant Recommendations (ARPA)** – The Committee recommended the following grant recommendations:

Angel Rock Cottages, Inc.	\$25,000
Fair Wind Motel and Cottages	\$21,750
Days Inn	\$18,750
River Wellness	\$24,298
White Caps Winery	<u>\$18,525</u>
Total	\$108,323

Mr. Warneck wondered how T.V.'s enhance the tourism product. Mr. Weir said it does affect the quality of the tourism offering.

A motion was made by Mr. Condino to approve the recommendations, seconded by Ms. Powers. Discussion ensued. Ms. Powers asked how many applications were received in total. Ms. Nuffer said they pulled out 3 to 4 in each of the two programs. She indicated that some applicants are reworking their applications to fit the grant criteria.

Ms. Powers asked how the grant programs are promoted. Mr. Weir said that the applications are available on our website as well as Facebook. He said the Tourism Council did a big push to their businesses.

All in favor. Carried.

Mr. Matteson mentioned that wine is not part of the five food groups and will not qualify for grants in round two.

- XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Walldroff. All in favor. The meeting adjourned at 8:25 a.m.

Respectfully submitted,
Peggy Sampson