

**Jefferson County Industrial Development Agency  
Board Meeting Minutes  
September 4, 2025**

The Jefferson County Industrial Development Agency held its board meeting on Thursday, September 4, 2025 in the board room at 800 Starbuck Avenue, Watertown, NY.

**Present:** Robert E. Aliasso, Jr., W. Edward Walldroff, Paul Warneck, William Johnson, Lisa L'Huillier, David Converse, John Condino

**Excused:** None

**Absent:** None

**Also Present:** Charles Capone, Rob Aiken, Dr. Dawn M. Robinson, Ryan Piche (Jefferson County Administrator)

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

**Staff Present:** Marshall Weir, Jay Matteson, Lyle Eaton, Peggy Sampson, Robin Stephenson

- I. Call to Order:** Chairman Aliasso called the meeting to order at 8:24 a.m.
- II. Privilege of the Floor:** No one spoke.
- III. Minutes:** Minutes of the meeting held on August 7, 2025 were presented. A motion to approve the minutes as presented was made by Mr. Johnson, seconded by Mr. Warneck. All in favor. Carried.
- IV. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending August 31, 2025. A motion was made by Mr. Warneck to accept the financial statement as presented, seconded by Mr. Condino.

Chairman Aliasso reported on the two defaulted RLF loans.

- LCO Destiny – the payoff is tied up into multiple closings which were supposed to close last month. He said there was an issue with the out-of-country bank, so they have switched to a bank in the U.S. and hope to close this month.
- Convalt Energy - the conversations between our counsel and Convalt's counsel are going amicably.

All in favor. Carried.

**V. Committee Reports:**

- a. Alternative Energy** – Mr. Warneck reported that he is invited to attend an assessor's association meeting to discuss the state's valuation model that relates to solar projects. He mentioned that AES will be holding community meetings.

Mr. Piche said JCIDA should assert themselves into large-scale projects as early as possible. Chairman Aliasso suggested sending a letter that welcome projects to Jefferson County and inform them that PILOT projects will go through this agency. Mr. Weir said we do reach out when we become aware of proposed projects.

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- b. Building and Grounds Committee** – Mr. Condino said the committee met to review a request for an easement near the entrance to the Jefferson County Corporate Park.

- i. Resolution No. 09.04.2025.01 – Jefferson County Corporate Park – Grant of Turning Lane Easement** – Attorney Miller said Onondaga Development, LLC plans to secure their site plan with the Town of Watertown next week. Chairman Aliasso read the purpose of the resolution. A motion was made by Mr. Warneck to approve the resolution, seconded by Mr. Condino. Discussion ensued. Mr. Warneck pointed out that the permanent easement doesn't show on the site plan that the Town of Watertown Planning Board will consider. It was suggested that we point it out to the Town.

Roll call vote. Mr. Aliasso – Yea, Mr. Converse – Yea, Mr. Condino – Yea, Mr. Johnson – Yea, Ms. L'Huillier – Yea, Mr. Walldroff – Yea, and Mr. Warneck – Yea. Carried.

**VI. Unfinished Business:**

- 1. Executive Session** – not used.

**VII. New Business:** None.

**VIII. Counsel:**

- 1. Initial Project Resolution No. 09.04.2025.02 for Wilna II PV, LLC** – A motion was made by Mr. Warneck, seconded by Mr. Condino to send the application to the loan review committee to start the review process. All in favor. Carried.

**Other –**

- 1. IDA Application** - the Board instructed staff to work with counsel to update the fee schedule and to add a disclosure for closing a project and/or allowing extensions for a period of time.
- 2. UTEP** – Attorney Miller said that he will help get the process moving for amending the UTEP. Mr. Warneck asked Mr. Weir to schedule an alternative energy committee meeting which will include the county administrator and the county attorney.

**IX. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Converse, seconded by Ms. L'Huillier. All in favor. The meeting was adjourned at 9:09 a.m.

Respectfully submitted,  
*Peggy Sampson*

## **AUTHORIZING RESOLUTION**

*(Jefferson County Corporate Park – Grant of Turning Lane Easement)*

A regular meeting of the Jefferson County Industrial Development Agency convened on Thursday September 4, 2025 at 8:30 a.m.

The following resolution was duly offered and seconded, to wit:

Resolution No. 09.04.2025.01

RESOLUTION OF THE JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY (i) AUTHORIZING THE CONDITIONED DISPOSITION OF A CERTAIN TURNING LANE EASEMENT (AS MORE PARTICULARLY DESCRIBED HEREIN) FOR THE BENEFIT OF ONONDAGA DEVELOPMENT, LLC; AND (ii) AUTHORIZING THE NEGOTIATION, EXECUTION AND DELIVERY OF DOCUMENTS AND AGREEMENTS IN CONNECTION WITH SAME

WHEREAS, by Title 1 of Article 18-A of the General Municipal Law of the State of New York, as amended, and Chapter 369 of the Laws of 1971 of the State of New York, as amended (hereinafter collectively called the “Act”), the **JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY** (the “Agency”) was created with the authority and power to own, lease and sell property for the purpose of, among other things, acquiring, constructing and equipping industrial, manufacturing and commercial facilities as authorized by the Act; and

WHEREAS, in furtherance and connection with the Agency’s development of the Jefferson County Corporate Park (the “Park”), and pursuant to a resolution adopted by the Agency on April 1, 2021, the Agency previously acquired a certain .15 acre parcel of land (the “Land”) located at the intersection of NYS Route 12F (Coffen Street) and County Route 12F (Fisher Road) from Onondaga Development, LLC (the “Company”) in furtherance of the Agency’s development of an expanded turning lane into the Park; and

WHEREAS, in furtherance of the Company’s undertaking of a certain retail development project adjacent to the Land (the “Project”), the Company has requested the Agency’s approval of the disposition of a right lane-only turning lane easement over the Land (the “Easement”, as more particularly depicted and described within **Exhibit A**, hereto), such Easement to be improved and utilized by the Company to support traffic access to and use of the Project; and

WHEREAS, pursuant to the New York State Environmental Quality Review Act, Article 8 of the Environmental Conservation Law and the regulations adopted pursuant thereto at 6 NYCRR Part 617, as amended (collectively referred to as “SEQRA”), the Agency must satisfy the applicable requirements set forth in SEQRA, as necessary, in connection with the disposition of interests in real estate; and

WHEREAS, the Town of Watertown Planning Board (the "Planning Board"), is acting as "lead agency" (as such term is defined under SEQRA) in connection with the consideration of Site Plan approval for the Project, and in connection with its request for the Agency's approval for the Easement, the Company has provided the Agency with a Site Plan Rendering and Environmental Assessment Form ("EAF", attached hereto as **Exhibit B**); and

WHEREAS, the Agency desires to (i) conditionally authorize the disposition of the Easement to the Company; and (ii) the negotiation, execution and delivery of the Easement and related documents.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY AS FOLLOWS:

Section 1. The Agency hereby finds and determines that:

(A) By virtue of the Act, the Agency has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(B) The Agency has the authority to take the actions contemplated herein under the Act; and

(C) The action to be taken by the Agency will induce the Company to develop the Project, thereby creating significant employment opportunities and critical investment in Jefferson County, New York, and otherwise furthering the purposes of the Agency as set forth in the Act; and

Section 2. Subject to (i) the Company securing Site Plan approval from the Planning Board, including the Planning Board's adoption of a Negative Declaration with respect to SEQRA (copies of which shall be provided to the Agency); (ii) the Company's payment of all costs and fees of the Agency in connection with consideration, negotiation, approval and execution of the Easement; (iii) the Company's execution and delivery of the Easement in a form acceptable to the Agency CEO and Counsel; and (iv) the Company's delivery to the Agency of a binder, certificate or other evidence of liability insurance policy for the Easement satisfactory to the Agency, the Agency hereby authorizes the disposition of the Easement to the Company.

Section 3. Subject to the conditions contained herein, the Chairman, Vice Chairman and/or CEO/Executive Director (or Deputy CEO/Executive Director) of the Agency are hereby authorized, on behalf of the Agency, to execute and deliver the Easement and related documents with such changes as shall be approved by the Chairman, Vice Chairman, and/or the CEO/Executive Director and counsel to the Agency upon execution.

Section 4. Harris Beach Murtha Cullina PLLC, as General and Transaction Counsel for the Agency, is hereby authorized to work with counsel to the Company and others to prepare the Easement and related documents necessary to effect the foregoing authorizations.

Section 5. The officers, employees and agents of the Agency are hereby authorized and directed for and in the name and on behalf of the Agency to do all acts and things required and to execute and deliver all such certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the Agency with all of the terms, covenants and provisions of the documents executed for and on behalf of the Agency.

Section 6. These Resolutions shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	Yea	Nay	Absent	Abstain
Robert E. Aliasso, Jr.	[ X ]	[ ]	[ ]	[ ]
David J. Converse	[ X ]	[ ]	[ ]	[ ]
John J. Condino	[ X ]	[ ]	[ ]	[ ]
William W. Johnson	[ X ]	[ ]	[ ]	[ ]
Lisa L'Huillier	[ X ]	[ ]	[ ]	[ ]
W. Edward Walldroff	[ X ]	[ ]	[ ]	[ ]
Paul J. Warneck	[ X ]	[ ]	[ ]	[ ]

The Resolution was thereupon duly adopted.

STATE OF NEW YORK                    )  
COUNTY OF JEFFERSON            ) SS:

I, the undersigned Secretary of Jefferson County Industrial Development Agency, DO  
HEREBY CERTIFY:

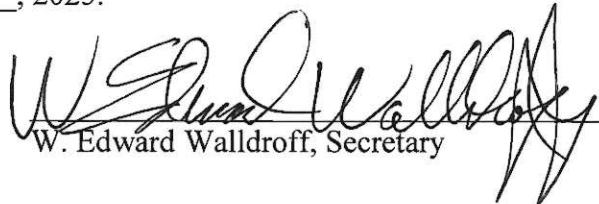
That I have compared the annexed extract of minutes of the meeting of Jefferson County Industrial Development Agency (the "Agency"), including the resolution contained therein, held on September 4, 2025, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolution set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY, that all members of said Agency had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with such Article 7.

I FURTHER CERTIFY, that there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY, that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Agency this 4<sup>th</sup> day of September, 2025.

  
W. Edward Walldroff, Secretary

[SEAL]



**EXHIBIT A**

**EASEMENT RENDERING AND DESCRIPTION**









**LaFave, White & McGivern, L.S., P.C.**  
**Land Surveyors**

Jefferson County Industrial Development Agency  
"Right-In Only" Easement

All that parcel of land being an easement located in the Town of Watertown, County of Jefferson and State of New York, bounded and described as follows:

Beginning at "MAG" nail set at a corner in the north highway boundary of New York State Route 12F (Coffeen Street), said "MAG" nail set also being at the southeast corner of land conveyed to Jefferson County Industrial Development Agency (Instrument 2021-00006900); and runs thence, from the point of beginning, North 67 degrees 57 minutes 56 seconds West, 48.65 feet, along the north highway boundary of New York State Route 12F and the south line of said land of Jefferson County Industrial Development Agency, to a point; thence through said land of Jefferson County Industrial Development Agency the following two courses and distances: 1) North 07 degrees 30 minutes 56 seconds West, 13.93 feet to a point; 2) generally northerly along a curve to the right having a radius of 58.00 feet an arc distance of 27.73 feet to a point in the north line of said land of Jefferson County Industrial Development Agency that is North 06 degrees 10 minutes 43 seconds East, 27.46 feet from the last described point; thence South 67 degrees 57 minutes 56 seconds East, 35.06 feet, along the north line of said land of Jefferson County Industrial Development Agency, to a point; thence through said land of Jefferson County Industrial Development Agency the two following courses and distances: 1) generally southerly and southeasterly along a curve to the left having a radius of 23.00 feet, an arc distance of 33.86 feet to a point that is South 25 degrees 36 minutes 05 seconds East, 30.89 feet from the last described point; 2) South 67 degrees 46 minutes 00 seconds East, 8.18 feet to a point in the north highway boundary of New York State Route 12F; thence South 31 degrees 45 minutes 45 seconds West, 17.95 feet, along the north highway boundary of New York State Route 12F, to the point of beginning.

Intending to describe a "Right-In Only" Driveway Easement over a portion of the parcel of land conveyed from Onondaga Development, LLC to Jefferson County Industrial Development Agency by deed dated April 23, 2021 and recorded in the Jefferson County Clerk's Office on May 05, 2021 as Instrument 2021-00006900.

Together with and subject to rights, covenants, easements, rights of way and restrictions of record.

File 2025C-14;  
July 29, 2025

**EXHIBIT B**

**PROJECT SITE PLAN RENDERING AND EAF**

[illegible]