

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

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

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

Excused: None

Absent: None

Also Present: Charles Capone, Ryan Piche (Jefferson County Administrator)

Zoom: Justin Miller, Esq. (Harris Beach), Rob Aiken, Dr. Dawn Robinson, Craig Fox (Watertown Daily Times)

Staff Present: Marshall Weir, Jay Matteson, Dorena Kimball, Peggy Sampson, Robin Stephenson

- I. Call to Order:** Chairman Aliasso called the meeting to order at 10:14 a.m.
- II. Privilege of the Floor:** No one spoke.
- III. Minutes:** Minutes of the meeting held on November 6, 2025 were presented. A motion to approve the minutes as presented was made by Mr. Johnson, seconded by Mr. Condino. All in favor. Carried.
- IV. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending November 30, 2025. He said the AES Black River Solar project may close this month and noted that the Sackets Harbor Brew Pub loan was paid in full. A motion was made by Mr. Warneck to accept the financial statement as presented, seconded by Mr. Condino. Chairman Aliasso said the board can consider an executive session later in the meeting to talk about the two loans that are in default. All in favor. Carried.
- V. Committee Reports:**
 - a. Alternative Energy** – Mr. Warneck said there was a press release from the governor's office changing the way some of the information is used to value solar projects. He said it may affect how we negotiate PILOTs and will require involvement with the taxing jurisdictions.
 - b. Building and Grounds Committee** – Mr. Condino reported that all the infrastructure is in for the Hounsfield sewer project except the pipe bridge in Brownville. He also reported that the turning lane at the corporate park entrance is lined and functioning.
 - c. Governance Committee**
 - i. Review the Proposed UTEP and Application** – The governance committee met on 12/2/25 to review the proposed changes.

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

UTEP:

Mr. Weir said there are changes to the terms of renewable energy projects and on the base payment. Attorney Miller said that when we take an interest in a whole tax parcel or a portion of it, the UTEP states that the developer will continue to pay full taxes on the land (base payment) and then the per mega watt charge is paid on top of that.

Application:

Chairman Aliasso said the Application includes changes to the non-refundable fees and some parts of them get applied at closing. Mr. Weir said we have increased to a \$10,000 deposit and reserve the right to increase the deposit for ORES type projects and a one-year closing deadline. Attorney Miller said we are now requiring additional documentation for renewable energy projects including ORES information.

UTEP implementation process – Mr. Weir said we will schedule a public hearing. We are going to get the changes out to all of the taxing jurisdictions and post them on our website and consider adoption at the January or February board meeting.

A motion was made by Mr. Warneck, seconded by Mr. Condino, to accept the changes to the proposed UTEP and proposed Application, notify the taxing jurisdictions and schedule the public hearing. All in favor. A second motion was made by Mr. Condino, seconded by Mr. Warneck to set the public hearing for Thursday, January 8, 2026 at 8 a.m. All in favor. Carried.

Mr. Piche left the meeting at 10:43 a.m.

d. Nominating Committee

- i. Resolution No. 12.04.2025.01 for Election of Officers for the 2026 CY** – The nominating committee met on November 13, 2025. They recommended keeping the current slate of officers. A motion was made by Mr. Warneck to approve the resolution, seconded by Mr. Condino. All in favor. Carried.
- ii. Resolution No. 12.04.2025.02 for Reappointing JCLDC Board Member** – The nominating committee recommended reappointment of Robert J. Aiken. The term expiration was changed to December 31, 2030. A motion was made by Mr. Condino to approve the amended resolution, seconded by Mr. Warneck. All in favor. Carried.

VI. Unfinished Business:

- 1. Business Complex Grants** – Ms. Stephenson reported that she and Mr. Weir have been working on grant reimbursements from Northern Border and Empire State Development for the water/sewer infrastructure at the Business Complex. Mr. Weir said that Ms. Stephenson has done an amazing job because these things are complex and time-consuming.

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

VII. New Business:

- 1. Resolution No. 12.04.2025.03 to Authorize Charge Off of Administrative Services Billing to In-Kind Services** – A motion was made by Mr. Walldroff to approve the resolution, seconded by Mr. Converse. All in favor. Carried.
- 2. Resolution No. 12.04.2025.04 for Granting Bank Account Access to the CFO** – A motion was made by Mr. Warbeck to table the resolution, seconded by Mr. Condino. All in favor. Carried.

VIII. Counsel:

Executive Session

At 10:53 a.m., Mr. Warneck made a motion to enter into executive session to discuss pending legal matters, seconded by Mr. Converse. All in favor. Board Members, LDC Board Members (Aiken, Robinson, Capone), Counsel, and Staff remained.

At 11:31 a.m., a motion was made by Mr. Warneck to leave executive session, seconded by Mr. Converse. All in favor.

A motion was made by Mr. Warneck to force place insurance on 22719 County Route 196, Watertown, NY to protect our asset, seconded by Mr. Condino. All in favor. Carried.

- IX. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Johnson, seconded by Ms. L'Huillier. All in favor. The meeting was adjourned at 11:34 a.m.

Respectfully submitted,

Peggy Sampson