

**Jefferson County Industrial Development Agency
Board Meeting Minutes
January 8, 2026**

The Jefferson County Industrial Development Agency held its board meeting on Thursday, January 8, 2026 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., William Johnson, Lisa L'Huillier, John Condino, Paul Warneck

Excused: W. Edward Walldroff, David Converse

Absent: None

Also Present: Charles Capone, Dr. Dawn Robinson, Rob Aiken, Ryan Piche (Jefferson County Administrator), Bill Vargulick (Town of LeRay Assessor), Craig Fox (Watertown Daily Times), Nancy Dutton

Zoom: Justin Miller, Esq. (Harris Beach), Josh Hartshorne (South Jefferson School District)

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

I. Call to Order: Chairman Aliasso called the meeting to order at 8:36 a.m.

II. Privilege of the Floor:

1. **Bill Vargulick, Town of LeRay Assessor** – Mr. Vargulick said there are several solar arrays in the Town of LeRay (5: 3 through the IDA and 2 others). He said there is very little input for the formula they use. He said he has questions about the community adder and was wondering if it is the amount of electricity that the developer will sell back to the local community (the people that sign up for community credits/discounts). Mr. Warneck said there are two different potential inputs – the community credit and the community adder and only one of those is input into the model. He said the Town should be requesting that information from the developer because the incentives are approved by NYSERDA prior to the project being built. Mr. Vargulick said he feels he can't get good data. Mr. Warneck offered to help when the new model is released.

Mr. Vargulick left the meeting at 8:40 a.m.

III. Minutes: Minutes of the meeting held on December 4, 2025 were presented. A motion to approve the minutes as presented was made by Ms. L'Huillier, seconded by Mr. Johnson. All in favor. Carried.

IV. Treasurer's Report: Mr. Warneck reviewed the financials for the period ending December 31, 2025. Mr. Warneck said we did not receive any PILOT revenue fees and indicated that we ended the year well under revenues. He said that he would like to see a separate spreadsheet of delinquent accounts that show any outstanding balances and a payoff amount. A motion was made by Mr. Warneck to accept the financial statement as presented, seconded by Mr. Johnson. All in favor. Carried.

**Jefferson County Industrial Development Agency
Board Meeting Minutes
January 8, 2026**

V. Committee Reports:

a. Audit Committee

i. Resolution No. 01.08.2026.01 to Engage Auditors for Annual Audit – The Audit Committee met on December 12, 2025 and recommended approval of the engagement letter presented by Bowers & Company CPAs, PLLC. The fee for the audit is \$14,200, plus \$300 for PARIS reporting, \$300 for maintenance of capital asset and depreciation schedules for a total fee not to exceed \$14,800. A motion was made by Mr. Warneck to approve the resolution, seconded by Mr. Johnson. All in favor. Carried.

b. Alternative Energy Committee –

NY 18144 Game Farm LLC

Mr. Warneck said the IDA approved the project in 2021, but it never closed; however, the project was energized in August 2025. He said with it going live they will have to apply for an exemption or close on a PILOT by March 1st or the county would have to negotiate a PILOT before March 1st because if there is no PILOT in place they are going to be tax exempt. He said the county could issue a letter that if they don't close on the IDA PILOT then the county is going to require them to execute a PILOT for full taxation.

Attorney Miller said unless they received 487 exemptions from the school, the county and the town then they are subject to full tax. He said we don't have to help them be exempt because they chose not to close with the IDA.

Mr. Weir said he is attempting to reach the new owners of the project.

Mr. Johnson said the county did receive notification and they did respond. He said they were waiting and thought that there was going to be a PILOT through the IDA. He does not think they contacted any of the taxing jurisdictions to negotiate a 487.

Mr. Piche said this is a team effort and the county and municipalities have some responsibility too. He said the county has made renewable energy exempt from building permit fees and building permits. He said they will hold them accountable by not issuing the permit until they sign the paper and will require all levels of government working together to control this.

Convergent

Mr. Warneck said Assemblyman Scott Gray has been working with Convergent. He said he attended a meeting to come up with an agreement for the 487 issue which could result in the form of a host community agreement. They are discussing how to distribute it which could happen through our agency. He said it was not finalized.

AES Black River Solar

The project was due to close in January but due to a minor delay, they expect to close in February.

**Jefferson County Industrial Development Agency
Board Meeting Minutes
January 8, 2026**

c. Building and Grounds Committee –

i. Building Review – Lot 11 Corporate Park - Mr. Condino said Mike Lundy is looking to put up the last section of the old Bomax building as a spec building next to Corry Lawler's current build of his corporate headquarters. He said they are collaborating because the people and equipment are already there.

The Town of Watertown Planning Board won't approve the project until the IDA reviews it. Mr. Lundy reviewed the plans with the committee during Tuesday's meeting. It will be 20,000 square feet, will be three tiers high, meets our covenants, and has room for future expansion. There will be a fair amount of fill that will need to be removed from the site and there was discussion about IDA's Lot 3. Mr. Condino said Mr. Lundy is proposing to come up with an agreement to make Lot 3 shovel ready; discussion on Lot 3 will continue.

Mr. Condino said the committee recommended approval of the building review in order for Mr. Lundy to proceed with the Town of Watertown Planning Board process. A motion was made by Mr. Warneck to accept the building review, seconded by Ms. L'Huillier. All in favor. Carried.

d. Governance Committee

i. Resolution No. 01.08.2026.02 for Annual Internal Policy and Procedure Review
– The Governance Committee met on December 12, 2025 to review the proposed bylaws, the mission statement/performance measurements, the disposition of real property guidelines, the proposed investment policy with internal controls, the procurement policy, the proposed fee calculation and billing for application and administrative fees, and the proposed annual project performance reporting procedures. A motion was made by Mr. Warneck to approve the resolution, seconded by Mr. Johnson. All in favor. Carried.

ii. Summary Results of Confidential Evaluation of Board Performance – The Governance Committee reviewed the board evaluations. The results will be sent to the ABO. A strategic planning session will be held within the next several months to improve the areas of concern.

VI. Unfinished Business:

1. Resolution No. 01.08.2026.03 for Granting Bank Account Access to the CFO – A motion was made by Mr. Condino to approve the resolution, seconded by Mr. Johnson. All in favor. Carried.

Nancy Dutton joined the meeting at 9:20 a.m.

**Jefferson County Industrial Development Agency
Board Meeting Minutes
January 8, 2026**

VII. New Business:

1. **Internal Loan Review Risk Rating for YE 2025** – The spreadsheet was included in the packet for review. The RLF reserve for credit losses for 2025 is \$200,358, the MICRO reserve is \$22,579, and the CITY reserve is \$7,333. A motion was made by Mr. Warneck to approve the rating, seconded by Mr. Johnson. All in favor. Carried.
2. **Proposed Committee Structure** – A motion was made by Ms. L’Huillier to approve the committee structure, seconded by Mr. Condino. All in favor. Carried.
3. **Resolution No. 01.08.2026.04 to Engage Bowers for Audit of ESD Project #AC722 (Business Complex Grant)** – Per requirements of the Empire State Development Grant Disbursement Agreement, an audit must be completed before reimbursement. Bowers presented an engagement letter with an estimated fee for services up to \$2,500 with a completion date of January 31st. A motion was made by Mr. Warneck to approve the resolution, seconded by Ms. L’Huillier. All in favor. Carried.
4. **Consulting Services** – A request to execute an agreement with Agriculture Energy Resources, LLC for a fee up to \$1,250 to review a complicated business model that is covered under a Non-Disclosure Agreement (NDA). Attorney Miller said the NDA covers staff and board members. Chairman Aliasso said it will generate a confidential report which we will hold under our NDA to use as a tool within loan review and our board to analyze a very complex and unique project. There was consensus by the board for Mr. Weir to execute the agreement. All in favor.

VIII. Counsel:

1. **Authorizing Resolution No. 01.08.2026.05 for Adoption of Amendments to Uniform Tax Exemption Policy** – The public hearing was held earlier this morning. There was no public comment. A motion was made by Mr. Warneck to approve the resolution, seconded by Mr. Johnson. Roll call vote was taken. Mr. Aliasso – Yea, Mr. Condino – Yea, Mr. Converse – Absent, Mr. Johnson – Yea, Ms. L’Huillier -Yea, Mr. Walldroff – Absent, and Mr. Warneck – Yea. Carried.

IX. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Condino. All in favor. The meeting was adjourned at 9:40 a.m.

Respectfully submitted,
Peggy Sampson