

**Jefferson County Local Development Corporation
Annual Board Meeting Minutes
March 5, 2026**

The Jefferson County Local Development Corporation held its annual board meeting on Thursday, March 5, 2026, in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., William Johnson, Paul Warneck, John Condino, Rob Aiken, W. Edward Walldroff, Lisa L’Huillier, Charles Capone
Zoom: Dr. Dawn M. Robinson

Excused: David Converse

Absent: Dr. Gregory A. Gardner

Also Present: Billy Soluri, Lyndi Hill and Laurie Podvin (Bowers & Company), Mark Mason Jr. (7 News)
Zoom: Justin Miller, Esq. (Harris Beach), 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 8:00 a.m.
- II. Pledge of Allegiance**
- III. Privilege of the Floor:** No one spoke.
- IV. Minutes:** Minutes of the meeting held on February 5, 2026 were presented. A motion to approve the minutes as presented was made by Mr. Johnson, seconded by Mr. Warneck. All in favor. Carried.
- V. Audit Report for 2025 (Bowers & Company CPAs PLLC)** – Lyndi Hill introduced herself and Laurie Podvin as the audit team for the JCLDC and JCIDA. She said they already met with the CEO and CFO to review everything and the management letter comments.

Ms. Hill presented a clean unmodified opinion. She reviewed the audit report and management letter. A motion was made by Mr. Warneck to accept the audit report, seconded by Mr. Condino. All in favor. Carried.
- VI. Annual Meeting Resolution 03.05.2026.01** (including acceptance of Audit and PARIS Reports, Ratification of Mission Statement, Property Disposition, Investment and Procurement Policies, Election of Officers/Board Committee Positions, and Appointment of Staff) – A motion was made by Dr. Robinson to approve the resolution, seconded by Mr. Aiken. Roll call vote: Mr. Converse – Absent, Mr. Condino – Yea, Mr. Aliasso – Yea, Mr. Walldroff – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, Ms. L’Huillier – Yea, Mr. Capone – Yea, Mr. Aiken – Yea, Dr. Gardner – Absent, and Dr. Robinson - Yea. Carried.

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VII. Treasurer's Report: Mr. Warneck reviewed the financials for the period ending February 28, 2026. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Mr. Johnson. All in favor. Carried.

VIII. Unfinished Business:

1. ARPA Fund Reports (Round One and Two) – Updated spreadsheets showing the grant fund activities were provided in the board packet. Ms. Stephenson said it was a quiet month but noted she will have one reimbursement for next month.

IX. Committee Reports: None.

X. Council Reports:

a. Manufacturing – Mr. Weir said we are working with Naturally Lewis for the upcoming Manufacturer's Alliance spring meeting. He said we are working with manufacturers to start planning for the upcoming CFA process so we can have a strong presence this year.

b. Marketing – Mr. Weir mentioned that we will be advertising in the Sackets Harbor and Clayton visitor's guides.

c. Ag – Mr. Matteson reported on the following:

- **Annual Ag Conference** – to be held on March 27th at the Hilton Garden Inn.
- o First presentation – Richard Ball, NYS Department of Agriculture and Markets Commissioner – speaking on agriculture economic development efforts in NYS.
- o Second presentation – Dr. Todd Schmitt – will give an update on the analysis of the economic impact of agriculture on Jefferson, Lewis, St. Lawrence and Oswego counties.
- o Panel of three presentations which will focus generally on the impact of artificial intelligence (AI) on agriculture. Panelists will be:
 - i. Dr. Julio Giordano, expert at Cornell University on the use of AI in animal health.
 - ii. Kelsey O'Shea, American Dairy Northeast, grassroots level on how farms can use ChatGPT to improve their messaging to the community to help them make decisions.
 - iii. Paul Barton, Barton Consulting Group, LLC, will be talking about AI with a broader view on what the developments in AI are and how it will impact business decision making processes going forward.
- o Break for lunch
- o Town hall discussion for any topic in agriculture involving the speakers.
- **Shared Use Kitchen** – working with Cornell Cooperative Extension on the grant.
- **Dairy Processing** – continue to work on.
- **CWT Farms** – waiting for an application for an expansion project.

XI. Counsel: None.

XII. New Business: None.

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- XIII. 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 8:35 a.m.

Respectfully submitted,

Peggy Sampson

DRAFT