

**Jefferson County Industrial Development Agency
Board Meeting Minutes
July 9, 2026**

The Jefferson County Industrial Development Agency held its board meeting on Thursday, July 9, 2026 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: William Johnson, W. Edward Walldroff, Lisa L’Huillier, David Converse, John Condino
Zoom: Paul Warneck

Excused: Robert E. Aliasso, Jr.

Absent: None

Also Present: Dr. Dawn Robinson, Ryan Piche (Jefferson County Administrator)
Zoom: Justin Miller, Esq. (Harris Beach), Rob Aiken, Charles Capone

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

- I. Call to Order:** Vice Chairman Johnson called the meeting to order at 8:37 a.m.
- II. Privilege of the Floor:** No one spoke.
- III. Minutes:** Minutes of the meeting held on June 4, 2026 were presented. A motion to approve the minutes as presented was made by Mr. Walldroff, seconded by Mr. Converse. All in favor. Carried.
- IV. Treasurer’s Report:** Mr. Warneck reviewed the Dashboard prepared by Ms. Kimball for the period ending June 30, 2026. The Dashboard includes Key Performance Indicators, Capital Resources, Operating Statement and Budget. A motion was made by Ms. L’Huillier to accept the financial statement as presented, seconded by Mr. Condino. All in favor. Carried.
- V. Committee Reports:**
 - a. Alternative Energy Committee** – Mr. Warneck mentioned that a Western New York solar project is gaining national attention.
 - b. Building and Grounds Committee** – Mr. Condino reviewed the June 24th committee minutes. Discussion points were as follows:
 - i. Variance** – the committee suggested that Alex Morgia reach out to the Town of Watertown Planning Board and the Jefferson County Codes office to make sure the building is compliant. We are waiting to hear back from Mr. Morgia.
 - ii. RFP for Parcel 73.20-1-2.11 (Jefferson County Corporate Park)** – Mr. Weir said he sent out the RFP to an interested party yesterday and has not received any responses to date. The RFP is due back in September.
 - iii. Airport Corporate Park** – Mr. Condino, Mr. Weir and Mr. Matteson met with Ryan Piche and the County Highway Superintendent to come up with a plan to clean up the site. It was noted that Luck Brothers will clean up the area that they have been using as a staging area before vacating.

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- c. **Loan Review Committee** – Mr. Converse reviewed the June 24th loan review minutes. He said staff will reach out to Three Mile Bay Ventures to come up with a repayment plan.
- d. **Nominating Committee** – Ms. L’Huillier reviewed the June 24th committee minutes. Mr. Matteson said he had a preliminary conversation with a possible candidate and will follow up to see if they are interested in serving on the JCLDC board of directors.

VI. Unfinished Business: None.

VII. New Business:

- 1. **Jefferson County Corporate Park – Proposed Tenant Expansion Project** – Mr. Weir said he received a call yesterday regarding a proposed expansion for an existing business in the new part of the park. He said they want to add loading docks in the front of the building as well as four additional parking spaces. Mr. Condino suggested scheduling a building and grounds committee meeting next week to review the plans; board members agreed.

VIII. Counsel: None.

IX. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Walldroff, seconded by Ms. L’Huillier. All in favor. The meeting was adjourned at 8:52 a.m.

Respectfully submitted,
Peggy Sampson