

Jefferson County Local Development Corporation
800 Starbuck Avenue, Suite 800, Watertown, New York 13601
Telephone: (315) 782-5865 or (800) 553-4111 Facsimile (315) 782-7915

Notice of Board Meeting

Date: August 20, 2026

To: W. Edward Walldroff
David Converse
Paul Warneck
Hon. William W. Johnson
Lisa L'Huillier
Robert Aiken
John Condino
Dr. Dawn M. Robinson
Charles Capone

From: Chairman Robert Aliasso

Re: Notice of Board of Directors Meeting

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The Jefferson County Local Development Corporation will hold its Board Meeting on **Thursday, September 3, 2026 at 8:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

The live stream link is available at www.jcida.com.

Zoom:
<https://us02web.zoom.us/j/84355250468?pwd=R0t4VjRPdGJBZDJrL2JQYVVjKytDdz09>
Meeting ID: 843 5525 0468
Passcode: 011440
1-929-205-6099 US (New York)

Please confirm your attendance with Peggy Sampson pssampson@jcida.com at your earliest convenience.

pss

c: Marshall Weir, CEO
Jay Matteson
Dorena Kimball
Ryan Piche
Justin S. Miller, Esq.
Stephen Maier, Esq.
Media

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BOARD MEETING AGENDA
Thursday, September 3, 2026 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – August 6, 2026**
- V. Treasurer’s Report – August 31, 2026**
- VI. Committee Reports**
- VII. Council Reports**
 - a. Jefferson County Agricultural Development**
 - b. Manufacturing**
 - c. Marketing**
- VIII. Unfinished Business**
- IX. Counsel**
- X. New Business**
- XI. Adjournment**

**Jefferson County Local Development Corporation
Board Meeting Minutes
August 6, 2026**

DRAFT

The Jefferson County Local Development Corporation held its board meeting on Thursday, August 6, 2026, in the board room at 800 Starbuck Avenue, Watertown, NY.

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

Excused: None

Absent: None

Also Present: Kenneth Knapp (Town of Clayton)
Zoom: Justin Miller, Esq. (Harris Beach), Craig Fox (Watertown Daily Times)

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

- 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 July 9, 2026, were presented. A motion to approve the minutes as presented was made by Mr. Johnson, seconded by Mr. Converse. All in favor. Carried.
- V. Treasurer's Report:** Mr. Warneck reviewed the Dashboard prepared by Ms. Kimball for the period ending July 31, 2026. The Dashboard includes Key Performance Indicators, Capital Resources, Operating Statement and Budget. Mr. Warneck reported that there are not any new applications or loans. It was noted that the GYMO payable is related to the shared use kitchen grant. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Mr. Walldroff. All in favor, except for Mr. Converse who left the room briefly. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
 - a. Ag – Mr. Matteson updated the board on the following items:**
 - **Roundtable Meeting** – the Ag Development Council requested the meeting to discuss the labor issues, and the farmland protection issues in Jefferson County as they relate to the development primarily of the Micron project. The Council and agriculture are seeing competition for their workforce rise dramatically and would like an effort initiated to see if there are ways to address it.

Mr. Matteson said Jeff Ginger, CTE Director at BOCES, would like to design a program and a marketing effort that markets agricultural career opportunities. Another option is to have the elected officials design a farm guest worker program.

- **Dairy processors** – there is one potential company we have been meeting with. We will get them in touch with Empire State Development.
- **Poultry** – Mr. Matteson and Mr. Weir toured the Aviagen operation. Their production has increased to approximately 800-900 chicks per week.
- **Southern Dairy** – Mr. Walldroff asked about the proposed project. Mr. Matteson indicated that Ron Robbins informed Southern Dairy that he is not going to keep his land allocated; he is moving forward with site planning for any project including Southern Dairy that demonstrates they have investors.

Kenneth Knapp entered the meeting at 8:16 a.m.

- b. **Manufacturing** – Mr. Weir said during the Aviagen tour they heard about their expansion project that will greatly improve their processes and may have a reduction in truck traffic by having the trucks full of chicks rather than half full because they didn't have the space.

Manufacturing Day – an upcoming event where students tour manufacturing sites (i.e., New York Air Brake, Knowlton Technologies, Great Lakes Cheese, etc.) to consider a future career in manufacturing.

- c. **Marketing** – Mr. Weir said the \$100,000 MarketNY grant was submitted. He thanked Corey Fram from the Thousand Islands International Tourism Council for their role in this combined effort to get the grant submitted. The bulk of it will be used for digital advertising throughout the state.

VIII. Unfinished Business:

- 1. **Strategic Action Plan (track progress)** – Chairman Aliasso acknowledged some action items are in process, and some have been accomplished. He suggested a more in-depth review in September or October. Mr. Matteson said with what was included in the packet, he is working on a bigger update because a lot more has been done.

IX. Counsel: None.

X. New Business: None.

XI. 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 8:21 a.m.

Respectfully submitted,

Peggy Sampson

Jefferson County Local Development Corporation Management Dashboard
Year to Date August 31, 2026

KEY PERFORMANCE INDICATORS						Benchmark	Amount of	Percent	OPERATING STATEMENT								BUDGET	August YTD	Percent
	2022	2023	2024	2025	2026	Target-2026	Change	Change		2022	2023	2024	2025	2026	Change	Change	2026	vs. 2026 Budget	Change
Local Development Activity																			
RLF Loan Applications	0	0	0	1	0		(1)	-100%		\$ 792,256	\$ 412,577	\$713,700	-\$59,475	\$0	\$59,475	-100.00%	\$561,612	(\$561,612)	-100.00%
RLF Loans Awarded	0	0	0	1	0		0	0%		\$ 344,250	\$ 275,550	\$487,000	\$280,000	\$204,133	(\$75,867)	-27.10%	\$280,000	(\$75,867)	-27.10%
Usage Statistics																			
ARPA Awards	116	49	50	8	0	223				\$ 173,400	\$ 150,000	\$150,000	\$150,000	\$105,333	(\$44,667)	-29.78%	\$150,000	(\$44,667)	-29.78%
Award dollars	\$ 4,457,894	\$ 781,855	\$ 618,001	\$ 81,250	\$ -	\$5,939,000	\$ -	0%		\$ 753,965	\$ 913,436	\$1,131,255	\$111,722	\$66,903	(\$44,819)	-40.12%	\$0	\$66,903	#DIV/0!
ARPA Disbursements	61	80	95	24	6	266				\$ 26,913	\$ 12,732	\$10,358	\$6,905	\$2,696	(\$4,210)	-60.96%	\$2,000	\$696	34.78%
Disbursement dollars	\$ 2,015,924	\$ 848,636	\$ 1,436,822	\$ 1,078,955	\$ 52,103	\$5,939,000	\$ 506,560	9%	Remaining	\$ 83,281	\$ 3,415	\$50,675	\$49,892	\$78,000	\$28,108	56.34%	\$75,000	\$3,000	4.00%

Jefferson County Local Development Corp
Cash Disbursements Journal
For the Period From Aug 1, 2026 to Aug 31, 2026

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
8/3/26	8179	200001 100001	Invoice: 531230 BLUE MOUNTAIN SPRING WATER, INC.	27.90	27.90
8/3/26	8180	200001 100001	Invoice: X4079 THE HARTFORD	215.50	215.50
8/3/26	8181	200001 200001 100001	Invoice: 7/28/26 Invoice: 7/28/26A NATIONAL GRID	615.42 28.89	644.31
8/3/26	8182	200001 100001	Invoice: 6/24-7/23/26 VERIZON BUSINESS	65.52	65.52
8/11/26	8183	200001 100001	Invoice: 202600362 GYMO	2,020.00	2,020.00
8/11/26	8184	200001 100001	Invoice: 7/26/26 SPECTRUM BUSINESS	350.00	350.00
8/11/26	8185	200001 100001	Invoice: 8/7/26 UNITED WAY OF NNY	8.00	8.00
8/11/26	8186	200001 100001	Invoice: 6804135 VITAL RECORDS CONTROL	24.21	24.21
8/11/26	8187	200001 100001	Invoice: X0794 WB MASON CO INC.	60.42	60.42
8/11/26	8188	200001 100001	Invoice: X0908 WELLS FARGO FINANCIAL SERVICES	329.64	329.64
8/11/26	8189	200001 100001	Invoice: 4916570 WESTELCOM	388.19	388.19
8/11/26	8190	200001 100001	Invoice: 20285 WPBS	741.00	741.00
8/18/26	8191	200001 100001	Invoice: 9/30/26 EXCELLUS BC/BS	358.17	358.17
8/18/26	8192	200001 100001	Invoice: 7/21/26 KEY BANK	237.02	237.02
8/18/26	8193	200001 100001	Invoice: 8/1/26 NORTHERN COMMERCIAL CLEANING	500.00	500.00
8/18/26	8194	200001 100001	Invoice: 8/7/26 SAM'S CLUB/SYNCHRONY BANK	23.26	23.26
8/18/26	8195	200001 100001	Invoice: X4588 WB MASON INC.	59.28	59.28

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
8/24/26	8196	200001 100001	Invoice: 9/30/26A EXCELLUS BC/BS	12,677.67	12,677.67
8/24/26	8197	200001 100001	Invoice: X7203 FP MAILING SOLUTIONS	180.33	180.33
8/24/26	8198	200001 200001 200001 100001	Invoice: 20U402750 Invoice: W23763 Invoice: W15830 JOHNSON NEWSPAPER CORP	679.40 800.00 250.00	1,729.40
8/24/26	8199	200001 100001	Invoice: 12558 MACNY	605.00	605.00
8/24/26	8200	200001 100001	Invoice: 30063 NNY ONLINE	505.50	505.50
8/24/26	8201	200001 100001	Invoice: 8/27/26 UNITED WAY OF NNY	8.00	8.00
Total				21,758.32	21,758.32

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2026 Board Attendance

Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Aiken, Robert	P	P	P	P	A	P	P	P				
Aliasso, Robert	P	P	P	P	P	E	E	P				
Capone, Charles	P	E	P	A	P	P	P	P				
Condino, John	P	P	P	P	P	P	P	P				
Converse, David	E	P	E	P	P	P	P	P				
VACANT						-	-	-				
Johnson, William	P	P	P	P	P	P	P	P				
L'Huillier, Lisa	P	E	P	P	P	P	P	P				
Robinson, Dawn	P	P	P	P	P	E	P	P				
Walldroff, W. Edward	E	P	P	P	P	P	P	P				
Warneck, Paul	P	P	P	P	P	P	P	P				
Totals:	9	9	9	9	10	8	9	10				
P - Present												
E - Excused												
A - Absent												
Gardner, Gregory resigned 5/31/26	P	P	A	A	P							