Jefferson County Local Development Corporation
Board Meeting Minutes
June 3, 2021

The Jefferson County Local Development Corporation held their board meeting on Thursday, June 3, 2021 in the board room at 800 Starbuck Avenue, Watertown, NY and virtually via zoom.

Present: David Converse, Chair, W. Edward Walldroff, William Johnson
Zoom: Paul Warneck, Robert E. Aliasso, Jr., Lisa LøHuillier, Kent Burto, Gregory Gardner, Rob Aiken, Christine Powers

Excused: John Jennings

Absent: None

Also Present-
Zoom: Justin Miller, Esq., Emily Griffin (7 News), Craig Fox (Watertown Daily Times)

Staff Present: David Zembiec, Lyle Eaton, Peggy Sampson, Marshall Weir, Jay Matteson

   I.   **Call to Order:** Mr. Converse called the meeting to order at 8:00 a.m.

  II.   **Pledge of Allegiance**

 III.   **Privilege of the Floor:** Mr. Converse invited guests to speak. No one spoke.

  IV.   **Minutes:** Minutes of the regular meeting held May 6, 2021 were presented. A motion to approve the minutes as presented was made by Mr. Warneck, seconded by Mr. Johnson. All in favor. Carried.

   V.   **Treasurer's Report:** Mr. Aliasso reviewed the financials for the period ending May 31, 2021. A motion was made by Mr. Aiken to accept the financial report as presented, seconded by Ms. LøHuillier. All in favor. Carried.

  VI.   **Committee Reports:**

       a. **Alternative Energy Committee –** Mr. Johnson said he was unable to attend the last meeting. Mr. Warneck said the committee reviewed the draft UTEP and talked with a representative from Farm Bureau. Mr. Zembiec said that he is working with the Tug Hill Commission to schedule a workshop with John Zukowski whom is a specialist in appraising renewable energy projects. The workshop will be held late summer/early fall.

       b. **Building and Grounds Committee –** Mr. Burto said the only update is on the furniture and equipment. Mr. Zembiec said that we continue to seek interest in the furniture. Mr. Weir said that he spoke with a company out of Toronto that can remove, recycle and pass on to other not-for-profits for a cost. He said that he is waiting to see their proposal and noted that there are 300 cubicles left.

 VII.   **Council Reports:**

       a. **Manufacturing –** Mr. Zembiec said that he plans to schedule a council meeting soon. He reported that there have been 4 safety training sessions held so far.

    b. **Ag –** Mr. Matteson reported on the following:

- Dairy Parade ó will be held tomorrow evening.
- Meat Processing ó working on issues and mentioned his concern for the recent cyber-attack.
- Dairy Manufacturing Project ó exploring options.
- Agricultural Day at the Watertown Rapids ó will be held on June 12th.

    c. **Marketing –** Mr. Weir said he is continuing the local advertising as well as exterior advertising. He said that he submitted grants last week and continues to update the website.

    Mr. Converse asked about the status of REDI projects. Mr. Zembiec said that we have approved one loan so far and that there is a sales tax consideration on the IDA agenda today and another project that has approached us for financing. He noted that Empire State Development has developed a form that we can use for recipients that donøt qualify for our programs.

VIII. **Unfinished Business:** None.

IX. **Counsel:** None.

X. **New Business:** None.

    Other –

    Mr. Warneck asked when we will meet again in person. Attorney Miller said that we are waiting for an update from Governor Cuomo tomorrow as to whether he will extend or lift the order. He said that he will keep us informed.

    Mr. Converse said that the July board meeting is usually pushed out a week to avoid the holiday weekend. Board Members agreed to move the July meeting date to Friday, July 9, 2021 at 8 a.m.

XI. **Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Ms. Powers. All in favor. The meeting adjourned at 8:26 a.m.

    Respectfully submitted,

    Peggy Sampson