

**Jefferson County Local Development Corporation
Board Meeting Minutes
July 7, 2022**

The Jefferson County Local Development Corporation held their board meeting on Thursday, July 7, 2022 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., William Johnson, Paul Warneck, Lisa LøHuillier, Rob Aiken, Christine Powers, Gregory Gardner

Excused: David Converse, John Jennings, Kent Burto

Absent: W. Edward Walldroff

Also Present (Zoom): Justin Miller, Esq., Craig Fox (Watertown Daily Times)

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

- 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:** Chairman Aliasso invited guests to speak. No one spoke.
- IV. Minutes:** Minutes of the meeting held June 2, 2022 were presented. A motion to approve the minutes as presented was made by Ms. Powers, seconded by Mr. Gardner. All in favor. Carried.
- V. Treasurer's Report:** Mr. Warneck reviewed the financials for the period ending June 30, 2022. A motion was made by Mr. Warneck to accept the financial report as presented, seconded by Ms. LøHuillier. All in favor. Carried.
- VI. Committee Reports:** None.
- VII. Council Reports:**
 - a. Ag** – Mr. Matteson said that he is working with grant recipients. He said that the grant contracts have been mailed and he is waiting to receive them back. He said that he completed a few ag district reviews recently.
 - b. Manufacturing** – Mr. Zembiec said that manufacturing day is being planned for October and noted that we are lining up manufacturers to host tours, and BOCES is in the process of contacting schools to see who is interested in participating.
 - c. Marketing** – Mr. Weir said that he will cede his time and will use it during the grant discussions listed under unfinished business.

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VIII. Unfinished Business:

- 1. Small Business Productivity Improvement Grants (ARPA)** – Mr. Weir said that he and a review committee are recommending the following grants.

Joshua Overton Inc.	Up to \$5,000
Gary Trucking LLC	Up to \$10,000
The Cape Vincent Brewing Co., Inc.	\$5,000
Sail Ontario, LLC	\$3,520
Chrissy Beanz	\$7,000
Rhodes Greenhouses	\$10,000
St. Elmo Island Inc.	\$2,000
Robbins Family Grain	\$10,000
MSPEN Consulting	\$2,380
White Caps Winery, LLC	\$7,000
The Little Book Store	\$3,000
RBM Franchising Corp	\$10,000
Cerow Agency, Inc.	\$10,000
Black River Drive-In, Inc.	\$10,000
Thousand Islands Arts Center Home of the Handweaving Museum	\$5,000
Tellyø Inn	\$8,000
Antique Boat Museum	\$10,000
Taylor Concrete Products, Inc.	\$5,000
Spec-Rite LLC	\$6,000
Stewart Signs & Apparel, LLC	\$4,000
Franklin Street Dairy Market	\$8,000
Hutchinsonø Board Works	\$5,337.60
Mart Art Inc. d/b/a Michael Ringer St. Lawrence Galleries	\$2,252
Anchor Marina	\$10,000
Monthly Boxer	<u>\$7,000</u>
TOTAL	\$165,489.60 (out of \$225,000 to be allocated)

Mr. Zembiec said that some of the requests were spot on while others were deemed ineligible. He said some of the information received from applicants is based on vendor quotes, but indicated that we won't have final numbers until we receive and review actual receipts. Mr. Weir said that the recommendations are for a maximum amount and will not be exceeded.

Mr. Zembiec said that the County designated \$425,000 for the Small Business Productivity Improvement and Incumbent Worker Training programs. He said that \$425,000 was designated for the Rental Property Deferred Maintenance program which was exhausted quickly. He said that we may reallocate some of the small business/incumbent work training funds to the deferred maintenance program. Ms. Powers wondered if the County would have any concerns with the reallocation of funds. Mr. Zembiec replied that we would consult with the County first, but he anticipates it would not be a problem as long as we were shifting between approved programs and not something new.

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A motion was made by Mr. Aiken to approve the recommendations as presented, seconded by Ms. Powers. All in favor. Carried.

- 2. Incumbent Worker Training Grants (ARPA)** – Mr. Weir said that there was much less of an initial response than the other programs, but feels that it will increase over time. The review committee is recommending the following:

LCO Destiny, LLC	\$12,000
Renzi Foodservice	\$20,000
T.F. Wright & Sons	
Granite Foundry, LLC	\$5,600
Morgia Wealth Management	<u>\$1,920</u>
TOTAL	\$39,520

- 3. Amend Budget** – A motion was made by Mr. Johnson, seconded by Mr. Warneck to have staff make a recommendation at the next board meeting to modify the budget to include an increased amount for the manufacturing program (if it is deemed necessary) and to include the ARPA grant money. All in favor. Carried.

IX. Counsel: None.

X. New Business:

- 1. County Budget Request** – Mr. Zembiec said that we received the letter from the County for the annual budget request. He said it is due in August.

Mr. Johnson indicated that the County Board of Legislators will be looking at the requests individually this year as they will be based on their own merit.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Johnson, seconded by Ms. Powers. All in favor. The meeting adjourned at 8:18 a.m.

Respectfully submitted,

Peggy Sampson