

**Jefferson County Local Development Corporation
Board Meeting Minutes
October 6, 2022**

The Jefferson County Local Development Corporation held their board meeting on Thursday, October 6, 2022 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: Robert E. Aliasso, Jr., Paul Warneck, Lisa L’Huillier, Rob Aiken, Christine Powers, Gregory Gardner, David Converse, William Johnson, W. Edward Walldroff

Excused: Kent Burto, John Jennings

Absent: None

Also Present:

(Zoom): Justin Miller, Esq., Craig Fox (Watertown Daily Times), Brian Drake (Town of Cary)

Staff Present: David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, Jay Matteson, Joy Nuffer, 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:** Chairman Aliasso invited guests to speak. No one spoke.
- IV. **Minutes:** Minutes of the meeting held September 1, 2022 were presented. A motion to approve the minutes as presented was made by Mr. Converse, seconded by Ms. Powers. All in favor. Carried.
- V. **Treasurer’s Report:** Mr. Warneck reviewed the financials for the period ending September 30, 2022. He pointed out the changes due to the ARPA grant funds. He noted that the two DiPrinzio loans were one month behind. A motion was made by Mr. Aiken to accept the financial report as presented, seconded by Mr. Johnson. All in favor. Carried.
- VI. **Committee Reports:**
 - a. **Finance Committee**
 - i. **2023 Proposed Budget** – Chairman Aliasso reviewed the meeting minutes. He said that the committee is recommending the proposed budget. A motion was made by Mr. Converse to adopt the budget as presented, seconded by Ms. Powers. All in favor. Carried.
- VII. **Council Reports:**
 - a. **Ag** – Mr. Matteson updated the board on the following:

Farmworker Overtime – Mr. Matteson said that he has been answering calls regarding the new threshold of 40 hours that will take place over the next ten years. He said he thought it was a done deal until state legislators proposed forgiving small farms and only apply it to large farms.

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Food Resiliency Grant Program – Mr. Matteson said that he and Ms. Nuffer and Ms. Stephenson are managing the program. He said that he is looking forward to a new round of ARPA funds.

Meat Processor – Mr. Matteson said that he is working with a company on a location change. He said he will also assist the company to become a USDA certified processor.

Website consolidation – Mr. Matteson said that he is working with Cooperative Extension to combine his Come Farm With Us and agriculture events websites into one, which he noted will be easier to maintain.

Podcast – Mr. Matteson said that yesterday’s podcast was focused on the recent hurricane in Florida. He said we will see the effect on food prices (oranges and strawberries). He said that farmers are still rescuing their cattle from standing water. He said that losses will be significant.

b. Manufacturing – Mr. Zembiec said that Mr. Weir is working with the schools and manufacturers to schedule the tours for Manufacturing Day. Mr. Weir said it will be held on October 14th which will include over 1,100 students, over 20 manufacturing companies for a total of 35 tours. He said the students are from Jefferson, Lewis and St. Lawrence counties.

c. Marketing – No report.

VIII. Unfinished Business:

1. ARPA Funds Report – Mr. Weir thanked Ms. Nuffer for all of her help with the ARPA grant programs. He provided the following update:

Incumbent Worker Training – 9 projects approved for a total of \$89,520, disbursed \$19,859.04 with a balance of \$69,660.96.

Small Business Productivity – 35 projects approved for a total of \$260,462.66 (including the recommendations later in the meeting), \$57,571.89 has been disbursed with a balance of \$202,890.77.

Deferred Maintenance Rental Property – 45 projects approved for a total of \$419,600 (including recommendations later in the meeting), \$40,558 has been disbursed with a balance of \$379,042.

Mr. Weir said that some of the applicants are not spending their total grant, which could allow us to open up the application again in the future or shift remaining funds to one of the other programs.

Chairman Aliasso asked if staff will be tracking metrics for some of the programs (i.e. number of trained people). Mr. Weir said that we could track and report back now or in six months.

Mr. Converse asked if we ask to see permits for the projects. Mr. Weir said no.

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- 2. Small Business Productivity Improvement Grants (ARPA)** – Mr. Weir said that there are five additional applications for this program.

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|--------------------------------------|--------------------|
| Bridgeview Real Estate | \$10,000 |
| Northern Commercial Cleaning | \$9,973.06 |
| Nugent Carpentry and Remodeling, LLC | \$10,000 |
| J. Eberle Woodworking | \$10,000 |
| Ebersol’s Custom Cutting, Inc. | <u>\$10,000</u> |
| TOTAL | \$49,973.06 |

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

- 3. Incumbent Worker Training (ARPA)** – Mr. Weir said that there are three additional applications for this program.

| | |
|--------------------------|-----------------|
| Great Lakes Cheese | \$3,200 |
| Coughlin Printing | \$8,000 |
| Spec-Rite/SKIP-LINE, LLC | <u>\$20,000</u> |
| TOTAL | \$31,200 |

A motion was made by Mr. Converse to approve the recommendations as presented, seconded by Mr. Warneck. All in favor. Carried.

Brian Drake entered the meeting at 8:29 a.m.

- 4. Rental Property Deferred Maintenance Grants (ARPA)** – Mr. Weir said that there are three additional applications for this program.

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|-------------------|-----------------|
| John Tinsley | \$10,000 |
| Trina Kuan Bonner | \$10,000 |
| Brian A. Bromka | <u>\$10,000</u> |
| TOTAL | \$30,000 |

A motion was made by Mr. Warneck to approve the recommendations as presented, seconded by Mr. Johnson. All in favor. Carried.

- IX. Counsel:** None.
- X. New Business:** None.
- XI. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Converse, seconded by Ms. Powers. All in favor. The meeting adjourned at 8:32 a.m.

Respectfully submitted,
Peggy Sampson