

**Tioga County Industrial Development Agency
Board of Directors
January 2, 2013**

I. Call to Order and Introductions- the meeting was called to order by the Chair, A. Gowan at 5:15 p.m.

II. Executive Session

Motion to move into Executive Session at 5:15 p.m. pursuant to Public Officers Law section 105 (T. Monell, K. Dougherty)

D. Daniels arrived at 5:28 p.m.

Exit Executive Session at 5:31 p.m.

III. Attendance

A. IDA Board Members:

1. Roll Call

a. Present: A. Gowan, W. Woods, T. Monell, K. Dougherty, R. Kelsey, M. Sauerbrey and D. Daniels

b. Absent:

c. Excused:

2. Guests: C. Haskell, D. Barton, J. Meagher and L. Tinney

IV. Privilege of the Floor- none

V. Correspondence

A. McNamee Freedom of Information request (attached) - acknowledged

VI. Approval of Minutes (M. Sauerbrey, T. Monell)	Aye- 7	Abstain- 0
	Nay- 0	Carried

VII. Financial Report

A. Reports

1. Balance Sheet

2. Profit & Loss

3. Transactions

4. 4th Quarter Operating Income vs. Operating Expense

Motion to acknowledge financial statements (M. Sauerbrey, D. Daniels)

Aye- 7	Abstain- 0
Nay- 0	Carried

VIII. Project Updates

A. TCIDA Emergency Watershed Protection Project (Monkey Run)

1. Construction has commenced, on winter shut down now

2. Informational meeting to be held 1/9 at 9:00 a.m.

B. Army Reserve Project

1. Request for release of escrow funds- ongoing

IX. PILOT Updates

A. Tioga Downs

1. Set public hearing date for 6:00 p.m. Wednesday February 13th at Nichols Elementary School
2. Prep of Cost Benefit Analysis- D. Barton preparing
3. Issuance of Tax Exempt letter- J. Meagher to provide

B. Best Buy- 2013 PILOT payment made

C. All Town and County PILOT tax bills have been mailed out (except Sanmina)

X. Reports

A. Railroad

1. Railroad Committee report (T. Monell, M. Sauerbrey, D. Daniels, W. Caloroso)
 - a. Status of revision of Operating Agreement- J. Meagher to provide
 - b. Status of request for insurance quote- requested from Partners in November 2012, nothing provided yet

XI. Old Business

A. Public Authority Accountability Act

1. Audit Committee report (A. Gowan, R. Kelsey, K. Dougherty)
 - a. Audit to commence end of this month
2. Governance Committee report (A. Gowan, W. Woods, D. Daniels)
 - a. Authority Budget Office Report
 - i. 2011 Procurement Report revision submitted 12/13
 - ii. 2011 Annual Report revision submitted 12/13
3. Finance Committee report (A. Gowan, W. Woods, D. Barton)- none

XIII. Adjourned- A. Gowan adjourned the meeting at 6:05 p.m. (T. Monell, W. Woods)

EXECUTIVE SESSION MEETING MINUTES
Industrial Development Agency

1/2/13

Time: 5:15 p.m.

On motion of Board Member T. Monell seconded by Board Member K. Dougherty the Board of Directors went into Executive Session to discuss:

1. financial matters of a particular person(s)

No action taken.

Motion to exit Executive Session at 5: 31 p.m.