

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

I. Call to Order and Introductions – the meeting was called to order by the Chair, A. Gowan at 5:30 p.m.

II. Attendance

A. IDA Board Members

1. Roll Call

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

b. Absent:

c. Excused: D. Daniels and K. Dougherty

B. Guests: C. Haskell, L. Tinney, J. Meagher, and R. Fiato

III. Privilege of the Floor - none

IV. Approval of Minutes (M. Sauerbrey, R. Kelsey)

Aye: 5

Abstained: 0

Nay: 0

Carried

V. Financial Report (attached)

A. Reports

1. Balance Sheet

2. Profit & Loss

3. Transaction Detail

Motion to acknowledge financial statements (W. Woods, M. Sauerbrey)

Aye: 5

Abstained: 0

Nay: 0

Carried

VI. E-mail results of having Steve Gorney add the new picture to the IDA website

Motion to affirm the email poll to have Steve Gorney add the new picture to the IDA website (W. Woods, M. Sauerbrey)

Aye: 5

Abstained: 0

Nay: 0

Carried

VII. Request from NYSEDC to send a letter of support to the Counsel to the Governor regarding IDA support for retail businesses damaged in natural disasters

Letter was sent to the Counsel to the Governor on September 19, 2013

VIII. Discussion – R. Fiato consulting agreement with the Broome County IDA

Ms. Fiato has agreed to a consulting agreement with the Broome County IDA to assist them with PARIS reporting and year end work on an as needed basis. Any work done for the Broome County IDA will be done after hours from the Tioga County IDA.

IX. Announcement of DOT Award – TCIDA - Waverly Trade Center NYSDOT Rail Spur
NYS DOT awarded the Waverly Trade Center a \$720,000 grant to build a rail spur. The TCIDA was the applicant for the grant. A meeting of all participants is being planned at a future date.

X. Discussion - DOT Conceptual Plan for Diversion of Route 96 Southbound for Large Vehicles onto Central Avenue, Village of Owego
NYS DOT is in the preliminary stages of the diversion of large vehicles from Route 96 to Central Avenue.

XI. Project Updates

A. Rename E=mt³ Site to the “E Site”

1. Delta Engineers looking for a resolution to be awarded the site development project design contract contingent on receiving the CFA grant approval

2. Discussion - Shovel Ready Self Evaluation Checklist

The IDA and Economic Development & Planning Department will actively pursue getting the E-Site, Lounsberry South and the 2 acre site on Route 38 to be certified shovel ready sites

3. Discussion – Southern Tier Regional Infrastructure Fund for Shovel Ready Sites

Motion to submit an application and application fee of \$250 to the Southern Tier Regional Infrastructure Fund for Shovel Ready Sites for the E Site to assist with the cost of installing infrastructure and access roads on the site. The Agency will commit to the required 20% applicant’s equity in the form of cash in the amount of \$200,000(T. Monell, M. Sauerbrey)

Aye: 5 Abstained: 0

Nay: 0 Carried

4. Discussion – Have a new sign made for the E Site

Motion to have TJ Signs build a new sign for the E Site in the amount of \$575; the Tioga County Public Works Department will install the sign on behalf of the IDA.

Funds from the TCIDA – NYSEG Account can be used for this expense(M. Sauerbrey, R. Kelsey)

Aye: 5 Abstained: 0

Nay: 0 Carried

B. Monkey Run – IDA/Water & Soil Construction Project

1. Update on progress of the stream bank reconstruction project

2. Hydraulic Study

C. Lounsberry Site

D. Tioga Downs - Resolution in Support of Proposition #1 to Authorize Casino Gaming

Motion for the Board to pass this resolution in support of Proposition #1 authorizing casino gaming on the statewide ballot, Tuesday, November 5th 2013 (T. Monell, M. Sauerbrey)

Aye: 5 Abstained: 0

Nay: 0 Carried

XII. PILOT Updates – 2013-2014 School PILOT Payments & Library Tax Payments

Received payments from – Lockheed Martin \$2,664.20 (library Tax); 231 Main LLC \$38.24 (library tax); Rynone \$10,299.46 (school, N/A library); Sanmina \$86,050.18 (school & library payment); Hampton Inn \$26,187.03 (school & library payment); Best Buy \$888,361.29 (school & library tax); Central NY Oil & Gas Company \$2,458,545.94

(school & library tax)

XIII. Old Business

A. Public Authority Accountability Act

1. Audit Committee Report (A. Gowan, R. Kelsey, K. Dougherty) - none
2. Adoption of the 2014 proposed budget pending per ABO (A. Gowan, R. Kelsey, K. Dougherty)
Motion to adopt the 2014 budget as recommended by the Audit Committee (W. Woods, R. Kelsey)

Aye:	5	Abstained:	0
Nay:	0	Carried	

3. Governance Committee Report (A. Gowan, W. Woods, D. Daniels) none
4. Finance Committee Report (A. Gowan, W. Woods, D. Barton) none

XIV. Motion to move into Executive Session pursuant to Public Officers Law Section 105

Motion to move into Executive Session at 6:48 p.m. pursuant to Public Officers Law Section 105 (W. Woods, T. Monell)

Motion to adjourn Executive Session at 7:01 p.m. (T. Monell, W. Woods)

Exit Executive Session at 7:01 p.m.

XV. Report

A. Railroads

1. Committee Report (T. Monell, M. Sauerbrey, D. Daniels, W. Caloroso) - none
 - a. Information - Route 96 Bridge near Metro Road

B. Loan Program

1. Stiletto's Hair & Nails IRP 3 Loan Application additional information is needed for approval
2. Lisa Curatolo Commercial Facade Improvement Loan Program Application additional information is needed for approval

XVI. Next Meeting – Wednesday, November 2, at 5:30 p.m.

Please note, the December meeting has been changed to Monday, December 2nd at 5:30

XVII. Adjourned – A. Gowan adjourned the meeting at 7:15 p.m.

Attachments:

September DRAFT Minutes

September Financial Statements

ESD Shovel Ready Self Evaluation Checklist

Quote for sign at E=mt³ site

Lounsberry Map

2014 – 2017 TCIDA Budget

Pictures of Route 96 Bridge – Metro Road

Support letter – IDA support for retail businesses damaged in natural disasters

DOT Information – Conceptual Plan for Diversion of Route 96 large vehicles

EXECUTIVE SESSION MEETING MINUTES
Tioga County Industrial Development Agency

Date: 10/2/2013

Time: 6:48 p.m.

On a motion of Board Member Woods, seconded by Board Member Monell, the Board of Directors went into Executive Session to discuss:

1. Financial matters of a particular person(s)

Motion to Exit Executive Session at 7:01 p.m.