



Tioga County Industrial Development Agency
November 2, 2022 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Regular Meeting Minutes

I. Call to Order and Introductions – Ms. Ceccherelli called the meeting to order at 4:30 pm.

II. Attendance

IDA Board Members

Roll Call: J. Ceccherelli, K. Gillette, M. Sauerbrey, T. Monell, J. Ward, A. Gowan

Excused: E. Knolles

Guests: C. Curtis, M. Schnabl, L. Tinney, J. Meagher

III. Privilege of the Floor: None

IV. Approval of Minutes

A. October 5, 2022 Regular Meeting Minutes

Motion to approve October 5, 2022 regular meeting minutes, as written. (M. Sauerbrey, A. Gowan)

Aye – 6 Abstain – 0
No – 0 Carried

V. Financials

A. Balance Sheet

B. Profit & Loss

C. Transaction Detail

D. Accounts Receivable

Motion to acknowledge financials, as presented. (A. Gowan, T. Monell)

Aye – 6 Abstain – 0
No – 0 Carried

VI. ED&P Update: L. Tinney

Ms. Tinney updated the board on the following items:

- The department is waiting on determinations for a number of grants, including a NY Forward application for the Village of Waverly, Round 6 Restore NY applications for Fuddy Duddy’s and the Tioga Trails building in the Village of Owego, Best Bev ESD Capital Grant application, the engineering design application for the Industrial Hub in Lounsberry, and municipal water extension to Raymond Hadley planning grant application.
In total the department is working on 13 potential grants, 28 pending grants, and 38 active grants.
The Town of Nichols Broadband expansion continues to move forward. There is a public meeting on November 10.



- The department received Racker’s Community Partner Award and attended an event to accept the award.
- EV charging station locations in the Village of Waverly and the Village of Owego continue to move forward.
- The department is working on two manufacturing leads
- Ms. Tinney reached out to a company who specializes in old barn restoration about the barn located on IDA property in Lounsberry
- Ms. Tinney discussed the wetland report that was conducted on the E-site property. The report found that 90% of the parcel is wetlands. The board gave permission to Ms. Tinney to share this information with the developer interested in the property.

VII. Project Updates: L. Tinney & C. Curtis

A. Owego Gardens II

1. Updated Project Cost Spreadsheet: Ms. Curtis reported that a change order for the asphalt has been added to the spreadsheet, as well has the reimbursements that are anticipated to come from ESD. She also reported that the paving for the project is complete, minus the area that was left open to allow for water testing. The guiderail and gate for the road have been ordered. Water testing of the tank is to occur.

B. DRI Administration Fee: The first set of reimbursements have been received for the DRI projects that are under the IDA multi-site program. ED&P staff has been managing the projects on behalf of the IDA. Board discussion ensued as to whether the county should receive the full reimbursement, or if the IDA should receive a portion since C. Curtis preforms some administrative tasks for the grant. After discussion the board decided to keep 5% of each reimbursement, while sending the rest to the county.

Motion to disburse 95% of each DRI project reimbursement to Tioga County, and 5% to IDA. (T. Monell, A. Gowan)

Aye – 6	Abstain – 0
No – 0	Carried

VIII. New Business: C. Curtis

A. Resolution – PILOT Application – Best Bev

Best Bev submitted a PILOT application for their project at the Waverly Trade Center in Waverly. The property is currently on the tax roll. The presented PILOT payment structure would put the property back to zero at year one, with a 10% payment increase over 10 years. The application from Best Bev was incomplete, leading to board discussion regarding the application, along with the structure of the PILOT projections. After discussion, it was decided that Ms. Curtis will go back to Best Bev to get more information in order to complete their application, as well as prepare alternative PILOT payment projections.

Motion to authorize the agency to set a public hearing upon receipt of the necessary information to complete the PILOT application presently submitted from Best Bev. (K. Gillette, T. Monell)



Aye – 6 **Abstain – 0**
No – 0 **Carried**

IX. Committee Reports: C. Curtis

- A. Public Authority Accountability Act (PAAA)
 - 1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward
 - a. No report
 - 2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles
 - a. No report
 - 3. Finance Committee: J. Ceccherelli, A. Gowan, J. Ward
 - a. No report
 - 4. Loan Committee: A. Gowan, R. Kelsey, K. Dougherty, D. Barton, J. Ward, E. Knolles
 - a. No report
 - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 - a. No report

X. PILOT Updates: C. Curtis

- A. Sales Tax Exemptions Update: Ms. Curtis noted that all are within their limits.
 - 1. Owego Gardens II – Home Leasing - \$173,515.44/Authorized \$524,194
 - 2. RB Robinson - \$28,537.73/Authorized \$55,990
 - 3. Statewide Aquastore Inc. - \$17,036.71/Authorized \$35,712.80

XI. Grant Updates: C. Curtis

- A. New York State Division of Homeland Security and Emergency Services (DHSES) DR-4567
Planning Grant – Richford Railroad
 - 1. Application pending
- B. ARC Grant Application – Engineering Design Lounsberry Industrial Hub Buildings
 - 1. Application Submitted 7-26-22; pending
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley – In progress
 - 1. Application Submitted 7-28-22; pending

XII. Motion to move into Executive Session at 5:29 pm pursuant to Public Officers Law Section 105 to discuss personnel matters. (K. Gillette, T. Monell)

Motion to adjourn executive session at 5:38 pm (T. Monell)

XIII. Next Meeting: Wednesday December 7, 2022

XIV. Adjournment – Mr. Gowan motioned to adjourn the meeting at 5:40 pm.