



**Tioga County Industrial Development Agency
October 2, 2024 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Agenda**

Call to Order and Introductions- 4:38 PM

Attendance

- A. IDA Board Members
 - 1. Roll Call: J. Ward, T. Monell, E. Knolles, M. Townsend, B. Evanek,
 - 2. Excused: M. Sauerbrey, K. Gillette
 - 3. Guests: J. Meagher, M. Schnabl, B. Woodburn, C. Yelverton

Privilege of the Floor:

Approval of Minutes:

- A. September 4, 2024

Motion to approve September 4, 2024, Regular Meeting Minutes, as written. (T. Monell, E. Knolles)

**Aye-5
Abstain - 0
No - 0
Carried**

Financials:

- A. Balance Sheet
- B. Profit & Loss
- C. Transaction Detail
- D. 2025 budget: J. Ward discussed that Suneast was on the 2025 budget and there was an increase in loan interest income from the addition of the Glenmary Drive project loan.

Motion to acknowledge financials, as presented. (E. Knolles, T. Monell)

**Aye - 5
Abstain - 0
No - 0
Carried**

Motion to approve draft 2025 proposed budget, as presented. (E. Knolles, M. Townsend)

**Aye- 5
Abstain- 0
No - 0
Carried**



ED&P Update

B. Woodburn discussed that the county was awarded the CDBG microenterprise grant of \$212,500. Small businesses of 5 or fewer employees can apply up to \$35,000 in grant funds. The program is planned to begin in November and be paired with the USDA Equipment lease program. B. Woodburn discussed that the Newmark study has been completed and the results showed that Tioga County does not have a lot of industrial property available. EDP is in the process of reviewing and recommending some changes but will share the results with this group as soon as it is further along. M. Schnabl is on maternity leave.

New Business:

Old Business:

- A. Richford property owner letter – J. Meagher sent letter 9/4/24. J. Meagher discussed that people have been parking cars on the property and one person is being singled out for parking on the property. J. Meagher advised that the IDA tell people who are upset with parking to contact RJ Corman due to the property being leased by the railroad. The board agreed.
- B. Harold Swartwood paid \$200 towards annual lease payment and owes \$100. J. Ward discussed that there has not been a formal payment plan set up, however the lease is \$600 for the year.
- C. Loan Site visits- J. Ward stated that most visits have been completed.
- D. Lease agreement extension- J. Ward discussed that N. Emmick owns property across the railroad and leases to cross the railroad with his tractor. N. Emmick has requested a long-term lease option. J. Meagher presented two resolutions, one for 3 years and one for 5 years. The board discussed choosing the 5-year lease.

Motion to approve resolution for 5-year lease agreement. (M. Townsend, T. Monell)

Aye - 5
Abstain - 0
No - 0
Carried

Committee Reports:

- A. Public Authority Accountability Act (PAAA)
 - 1. Audit Committee Report: E. Knolles (Chair), J. Ward, B. Evanek
 - 2. Governance Committee: J. Ward (Chair), M. Townsend, E. Knolles
 - 3. Finance Committee: J. Ward (Chair), M. Townsend, K. Gillette
 - a. Finance committee had a meeting today however there was not enough people for the meeting.
 - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, B. Evanek, J. Lavo – J. Ward stated that there is a possible new project is coming soon.
 - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 - a. Lease agreement extension – N. Emmick



6. Public Relations Committee: B. Woodburn, M. Sauerbrey, T. Monell

PILOT Updates:

A. Sales Tax Exemptions Update:

- 1. Best Bev LLC - \$2,401,260.91 (May)/Authorized \$2,779,449.00
 J. Ward discussed that the IDA has not received the monthly tracking spreadsheet and ST-123's from April, May, June, July, August and September 2024. They have indicated that they will issue payment. Best Bev's authorized sales tax exemption is \$2,779,449. They are at \$4,294,907 and are requesting to increase the authorized sales tax exemption amount to \$5,200,000 and to extend the agreement to June 30, 2025. J. Meagher provided a resolution to increase the authorized sales tax exemption, and to extend the agreement.

Motion to authorize resolution to increase the sale and use tax exemption agreement granted to Best Bev, LLC, and extend agreement through June, 2025. (T. Monell, E. Knolles)

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

- 2. 231 Main LLC – \$13,360.91 (September)/ Authorized \$34,320
- 3. SEASON II LLC - \$10,475.58 (May)/ Authorized \$17,942 – to be closed out.
- 4. Arteast Café LLC - \$11,697.02 (July)/ Authorized \$24,000
- 5. Navo Properties LLC - \$1,826.11 (September)/ Authorized \$2,728 – Sales Tax Exemption Agreement will expire 10/4/2024.

J. Ward discussed that Navo Properties would like to extend their agreement by a year. J. Meagher prepared a resolution to approve pilot extension.

Motion to authorize resolution to extend Navo Properties agreement twelve months. (E. Knolles, T. Monell).

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

- B. Spencer Tioga solar PILOT – J. Meagher to provide letter to NYS ABO
- C. School PILOT bills – Sent out the 1st week in September
- D. 2025 Town PILOT Projections – Sent out the 1st week in September
- E. Kinder Morgan (CNYOG) request to extend PILOT
- F. OACSD request for a meeting to discuss CNYOG PILOT expiration. Owego/Apalachin are coming to the next meeting to discuss the pilots.
- G. Suneast Solar Pilot-
 J. Ward discussed that SunEast would like to close on the Sales Tax Exemption portion of their PILOT, with the real property portion closing



soon after. SunEast is requesting to pay for the ‘sales tax only portion’ of their agency fee upon execution of the Sales Tax Agreement, and to pay the balance of the agency fee later upon PILOT closing. Total Agency Fee for full PILOT Agreement including sales tax exemption would be: 1% of Total Project Cost of \$46,682,660 = \$466,827. J. Meagher prepared a resolution to approve SunEast’s agency fee request.

Motion to authorized resolution to approve Suneast’s Agency fee request. (E. Knolles, M. Townsend)

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

Project Updates:

- A. Railroad ROW 3 buildings
 - 1. RFP for building demos – Bids due 9/27/2024. LCP Group (\$11,200) and Contentos (\$35,000).

J. Meagher prepared a resolution to move forward with LCP Group in the amount of \$11,200.

Motion to approve LCP Group Proposal of \$11,200 for building demolitions. (E. Knolles, M. Townsend).

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

Grant Updates:

- A. NYS Division of Homeland Security & Emergency Services-Richford Railroad
- B. ARC Grant – Engineering Design Lounsberry Industrial Hub – RFP issued 9/12/2024
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
 - 1. Grant Disbursement Agreement (GDA) – Authorization for J. Ward to sign
 - 2. Reimbursement request for \$23,650 in process. Submitting GDA and attachments. ESD can take 3-6 months to reimburse.

Motion to approve resolution to allow LeeAnn Tinney to continue to represent the agency and sign documentation on behalf of the agency with respect to ESD. (T. Monell, B. Evanek)

**Aye- 5
Abstain- 0
No – 0
Carried**

D. USDA Local Meat Capacity Grant – Reed Brook Meats application 7-14-23 –



Requested update 9/12/2024

- E. Water Quality Improvement Plan- Blodgett Road; S&W 2025 start
- F. USDA IRP Loan Application – Requested update 9/12/2024
 - 1. Letter of Conditions package forthcoming
- G. USDA Equipment Purchase Grant Application- The agreement guidelines are being formalized.
- H. USDA Lounsberry additional studies – RFP issued 9/12/2024. – There will be more info next month.

Motion to move into Executive Session pursuant to Public Officers Law Section 105. No Executive Session took place.

Next Meeting: Wednesday November 6, 2024

T. Knolles motioned to end meeting at 5:27 PM.