



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

Regular Board Meeting Minutes

I. Call to Order and Introductions – Ms. Ceccherelli called the meeting to order at 4:34 pm

II. Attendance

IDA Board Members

Roll Call: J. Ceccherelli, K. Gillette, J. Ward (attended via Zoom), E. Knolles (attended via Zoom), A. Gowan

Excused: T. Monell, M. Sauerbrey

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

III. Privilege of the Floor: James Gensel

IV. Motion to move into Executive Session at 4:35 pm to discuss financial matters pursuant to Public Officers Law Section 105. (K. Gillette, A. Gowan)

Motion to adjourn Executive Session at 5:18 pm. (A. Gowan, E. Knolles)

V. Approval of Minutes

A. April 6, 2022 Regular Meeting Minutes

B. April 13, 2022 Loan Committee Meeting Minutes

Motion to approve April 6, 2022 Regular Meeting Minutes and April 13, 2022 Loan Committee Meeting Minutes, as written. (A. Gowan, E. Knolles)

Aye – 5 Abstain – 0
No – 0 Carried

VI. Financials

A. Balance Sheet

B. Profit & Loss

C. Transaction Detail

D. Accounts Receivable

Motion to acknowledge financials, as presented. (A. Gowan, K. Gillette)

Aye – 5 Abstain – 0
No – 0 Carried

VII. ED&P Update: L. Tinney

Ms. Tinney updated the board on the following items:

- The department is continuing its work on expanding broadband to the unserved and



underserved areas throughout the county:

- The department is waiting to hear about the USDA ReConnect III application to expand broadband in the Town of Nichols. Awards will be announced in June.
- The state has repealed Perm 75, which required a fee when building on Department of Transportation Right of Ways. This will encourage more broadband development.
- The department is working with the Town of Nichols and Southern Tier Network to apply for a Connect All Grant
- The department is working on responding to four manufacturing leads
- The original plan for the Lounsberry Industrial Pocket is no longer in the works, as the developer decided not to move forward. Therefore, Ms. Tinney asked Larson Design Group to rework the development plan for the Buck Road property. Ms. Tinney presented the board with drawings showing a 40,000 square foot building on the property. Ms. Tinney proposed the IDA would build the 30,000-50,000 square foot building, and then sell or lease the building. Ms. Tinney will go back to Larson Design Group to get numbers and additional information on how much a project like this would cost. Ms. Tinney also reported that Engelbert Farms usually plants crop on this property, and has plans to do so again this year. The board agreed that it is allowable for the Engelberts to plant crops on this property again this year.

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

- A. Owego Gardens II
 - 1. Updated Project Cost Spreadsheet

IX. New Business: C. Curtis

- A. Harford Mills – Parker Residence
 - 1. Original request letter 2021
 - 2. License Executed 8-2021
 - 3. April 2022 request

Ms. Curtis reported that the Parkers, who reside next to IDA owned land in Harford, have offered to purchase the IDA property adjacent to their home. The Parkers currently store their camper on this IDA property, as the board issued a certificate for them to do so last year. The Parkers wish to own the property because in the winter, the town plows snow and leaves it on the IDA property, blocking their camper. The Parkers have asked to purchase the property for \$2,500, or install cement pillars on the property to prevent snow plows from piling snow there. After board discussion, it was determined that the board is not interested in selling the land since a portion of it is in the railroad right of way. J. Meagher suggested the Parkers talk to the town about the issue. C. Curtis noted that the Parkers intend to speak with the town about the issue. It was decided that C. Curtis will tell the Parkers to report if the town will have an issue with putting cement pillars on the property. The board will decide from there which path to take.

- B. Barn & Silo Demo Proposals
 - 1. Proposal Prices
 - 2. LaBella Associates D.P.C.
 - 3. Delta Engineers, Architects, & Surveyors
 - 4. O'Rourke Inc



- 5. Keystone Environmental Services Estimated Price Proposal
Keystone Environmental Services Not To Exceed Proposal
Statement of Qualifications

Ms. Curtis presented the board with the four bids for the environmental services for the barn and silo demolition. After board discussion, it was decided to award O’Rourke Inc. with the bid, as they had the “lowest not to exceed” cost.

Motion to award O’Rourke Inc. with the environmental services bid for the barn and silo demolition on the Buck Road property. (A. Gowan, K. Gillette)

Aye-5	Abstain-0
No-0	Carried

- C. TEAM Tioga Documentary
<https://www.deluge.media/teamtioga>

Ms. Curtis shared the documentary created for the TEAM Tioga Breakfast Event with the board.

X. Committee Reports: C. Curtis

A. Public Authority Accountability Act (PAAA)

- 1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward
 - a. Insero & Co – annual audit 3-year proposal

Ms. Curtis shared a three year audit proposal from Insero & Co. Ms. Curtis has had a good experience working with them for the past three years, and recommended the board continue to work with them.

Motion to accept the annual audit 3-year proposal from Insero & Co, and continue using their services for the next three years. (A. Gowan, K. Gillette)

Aye-5	Abstain-0
No-0	Carried

- 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: S. Thomas, A. Gowan, R. Kelsey, K. Dougherty, D. Barton, J. Ward, E. Knolles
 - a. IRP Loan – Vitality Aesthetics & Wellness - Recommend denial
- 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 - a. No report

XI. PILOT Updates: C. Curtis

A. Sales Tax Exemptions Update:

- 1. Owego Gardens II – Home Leasing - \$95,181.36/Authorized \$524,194
- 2. RB Robinson - \$25,887.79/Authorized \$55,990
- 3. Statewide Aquastore Inc. - \$11,663.61/Authorized \$17,856.40

XII. 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

XIII. Resolution

Motion to approve the resolution accepting the PILOT application from Sun East Valley Solar, and set the public hearing. (K. Gillette, E. Knolles)

Aye – 5

Abstain – 0

No – 0

Carried

XIV. Next Meeting: Wednesday June 1, 2022

XV. Adjournment – Mr. Gillette motioned to adjourn the meeting at 5:56 pm.