



Tioga County Industrial Development Agency
March 2, 2022 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Hubbard Auditorium, 1st Floor
Agenda

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

II. Attendance

IDA Board Members
Roll Call: K. Gillette, M. Sauerbrey, J. Ward, E. Knolles (via Zoom), A. Gowan
Excused: J. Ceccherelli, T. Monell
Guests: C. Curtis, M. Schnabl, J. Meagher, L. Tinney, J. Gensel, M. Freeze

III. Privilege of the Floor: James Gensel

Mr. Gensel shared an Owego Gardens II update with the board. There are two change orders to the Robinson contract, one for the pump station portion of the project (change order 1) and one for the electric service to the water tank (change order 2). Change Order 1 will cost \$10,465, and Change Order 2 will cost \$125,321. The electric service to the tank site will now have to be put underground, which results in an increased cost. K. Gillette questioned who would be responsible for the maintenance of the underground electric once completed. Mr. Gensel explained that once it is completed, the electric service will not be the responsibility of the IDA. He added that easements will be required to run the wire from the transformer up to the tank. Other additional costs that are part of the developer agreement include the security cameras, generator, and SCADA. These costs total \$37,686.

Motion to authorize Change Orders 1 & 2 to contract B with Robinson for the pump station and miscellaneous electric. (E. Knolles, A. Gowan)

Aye-5 Abstain-0
No-0 Carried

IV. Approval of Minutes

A. February 2, 2022 Regular Meeting Minutes

Motion to approve February 2, 2022 regular meeting minutes, as written. (M. Sauerbrey, A. Gowan)

Aye-5 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, J. Ward)

Aye-5 Abstain-0
No-0 Carried

VI. ED&P Update: L. Tinney – Ms. Tinney noted that the Hooker Foundation Grant funds for the Education Workforce Coordinator position will be directly funded to the county.



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

- A. Owego Gardens II
  - 1. Updated Project Cost Spreadsheet
- B. Lounsberry Power Study – Mr. Curtis noted that this is still in progress.
- C. DRI – HCR Projects
  - 1. Sales tax exemption
  - 2. Broome County Agency Small Business Incentive Program

Ms. Curtis reminded the board that the IDA is the recipient of DRI Grant funds for 16 small business projects. Each project has a sub agreement from the IDA. Two of these project property owners inquired about having their projects be sales tax exempt through the IDA. J. Meagher advised that this could be allowable. After board discussion, the board determined that they would not allow these projects to seek sales tax exemption through the IDA.

**VIII. New Business: C. Curtis**

- A. Park Outdoor Advertising – Expired Leases
  - 1. Proposed Lease 1
  - 2. Proposed Lease 2

Ms. Curtis explained to the board that Park Outdoor Advertising currently has a 10 year lease with the IDA that expires at the end of this year. Park Outdoor Advertising is requesting a new 20 year lease from the IDA. After board discussion, C. Curtis will go back to Park Outdoor Advertising and offer a 5 year renewable lease to the company.
- B. Avery Demolition Proposal

**IX. Committee Reports: C. Curtis**

- A. Public Authority Accountability Act (PAAA)
  - 1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward
    - a. 2021 Audit in progress – Ms. Curtis noted that the audit is full complete with the exception of employee reports from a few companies.
  - 2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles
    - a. No report
    - b. M. Schnabl presented a new web application that shows available properties throughout the county, including IDA owned sites. This application will be posted on the ED&P and IDA websites in order to better promote available sites in the county.
  - 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. No report
  - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
    - a. No report

**X. PILOT Updates: C. Curtis**

- A. Sales Tax Exemptions Update:
  - 1. Owego Gardens II – Home Leasing - \$74,953.24/Authorized \$524,194



2. RB Robinson - \$25,887.79/Authorized \$55,990
  3. Statewide Aquastore Inc. - \$11,650.61/Authorized \$17,856.40
- B. Town & County PILOT Payments disbursed

**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

**XII. Motion to move into Executive Session at 5:23 pm to discuss financial matters and property acquisition pursuant to Public Officers Law Section 105. (A. Gowan, M. Sauerbrey)**

**Motion to adjourn Executive Session at 6:21 pm.**

**XIII. Next Meeting: Wednesday April 6, 2022**

**XIV. Adjournment – Mr. Gowan motioned to adjourn the meeting at 6:22 pm.**