



# TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION

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**Tioga County Property Development Corporation  
Special Board of Directors Meeting  
Wednesday, August 25, 2021 at 10:30 am  
Ronald E. Dougherty County Office Building  
Tioga County Economic Development and Planning Conference Room #201  
56 Main Street, Owego, NY 13827  
Agenda**

1. **Call to Order** – Mr. Kelsey called the meeting to order at 10:35 am.
2. **Attendance**
  - a. **Roll Call:** P. Ayres, R. Kelsey, S. Yetter, C. Brown, D. Astorina (arrived at 10:55 am), L. Pelotte  
**Absent:** M. Sauerbrey, M. Baratta,
  - b. **Invited Guests:** Brittany Woodburn, L. Tinney, M. Griffiths
3. **Old Business**
  - a. **Status of Tenant Relocations/Discussion of closure with remaining tenants**

Ms. Woodburn reported that as of the last meeting, there were two tenant relocations left to be completed for the Temple/Liberty Street project. DSS has been able to assist one of the tenants in finding new housing, and it is anticipated that they will be moved into the new housing by September 1st. The other tenant is now eligible to receive rental assistance through DSS, and it is also anticipated that they will be moved into new housing by September 1st. Ms. Woodburn reported that the closing date for the five properties on Liberty and Temple Streets has been tentatively scheduled for the end of next week.
  - b. **Status of Request for Proposals – Temple/Liberty St. Demolition and Environmental Services**

Ms. Woodburn reminded the board that the bids went out at the end of June for the Environmental Services and Demolition work, with bids being received in mid-July. Five proposals were received for the environmental work, with O'Rourke Environmental having the lowest responsible bid.

**Motion to approve O'Rourke Environmental as the lowest responsible bidder to perform the environmental services for the properties on Liberty and Temple Streets as a part of the Liberty/Temple Street project.**

**C. Brown/L. Pelotte/Carried  
None Opposed  
No Abstentions**

**A PARTNER OF**

**TEAM TIOGA** 

Ms. Woodburn explained that there were four bids received for the demolition of the properties, with RPM Group and LCP Group having the two lowest bids. The board expressed concern with RPM Group's experience and capacity to complete this large scale project. The board did not feel that RPM Group demonstrated in their proposal that they have the experience necessary to demolish multiple multi-family homes located within a compact area. One board member also expressed concern about the reliability of RPM Group. Because of these factors, the board determined LCP Group to be the lowest responsible bidder.

**Motion to approve LCP Group as the lowest responsible bidder to perform the demolition services for the properties on Liberty and Temple Streets as a part of the Liberty/Temple Street project.**

**L. Pelotte/S. Yetter/Carried  
None Opposed  
No Abstentions**

4. New Business

- a. **Motion to enter Executive Session pursuant to Public Officers Law Section 105 at 10:48 am to discuss financial matters, property acquisitions, and personal matters.**

**P. Ayers/S. Yetter/Carried  
None Opposed  
No Abstentions**

**Motion to adjourn executive session at 11:01 am.**

**S. Yetter/D. Astorina**

Mr. Kelsey asked for a motion to move forward with the purchase of the property on Liberty Street in connection with the Owego Apalachin Central School District's (OACSD) Building Construction and Systems program project. Ms. Woodburn presented the board with the current financials of the Land Bank. The board discussed the financials before making their decision to move forward with the motion. The board agreed that the motion should be contingent upon the Memorandum of Understanding between the OACSD and the TCPDC, as well as grant funding to assist with the purchase of this property.

**Motion to enter into a purchase agreement, and subsequently acquire the property on Liberty Street, contingent upon the Memorandum of Understanding with the Owego Apalachin School District, acceptable insurance conditions, and the award of grant funding to assist with the acquisition of the property.**

**P.Ayers/S. Yetter/Carried  
None Opposed  
No Abstentions**

5. **Chairman's Remarks**

6. **Adjournment**-Ms. Pelotte motioned to adjourn the meeting at 11:20 am.

Respectfully submitted,  
Megan Griffiths