



**Tioga County Industrial Development Agency  
April 6, 2016 • 4:30 p.m. • Ronald E. Dougherty County Office Building  
56 Main Street, Owego, NY 13827**

**Minutes**

- 1. Call to Order and Introductions** – Meeting was called to order at 4:30pm by Chairperson R. Kelsey.
- 2. Attendance**
  - A. IDA Board Members
    1. Roll Call: R. Kelsey, A. Gowan, T. Monell and K. Gillette K. Dougherty, J. Nolis, M. Sauerbrey
      - a. Absent:
      - b. Excused:
    2. Guests:
      - B. Myers, L. Tinney, C. Haskell, J. Meagher, J. Bellis, C. Maby, J. Tornatore, D. Camin
- 3. Privilege of the Floor-**
  - A. Newark Valley Sidewalk Presentation** – J. Tornatore, C. Maby  
Mayor Tornatore provided the board with information regarding the sidewalk project in the Village of Newark Valley. He asked the IDA Board to consider contributing to the project. T. Monell/K. Dougherty arrived @ 4:38 p.m. The IDA Board will return to this matter once it is decided who will maintain the sidewalk.
  - B. STN – Broadband Presentation** – D. Camin  
D. Camin provided the IDA Board with information regarding the STN broadband fiber extension project.
- 4. Approval of Minutes –**
  - A. March 2, 2016 Regular Meeting Minutes**  
  
Motion to approve minutes (M. Sauerbrey, T. Monell)  
Aye- 7      Abstain- 0  
No-0
  - B. March 2, 2016 Audit Committee Minutes**  
  
Motion to approve minutes (M. Sauerbrey, T. Monell)  
Aye- 7      Abstain- 0  
No-0
- 5. Motion to confirm email acceptance of:**

A. 2015 Revised Audited Financials

Motion to approve email vote (A. Gowan, T. Monell)

Aye- 7 Abstain- 0

No-0

**6. Project Updates**

A. Crown Cork & Seal USA, Inc. – B. Myers/J. Bellis

1. Update
2. Job Fair – Job fair today 3-6pm at The Creamery Building in Nichols.
3. Larson Design Group – J. Bellis
  - a. WWTP Update – On Schedule, 100% drawings sent to DEC. Bid opens next week. Week of 4/11/2016
  - b. Water Update – Little behind, however, current system can keep up with demand until 2017.

B. Tioga Downs Racetrack, LLC – B. Myers

1. Update - On schedule, concentrating on restaurant build at the current time.

C. Owego Gardens Project Update - B. Myers

1. Update - Water sustainability test 4/7/2016.

D. FedEx Project – B. Myers

1. Update – Moving forward, PILOT closing coming soon. – J. Meagher

E. Midwestern Pet Foods – B. Myers

1. ST-60 - Filed an ST-60 and ST-123 for the purchase of goods from Hagen Pet Foods.

**7. Financial Report – B. Myers**

A. Reports

1. Balance Sheet – R. Kelsey asked about the funds in the escrow for the Crown Cork and Seal Project.
2. Profit & Loss
3. Transaction Detail

Motion to acknowledge financials (K. Dougherty, T. Monell)

Aye- 7 Abstain- 0

No-0

**8. New Business – B. Myers**

A. Foil Request from Gannett CNY Newspapers - Completed 3/18/2016

B. Directors and Officers Liability Insurance

C. Single Audit Certification Form NYS-Homeland Security

D. Advertisements split with Economic Development and Planning:

1. The Morning Times - \$175.00
2. Celebrating Women in Business- \$250.00
3. Pennysaver- \$103.88
4. Kiwanis Radio Day- \$100

Motion to approve advertisements (A. Gowan, T. Monell)

Aye- 7 Abstain- 0

No-0

E. Notary Public Class- TC3- 4/22/2016 - \$125.00

Motion to approve notary public class (A. Gowan, T. Monell)

Aye- 7          Abstain- 0

No-0

F. Meeting with FHWA and DOT - Nichols Interchange proposal. FHWA explained that the possibility of an addition for a second interchange in the Town of Nichols is unlikely.

**9. Old Business – B. Myers**

A. Public Authority Accountability Act

1. Audit Committee Report (R. Kelsey, K. Dougherty, J. Nolis)

a. None

2. Governance Committee Report (R. Kelsey, K. Dougherty, J. Nolis)

a. None

3. Finance Committee Report (R. Kelsey, A. Gowan, K. Gillette)

a. None

B. Damaged sign for industrial park – B. Myers

1. Update – Sign has been repaired. IDA has been invoiced.

C. Bill Woods Park Bench – L. Tinney

1. Date chosen and location chosen for dedication ceremony:

Wednesday July 20<sup>th</sup>, 4:00-6:00, at the Newark Valley Historical Society Depot

D. ESD Grant for E-Site – B. Myers – Working on GDA.

E. Upstate Shredding Sub Recipient Agreement – J. Meagher – Agreement forthcoming.

**10. PILOT Updates - B. Myers**

A. PARIS report was filed 3/30/2016 - Report was filed on time.

**11. Reports**

A. Railroads

1. Committee Report (T. Monell, K. Gillette)

a. Fiber Poles Easement - L. Tinney/J. Meagher

B. Loan Program – B. Myers

1. Commercial Facade Application

**12. Motion to move into Executive Session to Discuss Financial information of a particular loan applicant.**

Motion to move into executive session. (K. Dougherty, A. Gowan) 6:09 p.m.

Aye- 7          Abstain- 0

No-0

IDA Came back into regular session. 6:31 p.m.

Vote to approve the Commercial Façade Loan for Owen Insurance Agency

Motion to approve loan application (T. Monell, A. Gowan)

Aye- 6 Abstain- 1 (K. Dougherty)

No-0

Motion to adjourn meeting

Motion to adjourn meeting. (K. Dougherty, A. Gowan) 6:36pm

Aye- 7 Abstain- 0

No-0

**13. Next Meeting – Wednesday, May 4, 2016**

**14. Adjourned – 6:36 p.m.**