



**Tioga County Industrial Development Agency
May 2, 2018 • 4:30pm •
Ronald E. Dougherty County Office Building
56 Main Street, Owego, NY 13827**

Minutes

1. Call to Order and Introductions

The meeting was called to order by Chairperson R. Kelsey at 4:32 p.m.

2. Attendance

A. IDA Board Members

1. Roll Call: R. Kelsey, A. Gowan, K. Dougherty, T. Monell, K. Gillette,
J. Ceccherelli, M. Sauerbrey

a. Absent: T. Monell

b. Excused: K. Dougherty

2. Guests:

a. B. Myers, C. Haskell, J. Bellis, J. Meagher, L. Tinney, S. May, M. Freeze

- 3. Privilege of the Floor** – J. Bellis reported Applied Technology is applying for CFA funding to fill in basement and to build up and expand out. CFA funding to be used for purchase material in the first phase. J. Bellis reported there was some misinterpretation between NYS DEC and the Village of Owego. Eligible to fill up to the height of the existing floor with existing businesses. Looking into whether this can be done in phases or if NYS DEC will require a whole phase approach.

4. Project Updates – B. Myers

A. Crown Cork & Seal USA, Inc.

1. Update:

2. ESD – Nichols: B. Myers reported the amended GDA was executed and returned to NYS Empire State Development.

B. Tioga Downs Racetrack, LLC Phase 4

1. Update – B. Myers reported Phase 4 is completed and the golf course/club house is now operational.

C. Gateway Project

1. Update – B. Myers reported façade and interior work are underway. B. Myers reported 75% of the business area has been committed.

D. Project Freehold (Infill)

1. Update – J. Bellis addressed the project's update under Privilege of the Floor.



E. Upstate Shredding

1. Update – B. Myers reported the grant award would most likely be reduced to \$970,000 based on job numbers. Upstate Shredding has been advised and NYS Empire State Development will be in contact.

F. Owego Gardens 1

1. Belva Lockwood Lane – B. Myers reported the deed has been signed, waiting on the Village to execute & record.

G. Owego Gardens 2

1. Update - B. Myers reported a meeting was held this week with Home Leasing, SUEZ Water, and Fagan Engineers. B. Myers reported Fagan Engineers is requesting a decrease in the water tank size, as well as moving the location further down the hill. L. Tinney reported a reduction in numbers could result in a reduction in the \$350,000 State grant award, as this award was based on a \$1.284 project. The water system has to be at least this amount to avoid possible award reduction. L. Tinney reported a budget breakdown on this project is included in tonight's meeting packet. L. Tinney reported there is a gap of \$758,000 for the water system. Question raised as to the balance of funds required for this project. L. Tinney reported the overall funding gap is unknown at this time and will be determined by what Edgemere anticipates including in their financial package and the amount the IDA is interested in partnering on this project. In regards to the water tank, discussion ensued whether the IDA is interested in a land lease or if SUEZ is interested in purchasing the land. Municipality owned avoids the 40% tax that a private business would endure. L. Tinney reported the only guarantees on this project at this time is the \$350,000 State grant award and the SUEZ credit part of the CFA for road and sewer extension in the amount of \$190,000. L. Tinney reported the CFA window opened on 5/1/18 and closes as of 7/27/18 with award announcement anticipated for December 2018.

5. Old Business – B. Myers

A. Public Authority Accountability Act

1. **Audit Committee Report (R. Kelsey, K. Dougherty, A. Gowan)**
 - a. Nothing new to report.
2. **Governance Committee Report (R. Kelsey, K. Dougherty, J. Ceccherelli)**
 - a. Nothing new to report.
3. **Finance Committee Report (R. Kelsey, A. Gowan, K. Gillette) –**
 - a. 5/2 Meeting Recap – B. Myers reported the Finance Committee met just prior to this meeting to discuss ICS Programs for grant funds. Received information from Community Bank and looking at other banks.



B. Lounsberry Property Purchases – B. Myers

1. Jame Enterprises – Waiting on the wetland delineation for the Lopke property. There were no significant findings on the archeological study. SHPO will be issuing a no impact letter.
2. Town of Nichols – Survey and due-diligence on this property is completed. The wetland delineation is completed and SHPO will be issuing a no impact letter. L. Tinney reported Kevin Engelbert’s son is interested in planting corn on this property. The IDA Board was in favor of this request providing an agreement and compensation are in place. L. Tinney will contact Mr. Engelbert regarding price per acre for planting purposes.

C. ED&P Update - L. Tinney

- **REAP** – ED&P is assisting REAP with re-visioning concept. Two USDA applications are being submitted: Housing Study Implementation in the amount of \$51,500 and New Business Equipment for Lovelass/Pelicano Brewery Project for \$96,040. Award notification anticipated for August 2018. Still working on ABO compliance issues and possible restructuring fee schedule for towns. If determined REAP is subject to ABO compliance, \$10,000 will be needed for auditing purposes.
- **Ag Economic Development Specialist Position** – IDA agreed to partner with the County on the hire of a full-time position with contributing up to \$5,000 in 2018 and up to \$10,000 in 2019. These numbers were based on individual insurance coverage and in the event the candidate requires family insurance coverage, the County inquired as to whether the IDA would be willing to contribute additional funds. The impact for the additional funds will not exceed \$10,400 for 2018 and \$26,700 for 2019. The IDA Board was in favor of the supporting the additional funding, if needed. The IDA Board requested this employee provide updates at the monthly IDA meetings.

Motion to approve the additional funding for family insurance coverage, if needed, for amounts not to exceed \$10,400 in 2018 and \$26,700 in 2019. (J. Ceccherelli, K. Gillette)

Aye – 5 Abstain –
No – 0 Carried

- **Yoder’s Farm STREDC Loan** – The Yoder’s secured a \$100,000 STREDC loan and paid it off in full prior to date of first payment.
- **Restore NY** – Secured \$875,000 grant for the Village of Owego and \$1,000,000 grant for the Village of Waverly.
- **Workforce Development Program** – Currently, there are 12 apprentices and five companies interested in participating in the Accelerated Apprentice Program; Granite Works, Wagner Lumber, Applied Technology, Crown Cork & Seal, and Crowley Manufacturing. SUNY Broome and O-A School District are also participating.



- **Southern Tier Network** – Unexpended funds from the initial phase have been approved for the extension from Turner’s Bridge to Corporate Drive in the Town of Owego. Another extension has been requested for the Route 38 corridor to Berkshire, NY.
- **Team Tioga Goal Setting (Wildly Important Goals – WIG)** – Team Tioga has identified two goals for 2018: Increase working age population and building municipal team relationships. In regards to building municipal relationships, staff is attending all municipal meetings from now until the end of the year.
- **2+4 Housing Project** – Company is again looking at a couple of sites in Tioga County.
- **MWBE Challenges** – Letter sent to Senator Akshar and Assemblyman Friend regarding the undue challenges on rural areas to meet the MWBE requirements related to construction businesses (15% women-owned and 15% minority-owned), therefore, resulting in having to go outside the county.

6. **PILOT Updates – B. Myers**

A. Spencer-Tioga Solar, LLC (f/k/a SUN 8) – B. Myers/J. Meagher

- 1. Update – B. Myers reported the company approached the IDA requesting consideration for re-adjustment of the PILOT schedule for the first year of operation and re-evaluation at the completion of the first year. J. Meagher reported accommodating this request would require starting the process from the beginning with a new cost benefit analysis and public hearing. IDA Board was not in favor of approving this request.

7. **New Business –**

- A. E-Site Master Plan Update** – B. Myers reported an updated Master Plan is required for the Owego Gardens 2 SEQRA for road infrastructure, town houses, apartments, and office building. B. Myers reported County Planning Director Jardine prepared the Master Plan and due to unforeseen circumstances was unable to attend tonight’s meeting as scheduled. J. Meagher reported a Supplemental Environmental Impact Statement is required due to the wetland. The project has been reduced in size, therefore, would not have a negative environmental impact. J. Meagher reported the impacts could be addressed in an Amended Findings.

Motion to approve the Supplemental Environmental Impact Statement (M. Sauerbrey, K. Gillette)

Aye – 5	Abstain –
No – 0	Carried

8. **Approval of Minutes**

- A. April 4, 2018 Regular Meeting Minutes -

Motion to approve the April 4, 2018 Regular Meeting Minutes, as written. (J. Ceccherelli/M. Sauerbrey)

Aye – 5	Abstain –
No – 0	Carried



9. Financial Reports – B. Myers

A. Reports –

1. Balance Sheet – B. Myers highlighted the following: Double Aught HUD loan payoff, archeological study for Lopke property, and surveys for the Town of Nichols, Berry property, and Lopke property.
2. Profit & Loss
3. Transaction Detail

Motion to acknowledge the financial reports, as presented. (A. Gowan/K. Gillette)

Aye – 5 Abstain –
No – 0 Carried

10. Reports

A. Railroad

1. Committee Report (T. Monell, K. Gillette, M. Sauerbrey)
 - a. Income to Date – B. Myers reported the IDA is beyond where we were last year at this time.

B. Loan Program

1. Committee Report (R. Kelsey, A. Gowan, K. Dougherty, D. Barton, S. Thomas)
 - a. Paint Program – B. Myers reported two applications have been approved in the Village of Owego (Lovell – 249 Front Street) and Village of Candor (Fahey Funeral Home) for \$1,000 each. Currently, there is \$5,500 remaining in the paint program and promotion is continuing.
 - b. LINC Report – Report has been completed and submitted.
 - c. New Loan Inquiries – Received two new loan inquiries and in the process of obtaining applications. Loan Committee will be scheduled for June.

11. Executive Session –

Motion to move into Executive Session pursuant to Public Officers Law Section 105 at 5:53 p.m. pursuant to Public Officers Law Section 105 to discuss financial matters, individual personnel matters, and IDA properties.

(J. Ceccherelli/K. Gillette)

Aye – 5 Abstain – 0
No – 0 Carried

Executive Session adjourned at 6:43 p.m.

Motion to approve survey and appraisal not to exceed \$2,500 and make purchase offer not to exceed \$575,000 on the Town of Owego property contingent upon the company’s commitment to proceed with the project. (M. Sauerbrey/J. Ceccherelli)

Aye – 5 Abstain – 0
No – 0 Carried

12. Next Meeting – June 6, 2018 at 4:30 p.m. – Legislative Conference Room

13. Adjournment – A. Gowan motioned to adjourn the meeting at 6:45 p.m.