



Tioga County REAP LDC Board
 July 9, 2025, at 12:00 PM
 Microsoft Teams

Agenda – July 2025 Quarterly Meeting Minutes

1. **Call to Order:** 12:03pm
2. **Roll Call:**
 - **Attendance:** Sean Lanning, Edgar VanScoy, Robert Williams, Ladd Yost
 - **Guest(s):** Christina Brown
 - **Excused:** Jim Tornatore
3. **Approval of Minutes:** Approval of April 2025 meeting minutes.
 - Motion: E. VanScoy
 - 2nd: L. Yost
4. **Reports:**
 - **Treasurer's Report** – Christina Brown
 - TSB Loan Details - 4% variable interest rate, maturity date: 2033
 - Motion: S. Lanning
 - 2nd: L. Yost
 - **President's Report** – Sean Lanning
 - Motion: E. VanScoy
 - 2nd: L. Yost
5. **Unfinished Business**
 - **Annual Conflict of Interest Disclosures**
 - Pending – E. VanScoy, C. Brown, L. Yost
 - Submitted – R. Williams, S. Lanning
 - **Recruitment Strategy**
 - Each town/village in Tioga County may appoint a resident to act as its representative. No more than 7 board members representing special community interests.
 - S. Lanning will conduct outreach to municipalities in August in the hopes to vote individuals on the board at September meeting.
 - **Equipment**
 - E. VanScoy will send S. Lanning email with equipment description. S. Lanning will then perform the following actions:
 - S. Lanning will contact Tioga County Public Works by 7/31/2025
 - SL will contact food prep/food banks by 7/31/2025 – attempt to donate until 12/31/2025
 - E. VanScoy reported that the equipment is 7 years old. The board has agreed to scrap the equipment after 1/1/2026 if alternate solutions are not found.
 - **2025 Brochure**
 - S. Lanning provided updated 2025 brochure. Changes included decreasing section about REAP Board and increasing information on USDA loans.

6. New Business

- **New Board Member** – Christina Brown - New board member
 - Motion: E. VanScoy
 - 2nd: L. Yost
- **Officer Election**
 - President - Sean Lanning
 - Vice President - Edgar VanScoy
 - Secretary – Vacant
 - Treasurer – Christina Brown
- **Board Member Resignation** – Jim Tornatore - Resignation
 - The board thanks Jim for his years of service, dedication, and commitment to expanding economic development opportunities in Tioga County.
 - Motion: S. Lanning
 - 2nd: E. VanScoy
- **Loan Payoff** – Vote to accept full payment of REAP's TSB loan in the amount of \$32,231.49
 - Current bank account balance of \$37,678.96
 - Outstanding loan balance of \$32,231.49
 - If loan is paid off, annual REAP expenses decrease to about \$1,000. REAP can then proceed to change the town fee request process, decreasing requests from towns and improving relationships.
 - C. Brown will contact Jon Ward to pay off the loan
 - Motion: E. VanScoy
 - 2nd: L. Yost
- **Meeting Schedule** – Vote to amend meeting schedule to tri-annual (January, May, September)
 - *January (Annual Meeting, Pre-RBDG Grant Cycle)* - Conflict of Interest documents, Meeting Schedule, Officer Elections, Vote for New Members , Contact municipalities for projects that align with grants
 - *May (Pre-CF & Water/Waste Disposal Grant Cycle)* - Announcements on USDA funding sources (aligns with USDA grant timelines and reminds everyone of the opportunities when they can still submit an application), Miscellaneous actions, opportunities
 - *September (Post-Grant Cycles)* - Recap of USDA applications from Tioga County municipalities and organizations, Board member recruitment, Town fees discussion, Report on REAP successes
 - Motion: E. VanScoy.
 - 2nd: R. Williams

7. Announcements

- One-minute Updates:
 - L. Yost: Had a question about the REAP Zone for which they've allocated \$337K is what area? Is that Tioga County?
 - E. VanScoy explained that there are five REAP zones, two REAP Zones in New York. These zones get priority eligibility and consideration for the USDA funding sources (CF, RBDG, WWD).

- R. Williams: Emergency Services - successful open house in May, Radio project on going, working on revitalizing the Community Organizations Active in Disaster (COAD

8. **Adjournment** – 12:52pm

NEXT REGULAR MEETING: September 10 @ noon – Microsoft Teams