

Tioga County Industrial Development Agency

December 2, 2020 – 4:30 pm

Ronald E Dougherty County Office Building

56 Main Street, Owego, NY 13827

Regular Meeting Minutes via Zoom

- I. **Call to Order and Introductions**-Chairwoman J. Ceccherelli called the meeting to order at 4:31 pm.

- II. **Attendance**
IDA Board Members
Roll Call: J. Ceccherelli, K. Gillette, A. Gowan, T. Monell, M. Sauerbrey, E. Knolles, J. Ward
Absent: None
Excused: None
Guests: C. Curtis, M. Griffiths, J. Meagher, L. Tinney, M. Freeze

- III. **Privilege of the Floor:** None

- IV. **Approval of Minutes**
 - A. November 4, 2020 Regular Meeting Minutes
Motion to approve November 4, 2020 Regular Board Meeting minutes via Zoom, as written. (A. Gowan, E. Knolles)

Aye-7	Absatin-0
No-0	Carried

- V. **Financials**
 - A. Balance Sheet
 - B. Profit & Loss
 - C. Transaction Detail
Motion to acknowledge financials, as presented. (A. Gowan, J. Ward)

Aye-7	Absatin-0
No-0	Carried

- VI. **ED&P Update: L. Tinney**
 - Ms. Tinney reported that ED&P is working on the Southern Tier 8 Opportunity Zones mapping and marketing project. She noted that there are two Opportunity Zones in Tioga County, one in Nichols, and one in Spencer. This will assist ED&P in marketing these areas.
 - ED&P is working with the Village of Nichols and the county on applying for a grant from the USDA for a vacuum truck. Upon receipt of the funds, the truck will be purchased and used by both the village and the county under a shared services agreement.
 - Ms. Tinney has been in contact with five manufacturing businesses that are looking to relocate to the Southern Tier from metro areas.
 - ED&P is working with the Economic Recovery Council to put the strategic plan that they developed in place.
 - There are currently 18 active DRI project, 6 New York Main Street projects, and 2 Restore New York

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projects that the department is managing.

- The department is currently has 14 potential grants, 2 pending grants, and 18 active grants
- Housing- the Land Bank is working with Ithaca Neighborhood Housing Services (INHS) on a project in the area of Temple Street and Liberty Street in the Village of Owego. The department has also been in contact with SEPP about potential projects in the county
- Agriculture- the Agricultural Value Chain Study is commencing. Ms. Tinney also reported that the department has created a map of all of the known solar projects in the county and their placement in relation to prime farmland. Ms. Tinney is also working on a report to understand the real property impacts of these solar projects in the county
- Workforce Development-the Broome Tioga taskforce is underway. They are working on creating a centralized recruitment tool that is easily accessible for newcomers to the area to find local jobs in Broome and Tioga Counties.
- DRI- B. Woodburn has been working with Ti-Ahwaga Community Players on their DRI project. They were initially awarded \$290,000 for the DRI project, however they cannot move forward with an award of that size at this time. They have redone their scope of work, and have worked out a new project that will result in a new award of approximately \$60,000-\$70,000. Since this will now be a smaller project, Homes & Community Renewal (HCR) has asked that the IDA roll these funds into the already established IDA/HCR contracts. Since Ti-Ahwaga will be relinquishing approximately \$220,000, the state has asked that these funds be reallocated, specifically reallocated to a project that was originally in the DRI plan but was not ultimately funded. Ms. Tinney proposed that these relinquished funds go to a proposal for INHS to collaborate with the Land Bank on their housing project on Liberty Street and Temple Street, which was identified in the original DRI plan, but did not get funded. These funds would be an addition to other funds that INHS has secured for this project. Ms. Tinney asked the board for their opinion on three items: 1. If the board is agreeable to rolling the \$290,000 in funding under the existing DRI multi-site project 2. If the board is agreeable to administering the new Ti-Ahwaga project, and 3. If the board would consider a proposal from INHS for the relinquished funds. Ms. Tinney also reported that the IDA is allowed a 5% administration fee, which would amount to about \$83,000. Ms. Tinney relayed that she may come to the board and ask to use that \$83,000 someplace else, as ED&P largely does the work involved in administering these DRI projects. The board agreed to Ms. Tinney's three questions, and Ms. Tinney will provide more information to the board about this subject at upcoming meetings. ED&P would write a letter to HCR regarding the reallocation of the funds, and HCR would have final say on the decision.

VII. Project Updates: L. Tinney

A. Owego Gardens II

1. Suez Developer Agreements

- Ms. Tinney reported all closing documents will be approved on December 4
- The funds will be disbursed by December 17
- Home Leasing will have equipment on site on December 21
- Next steps will be Department of Health approval
- Wetland credits are in place
- For the water tank, Ms. Tinney has provided revised numbers and new time frame
- Bid packets will be out on December 8, with responses due on December 29
- IDA will award the project at the regular January meeting
- Work will commence on or around January 18
- Before work can begin, developer agreements with Suez needs to be in place, one for the tank and booster station and one for the roadway
- Ms. Tinney reported that J. Meagher was researching the Owego Gardens I project to determine if the IDA needs to be the signer on the agreement, or if Home Leasing needs to be the signer. Ms. Tinney requested that an IDA officer sign the developer agreements when J. Meagher

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determines if the IDA is the appropriate signer.

Motion to authorize IDA officer to be a signer on the developer agreement based on J. Meagher's determination of appropriate signer. (A. Gowan, K. Gillette)

Aye-7	Abstain-0
No-0	Carried

B. CNYOG

- CNYOG had an expired PILOT agreement that had to be extended or renewed
- Ms. Tinney reported that she has spoken to the Town of Owego Board, the Owego Apalachin School Board, and will speak to the County Legislature next week. So far, the Town of Owego and the school district are both on board with the new agreement, and Ms. Tinney expects the County Legislature to be in agreement as well.
- The \$17 million parcel is not part of the agreement, which is a third PILOT that has been put in place. In 2021, this PILOT will be at 90%.
- The new agreement will need to be written so the \$87 million property will be at 100% for 5 years, and the \$17 million property will start at 90% and go to 100% for four years.
- Once Ms. Tinney has received resolutions from these entities, she will work with Mr. Meagher to approach Crestwood and bring forth the request for them to make the PILOT application.

Ms. Tinney finished her update with opening a discussion regarding pending legislation related to the legalized sale of marijuana in New York. Ms. Tinney wished to get the board's thoughts on potential PILOT agreements and marijuana companies. She inquired about the board's stance on the potential of a project involving growing and retail sales of marijuana coming to Tioga County and requesting a PILOT. Mr. Gowan brought up the point that the growing of marijuana could be considered agriculture, and the IDA cannot do anything for agriculture projects. Ms. Tinney relayed that there could be different parts of the marijuana business, including growing, retail and wholesale sale. Mr. Meagher indicated that he would have to look into whether or not this type of operation would be considered an agricultural project, thereby preventing the board from offering a PILOT to such a project. The board was overall skeptical of offering a PILOT to this type of operation, and noted the difference between the hemp business and the marijuana business.

VIII. Committee Reports: C. Curtis

A. Public Authority Accountability Act (PAAA)

1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward
 - a. Annual Audit-Week of January 11th
2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles
 - a. Procurement Policy-In December 2019, there was a revision approved, however there was a typing error. C. Curtis will revise and the board can accept the correction and approve it in January.
3. Finance Committee: J. Ceccherelli, A. Gowan, K. Gillette
 - a. Investment Policy: Site Development CD & Infrastructure CD-Ms. Curtis reported that they are looking to replenish these CDs, and she will be looking to their financial institutions to gather CD rates.
4. Loan Committee: S. Thomas, A. Gowan, R. Kelsey, K. Dougherty, D. Barton, J. Ward, J. Ceccherelli
 - a. IRP Scope of Work – Revision Approved by USDA-these revisions are regarding allowing the loan of funds to alcohol businesses, brewing and alcohol retail, but not taverns and bars.
5. Railroad Committee: J. Ceccherelli, K. Gillette, T. Monell
 - a. Liability Insurance Quotes-Ms. Curtis reported she is reaching out to various companies to find the best rate.
 - b. Surface Transportation Board approval was issued-this is the transfer to RJ Corman
 - c. Closing anticipated week of 12/7/2020

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IX. PILOT Updates: C. Curtis

A. Sales Tax Exemptions Update: C. Curtis

1. V&S New York Galvanizing – \$677,713.58/ Authorized \$771,000
2. Best Buy – \$644,569.19/ Authorized \$1,028,429
3. Owego Gardens II-Sales Tax Exemption Extension Request-Ms. Curtis requested the board to approve this extension since construction at the site still has not taken place.

Motion to approve extension of sales tax exemption until June 30, 2023. (A. Gowan, K. Gillette)

Aye-7	Abstain-0
No-0	Carried

X. Grant Updates: C. Curtis

A. Ag Value Chain-Ms. Curtis reported that this study is in progress

B. Broadband Study

1. STN – TCIDA Agreement-currently, there is an agreement between the county and STN, and the county and the IDA. Ms. Tinney requested there be an agreement between STN and the IDA to streamline the process.

Motion to approve direct agreement between STN and the IDA (E. Knolles, A. Gowan)

Aye-7	Abstain-0
No-0	Carried

C. Town of Richford FEMA Application-Submitted 12-2-2020. Ms. Curtis reported that this grant was submitted today and the IDA match for the grant is 10%

D. Monkey Run FEMA Application – Pending

E. ESD – Owego Utilities Capital Project – V&S water/sewer extension

1. Reimbursement request submitted 11-4-2020; reimbursement forthcoming-Ms. Curtis reported that this reimbursement is expected in the second quarter of 2021.

XI. Motion to move into Executive Session pursuant to Public Officers Law Section 105 at 5:08 pm to discuss financial matter, property acquisition, and personal matters. (M. Sauerbrey, K. Gillette).

Motion to adjourn Executive Session at 5:35 pm (M. Sauerbrey, J. Ward)

XII. Next Meeting: Wednesday January 6, 2020-Ms. Curtis noted that the annual meeting will begin at 4:00 prior to the regular meeting on January 6.

XIII. Adjournment-Mr. Gowan motioned to adjourn the meeting at 5:37 pm.