



Tioga County Industrial Development Agency
August 3, 2022 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Meeting Minutes

I. Call to Order and Introductions – Ms. Ceccherelli called the meeting to order at 4:32 pm.

II. Attendance

IDA Board Members
Roll Call: J. Ceccherelli, K. Gillette (arrived at 4:37), T. Monell, J. Ward, A. Gowan, E. Knolles (arrived at 4:37)
Excused: M. Sauerbrey
Guests: C. Curtis, M. Schnabl, L. Tinney

III. Privilege of the Floor: None

IV. Approval of Minutes

A. July 6, 2022 Regular Meeting Minutes

Motion to approve July 6, 2022 Regular Meeting minutes, as written. (A. Gowan, J. Ward)

Aye – 4 Abstain – 0
No – 0 Carried

V. Financials

- A. Balance Sheet
B. Profit & Loss
C. Transaction Detail
D. Accounts Receivable

Mr. Ward had a question regarding the railroad payments. Ms. Curtis explained that the railroad is up to date on their payments.

Motion to acknowledge financials, as presented. (A. Gowan, J. Ward)

Aye – 4 Abstain – 0
No – 0 Carried

VI. ED&P Update: L. Tinney

Ms. Tinney updated the board on the following items:

- ED&P assisted with the CFA application for Best Bev in Waverly.
• The department is assisting the Village of Waverly with a Letter of Intent to apply for New York Forward grant funds.
• The department is assisting with a Village of Owego Restore NY project, along with potentially submitting a Letter of Intent for a Restore NY Special Project for another building in the Village of Owego. Special Projects can be awarded up to \$10 million.
• The department has been in contact with a housing developer that is looking at possible projects in either the Village of Owego or the Town of Owego.
• The department was successful in their application for a CDBG for the Racker



Neighborhood Depot project in the amount of \$3 million.

- RFPs have been issued for the Land Bank properties on Temple Street and Liberty Street in the Village of Owego.
- The department is exploring grant fund opportunities for EV charging stations in the Village of Owego and the Village of Waverly.
- Work has been completed on the Village of Waverly Economic Impact report.
- Through Southern Tier 8, there is an opportunity to install signs on IDA owned property at no cost to the IDA. The properties where the signs would be installed are the Hess property, Stanton Hill Road property, Buck Road property, and the E-site/Rizzuto property. The board was agreeable to installing these signs.
- The ConnectALL broadband expansion project in the Town of Nichols will hold a public informational meeting on August 4 for Nichols residents.

VII. Project Updates: L. Tinney & C. Curtis

A. Owego Gardens II

1. Updated Project Cost Spreadsheet
2. Escrow Agreement

J. Meagher has reviewed the Escrow Agreement and approves of the language. He will follow up with Suez's attorney to determine if they will split the escrow agent fee with the IDA.

3. Easements

4. Project Schedule

The project is currently delayed due to NYSEG not installing the meter box.

Mr. Gensel from Fagan has finished his review regarding reimbursement costs. The revisions will be entered into the final developer agreement revision. The final figures will be entered into the final escrow agreement as well. The only payment for the project that has been disbursed since last month is \$20,000 to Fagan Engineers. Mr. Gensel is reviewing the most recent change order before payment is made to Robinson.

VIII. New Business: C. Curtis

A. Chamber Stakes 9-24-22

1. Flier & Sponsor Flier

Ms. Ceccherelli and Ms. Curtis will be attending this event.

B. Corporate Drive Sign

The new sign at corporate drive has been installed.

C. Norwesco Curb Cut

Norwesco has requested the county cut the curb near their site on Corporate Drive on IDA property, which is a right of way for the railroad. This curb cut will not be used right away. If their current parking lot situation is not adequate, they will request the board give them permission to utilize the curb cut located on the IDA property.

IX. Committee Reports: C. Curtis

A. Public Authority Accountability Act (PAAA)

1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward
 - a. No report

2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles



- a. No report
- 3. Finance Committee: J. Ceccherelli, A. Gowan, J. Ward
 - a. No report
- 4. Loan Committee: S. Thomas, A. Gowan, R. Kelsey, K. Dougherty, D. Barton, J. Ward, E. Knolles
 - a. No report
- 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 - a. No report

Ms. Ceccherelli noted that a meeting with RJ Corman and IDA board members has been set for August 16.

X. PILOT Updates: C. Curtis

- A. Sales Tax Exemptions Update: All within their authorized limits.
 - 1. Owego Gardens II – Home Leasing - \$110,577.98/Authorized \$524,194
 - 2. RB Robinson - \$28,537.73/Authorized \$55,990
 - 3. Statewide Aquastore Inc. - \$17,036.71/Authorized \$17,856.40

XI. Grant Updates: C. Curtis

- A. New York State Division of Homeland Security and Emergency Services (DHSES) DR-4567
Planning Grant – Richford Railroad
 - 1. Application pending
- B. ARC Grant Application – Engineering Design Lounsberry Industrial Hub Buildings – Application Submitted 7-26-22; Revisions Due 8-5-22
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley – In progress – Application Submitted 7-28-22. The study will investigate the feasibility of extending water from the Town of Van Etten to the Village of Spencer to service Raymond Hadley. It will also explore the Village of Spencer having their own independent water system and Raymond Hadley having their own independent system.
- D. ARC Grant Agreement – Workforce Coordinator. The grant agreement for the ARC funding for the Education Workforce Coordinator is in the name of the IDA. The agreement has been approved by Mr. Meagher. Ms. Curtis requested board approval to have Ms. Sauerbrey execute the grant agreement between ARC and the IDA for the grant funds for the Education Workforce Coordinator position.

Motion to authorize the execution of the grant agreement between ARC and Tioga County IDA for the grant funds for the Education Workforce Coordinator position. (E. Knolles, K. Gillette)

| | |
|----------------|--------------------|
| Aye – 6 | Abstain – 0 |
| No – 0 | Carried |

XII. Motion to move into Executive Session at 4:59 pm to discuss financial and personnel matters pursuant to Public Officers Law Section 105. (E. Knolles, K. Gillette)

Motion to adjourn Executive Session at 5:20 pm.



Motion to contribute \$20,000 to the Economic Development Specialist position for 2023. (E. Knolles, T. Monell)

Aye – 6 Abstain – 0
No – 0 Carried

XIII. Next Meeting: Wednesday September 7, 2022

XIV. Adjournment – Mr. Gowan motioned to adjourn the meeting at 5:22 pm.