



Tioga County Industrial Development Agency
May 1, 2024 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Agenda

Call to Order and Introductions

Attendance

IDA Board Members

Roll Call: J. Ward, K. Gillette, M. Sauerbrey, E. Knolles, M. Townsend, B. Evanek

Excused: T. Monell

Guests: M. Schnabl, J. Meagher, L. Tinney

Privilege of the Floor: Steve Rowe, Larson Design Group

Approval of Minutes

- A. [April 10, 2024 Regular Meeting Minutes](#)

Financials

- A. Balance Sheet
- B. Profit & Loss
- C. Transaction Detail
- D. [Accounts Receivable](#)
- E. [RJ Corman revenue](#)

ED&P Update: L. Tinney

New Business:

- A. Account signers
- B. Duties discussion

Committee Reports:

- A. Public Authority Accountability Act (PAAA)
 - 1. Audit Committee Report: J. Ward, M. Townsend, E. Knolles
 - a. No report
 - 2. Governance Committee: J. Ward, M. Townsend, E. Knolles
 - a. No report
 - 3. Finance Committee: J. Ward, M. Townsend, E. Knolles
 - a. No report
 - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, M. Townsend
 - a. No report
 - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell



- a. No report

PILOT Updates:

- A. Sales Tax Exemptions Update:
 - 1. Best Bev LLC - \$2,401,260.91/Authorized \$2,779,449.00
 - 2. 231 Main LLC - \$4,999.31/ Authorized \$34,320
 - 3. SEASON II LLC - \$10,475.58/ Authorized \$17,942
 - 4. Arteast Café LLC - \$2,072.99/ Authorized \$24,000
 - 5. Navo Properties LLC - \$874.08/ Authorized \$1,128
- B. 231 Main LLC – requests 6-month extension to sales tax agreement; Dec 7, 2024; no increase
 - 1. [Resolution](#)
- C. Navo Properties LLC – requests addition of second property to sales tax exemption agreement
 - 1. [Resolution](#)
- D. [PILOT extension options](#)

Project Updates:

- A. Railroad ROW 3 buildings
 - 1. [O'Rourke quote – asbestos survey](#)
 - 2. [LCP quote – asbestos survey](#)

Grant Updates:

- A. New York State Division of Homeland Security and Emergency Services (DHSES) DR-4567 Planning Grant – Richford Railroad
 - 1. Larson Design Group contract: Spring/Summer 2024 completion date projected
- B. ARC Grant Application – Engineering Design Lounsberry Industrial Hub Buildings
 - 1. [Hunt](#)
 - 2. [Williams & Edsall topographic survey](#) – to be received by 5/3/24.
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
 - 1. Larson Design Group Reports Completed
- D. Local Meat Capacity Grant – Reed Brook Meats application submitted 7-14-23
- E. Blodgett Road – Application approved; coordination with S&W in progress
- F. USDA IRP Loan Application submitted 1-2-2024
 - 1. USDA Contact: susan.galster@usda.gov

Motion to move into Executive Session pursuant to Public Officers Law Section 105

Next Meeting: Wednesday June 5, 2024



Tioga County Industrial Development Agency
April 10, 2024 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Regular Board Meeting Minutes

I. Call to Order and Introductions: Mr. Ward called the meeting to order at 4:36 pm.

II. Attendance

IDA Board Members
Roll Call: J. Ward, K. Gillette, T. Monell, E. Knolles, M. Townsend
Excused: M. Sauerbrey
Guests: C. Curtis, M. Schnabl, J. Meagher, L. Tinney

III. Privilege of the Floor: None

IV. Approval of Minutes

- A. March 6, 2024 Regular Meeting Minutes
B. March 19, 2024 Loan Committee Meeting Minutes

Motion to approve March 6, 2024 Regular Meeting Minutes, as written. (T. Monell, E. Knolles)

Aye – 5 Abstain – 0
No – 0 Carried

Motion to approve March 19, 2024 Loan Committee Meeting Minutes, as written. (M. Townsend, T. Monell)

Aye – 5 Abstain – 0
No – 0 Carried

V. Financials

- A. Balance Sheet
B. Profit & Loss
C. Transaction Detail
D. Accounts Receivable
E. RJ Corman revenue

Ms. Curtis and Mr. Ward reviewed and discussed the financials with the board.

Motion to acknowledge financials, as presented. (E. Knolles, K. Gillette)

Aye – 5 Abstain – 0
No – 0 Carried

VI. ED&P Update: L. Tinney

Ms. Tinney updated the board on the following items:

- The CDBG Neighborhood Depot project continues to move forward.
The state is still working on selecting the projects for the Village of Waverly New York



Forward grant program.

- Southern Tier Network applied for a NYS ConnectALL grant to continue the buildout of broadband in the Town of Nichols, as well as on Route 38 into the Town and Village of Newark Valley.
- The Legislature approved EDP’s resolution to apply to the CDBG Microenterprise Assistance Program.
- The department prepared applications to the USDA RBDG program on behalf of the IDA for an equipment lease program and planning for development in Lounsberry.
- The Newark Clean Energy Study that the IDA contributed to is currently in the information gathering phase. The study is set to be complete in October.
- The NYS senate is proposing legislation that will potentially impact public authorities, including IDAs.
- The Legislature approved the resolution to appoint Brenda Evanek to the IDA Board.
- The Legislature approved the resolutions to appoint Brittany Woodburn to the EDP Director position, and Megan Schnabl to the Deputy Director position.
- The department is in the process of interviewing for the Economic Development Specialist position.

VII. New Business: C. Curtis

A. NVHS Depot

1. Request
2. TCIDA Letter

The members of the Newark Valley Historical Society Depot, which is located on IDA property, are looking to perform maintenance on the property. They are seeking permission to allow volunteers on the property to perform the maintenance. They are also seeking financial contribution from the IDA to pay for the materials for the work, which total \$5,410. The board was agreeable to covering the full \$5,410, but will encourage the Depot to seek other sources of funding, such as local foundations, in the future.

Motion to authorize volunteers to perform maintenance at the Newark Valley Depot site on IDA property, and to contribute \$5,410 toward the maintenance costs. (K. Gillette, T. Monell)

Aye – 5	Abstain – 0
No – 0	Carried

VIII. Committee Reports: C. Curtis

A. Public Authority Accountability Act (PAAA)

1. Audit Committee Report: J. Ward, M. Townsend, E. Knolles
 - a. Affirm Board email vote approving final audit report

Motion to affirm board email vote approving final audit report. (E. Knolles, T. Monell)

Aye – 5	Abstain – 0
No – 0	Carried

2. Governance Committee: J. Ward, M. Townsend, E. Knolles
 - a. No report



- 3. Finance Committee: J. Ward, M. Townsend, E. Knolles
 - a. CD Maturity Date 4-17-24; Recommend action**Motion to authorize C. Curtis to close current CD at Community Bank and open a new CD at Chemung Canal Trust Company with a nine-month duration at 5% interest. (E. Knolles, M. Townsend)**

Aye – 5 Abstain – 0
No – 0 Carried

- 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, M. Townsend
 - a. No report
- 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 - a. No report

IX. PILOT Updates: C. Curtis

A. Sales Tax Exemptions Update:

- 1. Best Bev LLC - \$2,416,912.44/Authorized \$2,488,301.00
 - a. Request Letter
 - b. Resolution

Motion to authorize Best Bev LLC’s request for \$2, 779,499 in sales tax exemption, an increase of \$291,148 from the current authorization. (E. Knolles, T. Monell)

Aye – 5 Abstain – 0
No – 0 Carried

- 2. 231 Main LLC – \$4,999.31/ Authorized \$34,320
- 3. SEASON II LLC - \$10,475.58/ Authorized \$17,942
- 4. Arteast Café LLC - \$2,072.99/ Authorized \$24,000
- 5. Navo Properties LLC - \$874.08/ Authorized \$1,128

X. Project Updates: C. Curtis

- A. BiziLife social media contract renewal: April 2024 – March 2025: 2% annual increase (\$545.70 to \$556.61)

Motion to renew social media contract with BiziLife, LLC at a price of \$556.61 per month, effective April 2024 through March 2025. (E. Knolles, M. Townsend)

Aye – 5 Abstain – 0
No – 0 Carried

XI. Grant Updates: C. Curtis

- A. New York State Division of Homeland Security and Emergency Services (DHSES) DR-4567 Planning Grant – Richford Railroad
 - 1. Larson Design Group contract: April 2024 completion date projected
- B. ARC Grant Application – Engineering Design Lounsberry Industrial Hub Buildings
 - 1. Hunt
 - 2. Williams & Edsall topographic survey
 - 3. Application – Phase II Study - submitted
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
 - 1. Larson Design Group contract: April 2024 completion date projected. Ms. Curtis



requested a grant extension from ESD for this project, approval of the extension is pending.

- D. Local Meat Capacity Grant – Reed Brook Meats application submitted 7-14-23
- E. Blodgett Road – Application approved; coordination with S&W in progress
- F. USDA IRP Loan Application submitted 1-2-2024
 - 1. USDA Contact: susan.galster@usda.gov

XII. Motion to move into Executive Session at 5:12 pm pursuant to Public Officers Law Section 105 to discuss financial and personnel matters. (T. Monell, E. Knolles)

Motion to adjourn Executive Session at 6:05.

Motion to authorize C. Curtis to execute and deliver the Supporting Deposition provided by Owego Police Department related to IDA property adjacent to North Avenue, Village of Owego (T. Monell, K. Gillette)

Aye – 5	Abstain – 0
No – 0	Carried

Motion to approve Consulting Services Agreement between TCIDA and LeeAnn Tinney beginning May 1, 2024 and continuing to December 31, 2024, at a rate of \$2,125 monthly, and to authorize TCIDA to purchase a county-approved laptop, mouse and software needed for L. Tinney’s remote work use. (K. Gillette, T. Monell)

Aye – 5	Abstain – 0
No – 0	Carried

Motion to approve a new third-party payroll processor to complete payroll processing moving forward, as well as exploring options to accommodate time-off tracking via an online platform, to be determined after J. Ward researches options, effective as soon as is practical. (E. Knolles, K. Gillette)

Aye – 5	Abstain – 0
No – 0	Carried

XIII. Next Meeting: Wednesday May 1, 2024

XIV. Adjournment: Mr. Monell motioned to adjourn the meeting at 6:10 pm.

Tioga County Industrial Development Agency

04/30/24

Profit & Loss

Accrual Basis

January through April 2024

	Jan - Apr 24	Jan - Apr 23	\$ Change
Ordinary Income/Expense			
Income			
Loan Commitment Fee	400.00	0.00	400.00
Loan Interest Income			
COVID-19 C-7-A	-27.47	68.64	-96.11
COVID-19 C-5-A	-7.19	21.42	-28.61
COVID-19 C-1-A	0.00	42.36	-42.36
COVID-19 C-4-A	-5.86	20.24	-26.10
RBEG 2019 -06	625.82	728.16	-102.34
IRP 4			
2023-01-A	794.01	0.00	794.01
2019 - 06A	782.28	910.20	-127.92
2021-02-A	68.16	94.72	-26.56
2021-01-A	374.70	564.23	-189.53
2019-07-A	577.41	613.57	-36.16
2018-02-A	0.00	35.13	-35.13
2018-01-A	796.74	863.39	-66.65
2017-04-A	292.22	427.76	-135.54
2017-01-A	75.50	96.86	-21.36
Total IRP 4	3,761.02	3,605.86	155.16
RBEG			
2023.01-A	1,267.57	0.00	1,267.57
Total RBEG	1,267.57	0.00	1,267.57
Total Loan Interest Income	5,613.89	4,486.68	1,127.21
Loan Late Fee			
COVID-19 C-5-A	0.00	8.65	-8.65
COVID-19 C-1-A	0.00	43.30	-43.30
2017-01-A	0.00	7.20	-7.20
Total Loan Late Fee	0.00	59.15	-59.15
Loan Administrative Fee			
IRP 4	174.99	0.00	174.99
Loan Administrative Fee - Other	85.07	453.26	-368.19
Total Loan Administrative Fee	260.06	453.26	-193.20
4110 · Grants			
Workforce Coordinator	13,167.14	11,471.63	1,695.51
DRI-HCR	225,719.14	35,446.51	190,272.63
Total 4110 · Grants	238,886.28	46,918.14	191,968.14
Interest Income-			
CD 155 Site Dev com bank	1,224.44	0.00	1,224.44
Interest Income - TSB COVID19	-1.84	0.58	-2.42
CCTC- CD Site Development 2441	0.00	239.61	-239.61
CCTC- CD Site Development 2440	0.00	50.59	-50.59
CCTC- CD Site Development 2439	0.00	50.59	-50.59
Community- Facade Improvement	6.10	7.63	-1.53
CCTC Loan Loss Reserve Account	3.04	3.95	-0.91
TSB- checking	585.65	208.67	376.98
TSB-general fund	9.65	8.48	1.17
TSB- IRP 4	4.55	73.33	-68.78
TSB- RBEG	3.81	79.64	-75.83
Total Interest Income-	1,835.40	723.07	1,112.33
Leases/Licenses	15,458.53	13,837.66	1,620.87
4150 · Miscellaneous Income	12,418.80	0.00	12,418.80
OHRy			
freight	20,424.44	13,745.70	6,678.74

Tioga County Industrial Development Agency

04/30/24

Profit & Loss

Accrual Basis

January through April 2024

	Jan - Apr 24	Jan - Apr 23	\$ Change
Total OHRy	20,424.44	13,745.70	6,678.74
4170 · PILOT Program Fees			
Best Bev	9,723.67	0.00	9,723.67
Tioga Downs	0.00	1,500.00	-1,500.00
4170 · PILOT Program Fees - Other	2,500.00	0.00	2,500.00
Total 4170 · PILOT Program Fees	12,223.67	1,500.00	10,723.67
Total Income	307,521.07	81,723.66	225,797.41
Expense			
Grant Expense			
Richford Railroad	1,659.00	0.00	1,659.00
Raymond Hadley Water	37,366.00	250.00	37,116.00
Workforce Coordinator	12,186.50	11,471.63	714.87
DRI-HCR	225,719.14	35,446.51	190,272.63
Total Grant Expense	276,930.64	47,168.14	229,762.50
Marketing	402.50	0.00	402.50
Loan Admin Fee			
IRP 4	260.06	0.00	260.06
Total Loan Admin Fee	260.06	0.00	260.06
Loan Program Expense	60.00	60.00	0.00
Property Maintenance	5,075.49	0.00	5,075.49
6120 · Bank Service Charges	40.00	81.80	-41.80
6160 · Dues and Subscriptions	950.00	970.00	-20.00
Employee benefit			
IRA Company Match	202.23	190.80	11.43
Total Employee benefit	202.23	190.80	11.43
6180 · Insurance			
Crime (Smith Brothers)	0.00	636.00	-636.00
WC (Utica)	-325.00	-327.00	2.00
D & O (Philadelphia Ins. Co)	3,866.00	3,696.00	170.00
6190 · Disability (First Rehab Life)	344.41	375.29	-30.88
Employee Health (SSA)	2,309.00	2,658.16	-349.16
6185 · Property & Liability (Dryden)	12,758.14	12,458.71	299.43
RR Liability (Steadfast)	0.00	28,017.90	-28,017.90
Total 6180 · Insurance	18,952.55	47,515.06	-28,562.51
6200 · Interest Expense			
6205 · Loan Int Exp Covid	0.00	435.24	-435.24
6220 · Loan Interest			
IRP 3	1,497.23	1,604.57	-107.34
Total 6220 · Loan Interest	1,497.23	1,604.57	-107.34
Total 6200 · Interest Expense	1,497.23	2,039.81	-542.58
Lounsberry land	3,200.00	0.00	3,200.00
6240 · Miscellaneous	1,000.00	1,000.00	0.00
6550 · Office Supplies	0.00	549.90	-549.90
6560 · Payroll Expenses			
Payroll Expenses - HSA	750.00	600.00	150.00
6560 · Payroll Expenses - Other	21,561.31	20,320.51	1,240.80
Total 6560 · Payroll Expenses	22,311.31	20,920.51	1,390.80
6270 · Professional Fees			
BiziLife LLC	2,182.80	2,140.00	42.80
Ec Dev Specialist Position	5,000.00	5,000.00	0.00

Tioga County Industrial Development Agency

Profit & Loss

04/30/24

January through April 2024

Accrual Basis

	Jan - Apr 24	Jan - Apr 23	\$ Change
Administrative Services			
Tinney	8,500.00	7,250.00	1,250.00
Total Administrative Services	8,500.00	7,250.00	1,250.00
6650 · Accounting			
Jan Nolis	1,175.00	565.00	610.00
6650 · Accounting - Other	9,750.00	8,500.00	1,250.00
Total 6650 · Accounting	10,925.00	9,065.00	1,860.00
6280 · Legal Fees	38,511.50	8,180.75	30,330.75
6270 · Professional Fees - Other	25,000.00	0.00	25,000.00
Total 6270 · Professional Fees	90,119.30	31,635.75	58,483.55
6670 · Program Expense			
Water Tower	164.05	233,619.90	-233,455.85
Total 6670 · Program Expense	164.05	233,619.90	-233,455.85
Property Taxes			
Berry Road (313)	51.25	0.00	51.25
Berry Road (312)	102.49	0.00	102.49
Stanton Hill 9.64A Town Lot	225.72	222.30	3.42
96 · Smith Creek Rd	27.90	27.48	0.42
540 · Stanton Hill	170.82	168.24	2.58
Spring St	0.27	0.28	-0.01
Berry Road (47)	143.95	141.77	2.18
Carmichael Road	7.90	7.78	0.12
Smith Creek Road	23.92	23.55	0.37
Glenmary Drive	10.90	10.81	0.09
Metro Road	9.09	9.01	0.08
Total Property Taxes	774.21	611.22	162.99
6300 · Repairs			
6310 · Building Repairs	5,410.00	0.00	5,410.00
Total 6300 · Repairs	5,410.00	0.00	5,410.00
6770 · Supplies	1,601.44	343.30	1,258.14
6350 · Travel & Ent			
6380 · Travel	129.31	122.13	7.18
Total 6350 · Travel & Ent	129.31	122.13	7.18
Total Expense	429,080.32	386,828.32	42,252.00
Net Ordinary Income	-121,559.25	-305,104.66	183,545.41
Net Income	-121,559.25	-305,104.66	183,545.41

Tioga County Industrial Development Agency

Balance Sheet

04/30/24

As of April 30, 2024

Accrual Basis

	Apr 30, 24	Apr 30, 23	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
CD Cap Improvement Com Bank	327,220.11	0.00	327,220.11
CD Site Dev Com Bank 158	103,328.19	100,501.19	2,827.00
CD Site Dev Com Bank 156	103,328.18	100,501.18	2,827.00
CD Site Dev Com Bank 155	0.00	100,501.18	-100,501.18
Restricted Cash Accounts			
COVID-19	329.54	7,249.87	-6,920.33
Community- Facade Improvement	246,999.93	234,376.65	12,623.28
USDA Funds			
CCTC- Loan Loss Reserve	40,506.69	40,485.48	21.21
TSB- IRP 2016 (Formerly IRP 4)	88,524.81	148,110.20	-59,585.39
TSB- RBEG	80,403.43	163,021.88	-82,618.45
Total USDA Funds	209,434.93	351,617.56	-142,182.63
Total Restricted Cash Accounts	456,764.40	593,244.08	-136,479.68
CCTC- CDs			
Site Dev 8433	104,439.62	0.00	104,439.62
Land Acquisition (150)	555,596.92	0.00	555,596.92
Land Acquisition (879)	0.00	553,069.56	-553,069.56
Capital Improvement (284)	0.00	325,351.58	-325,351.58
Total CCTC- CDs	660,036.54	878,421.14	-218,384.60
Temporarily Restricted Cash Acc			
TSB-Owego Gardens	423,993.35	421,503.35	2,490.00
TSB-Crown Cork and Seal	100.67	105.67	-5.00
Community- BestBuy PILOT Acct.	369.98	369.98	0.00
Total Temporarily Restricted Cash Acc	424,464.00	421,979.00	2,485.00
Unrestricted Cash Accounts			
TSB ICS	0.00	5.33	-5.33
TSB- checking	631,607.33	163,494.38	468,112.95
TSB- general fund	25,810.70	25,776.89	33.81
Total Unrestricted Cash Accounts	657,418.03	189,276.60	468,141.43
Total Checking/Savings	2,732,559.45	2,384,424.37	348,135.08
Other Current Assets			
COVID-19 ERLP			
C-7-A	0.00	5,218.31	-5,218.31
C-5-A	0.00	1,688.75	-1,688.75
C-4-A	0.00	1,719.23	-1,719.23
C-1-A	0.00	9,048.81	-9,048.81
COVID-19 ERLP - Other	5,888.31	0.00	5,888.31
Total COVID-19 ERLP	5,888.31	17,675.10	-11,786.79
Accounts Receivable 1300.01	84,453.05	746,453.05	-662,000.00
Allowance for Doubtful Accounts	-35,000.00	-35,000.00	0.00
Commercial Facade Loan Program			
Loan Rec - 2017-01-C	1,875.00	9,375.00	-7,500.00
Loan Rec - 2018-01-C	0.00	565.02	-565.02
Loan Rec - 2017-02-C	0.00	4,326.06	-4,326.06
Total Commercial Facade Loan Program	1,875.00	14,266.08	-12,391.08
RBEG			
RBEG 2023-01-A	95,490.40	0.00	95,490.40
Loan Rec - RBEG 2019 -06	45,300.51	53,039.33	-7,738.82
Total RBEG	140,790.91	53,039.33	87,751.58
IRP 4			
IRP 4 2023-01-A	59,683.32	0.00	59,683.32
Loan Rec 2021-02-A	7,505.73	10,708.71	-3,202.98
Loan Rec 2021-01-A	58,692.33	66,173.25	-7,480.92
Loan Rec 2019-07-A	32,551.17	34,640.95	-2,089.78
Loan Rec - 2019 - 06A	56,625.42	66,298.93	-9,673.51
Loan Rec 2018-01-A	49,162.45	53,413.86	-4,251.41
Loan Rec 2017-04-A	25,557.19	28,018.70	-2,461.51
Loan Rec 2017-01-A	8,207.52	10,931.19	-2,723.67
Loan Rec 2009-02-A	48,051.58	48,251.58	-200.00
Total IRP 4	346,036.71	318,437.17	27,599.54

Tioga County Industrial Development Agency

Balance Sheet

04/30/24

As of April 30, 2024

Accrual Basis

	Apr 30, 24	Apr 30, 23	\$ Change
Total Other Current Assets	544,043.98	1,114,870.73	-570,826.75
Total Current Assets	3,276,603.43	3,499,295.10	-222,691.67
Fixed Assets			
Land-Rizzuto	78,395.16	78,395.16	0.00
Land- Cavataio	2,500.00	2,500.00	0.00
Land-general	601,707.05	601,707.05	0.00
Land-Louns			
Lopke	8,993.03	8,993.03	0.00
Town of Nichols	20,000.00	20,000.00	0.00
Berry	2,452.20	2,452.20	0.00
Hess	259,561.43	259,561.43	0.00
Land-Louns - Other	226,732.53	139,612.53	87,120.00
Total Land-Louns	517,739.19	430,619.19	87,120.00
Land 434	376,800.36	376,800.36	0.00
Railroad Improvements	1,979,330.50	1,979,330.50	0.00
Z Accumulated Depreciation	-1,279,269.24	-1,257,126.24	-22,143.00
Total Fixed Assets	2,277,203.02	2,212,226.02	64,977.00
TOTAL ASSETS	5,553,806.45	5,711,521.12	-157,714.67
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
20000 · Accounts Payable	111.50	0.00	111.50
Total Accounts Payable	111.50	0.00	111.50
Other Current Liabilities			
PILOT Payments			
Spencer-Tioga Solar	96,986.00	95,084.00	1,902.00
Gateway Owego, LLC	2,000.00	1,900.00	100.00
Crown Cork and Seal	300,000.00	300,000.00	0.00
Owego Gardens			
Sewer Subsidy	-16,625.00	0.00	-16,625.00
Owego Gardens - Other	41,601.00	24,488.00	17,113.00
Total Owego Gardens	24,976.00	24,488.00	488.00
Total PILOT Payments	423,962.00	421,472.00	2,490.00
Total Other Current Liabilities	423,962.00	421,472.00	2,490.00
Total Current Liabilities	424,073.50	421,472.00	2,601.50
Long Term Liabilities			
Tioga County COVID-19 ERLP	5,569.84	24,413.43	-18,843.59
Loan Pay- IRP 4	181,558.10	191,977.33	-10,419.23
Loan Pay- IRP 3	138,881.10	149,722.87	-10,841.77
Loan Pay- IRP 2	78,342.87	89,784.03	-11,441.16
Loan Pay- IRP 1	30,507.49	38,382.80	-7,875.31
Total Long Term Liabilities	434,859.40	494,280.46	-59,421.06
Total Liabilities	858,932.90	915,752.46	-56,819.56
Equity			
Board Designated Funds	1,406,302.63	1,406,302.63	0.00
1110 · Retained Earnings	3,410,130.17	3,694,570.69	-284,440.52
Net Income	-121,559.25	-305,104.66	183,545.41
Total Equity	4,694,873.55	4,795,768.66	-100,895.11
TOTAL LIABILITIES & EQUITY	5,553,806.45	5,711,521.12	-157,714.67

**Tioga County Industrial Development Agency
Transaction Detail**

April 2024

Type	Date	Num	Name	Memo	Amount
Restricted Cash Accounts					
Community- Facade Improvement					
Deposit	04/03/2024			Loan pmt	625.00
Total Community- Facade Improvement					625.00
USDA Funds					
TSB- IRP 2016 (Formerly IRP 4)					
Deposit	04/01/2024			Loan pmt	754.16
Deposit	04/01/2024			Loan pmt	670.57
Deposit	04/01/2024			Loan Pmt	306.00
Deposit	04/05/2024			Loan pmt	321.55
Deposit	04/09/2024			Loan pmts	1,262.45
Deposit	04/10/2024			Loan Pmt	559.08
Check	04/17/2024	1096	TCIDA	2024 1st QTR Admin Fee	-85.07
Total TSB- IRP 2016 (Formerly IRP 4)					3,788.74
TSB- RBEG					
Deposit	04/01/2024			Loan pmt	1,072.92
Deposit	04/09/2024			Loan pmt	809.96
Total TSB- RBEG					1,882.88
Total USDA Funds					5,671.62
Total Restricted Cash Accounts					6,296.62
Unrestricted Cash Accounts					
TSB- checking					
Check	04/04/2024	7249	BizLife LLC	Mar 2024 social media	-545.70
Check	04/04/2024	7250	Christine Curtis	Apr HSA	-150.00
Check	04/04/2024	7251	Christine Curtis	Mileage 12-22-23 to 4-1-24	-96.50
Check	04/04/2024	7252	LeeAnn Tinney	Apr 2024 Professional Services	-2,125.00
Check	04/04/2024	7253	Thomas, Collison & Meagher	Dec 2023	-2,675.00
Check	04/05/2024	X	NYS Division of the Treasury	State Tax	-185.50
Deposit	04/05/2024			RJ Corman Jan(5374.73)-Feb(8907.23), Park Outdoor '24 Lease(4200), Spook Hill Farm '24 Lease(358...	18,840.23
Deposit	04/09/2024			Lease pmt	809.96
Check	04/11/2024	7254	Tioga County Treasurer	1st QTR 2024 postage	-43.73
Check	04/11/2024	7255	Tioga County ED&P	Education Workforce Coordinator 11/1/23-3/31/24	-12,186.50
Check	04/11/2024	7256	Tioga County	IT Inv 5717 Feb 2024 wireless	-37.99
Check	04/11/2024	7257	Christine E Curtis	Pay Period: 3/24/2024-4/6/2024	-1,723.41
Check	04/15/2024	X	EFTPS 941 Tax Payment	Federal Tax Deposit	-1,035.86
Check	04/17/2024	7258	Jan Nolis, CPA	Prof Svcs	-220.00
Check	04/17/2024	7259	Newark Valley Historical Society	NVHS Depot Reimbursement	-5,410.00
Check	04/17/2024	7260	Servpro	Encampment Cleanup	-5,066.86
Check	04/17/2024	7261	Thomas, Collison & Meagher	Encampment Eviction Legal Services	-3,750.00
Check	04/17/2024	7262	Tioga County ED&P	Split ad cost - 3 ads	-402.50
Check	04/17/2024	7263	Factual Data	Inv 4759892 Customer No 837909996	-60.00
Check	04/22/2024	7264	Philadelphia Insurance Company	D&O Policy # PHSD1780131 Invoice #2006757077	-3,866.00
Check	04/22/2024	7265	Larson Design Group	Inv#129405 Raymond Hadley Water Study	-8,181.00
Deposit	04/23/2024			'24 Lease Lone Oak Cattle Co - TEAM Deluge Contributions - 1st QTR Loan Admin Fee	5,919.16
Check	04/24/2024	7266	Christine E Curtis	Pay Period: 4/7/2024-4/20/2024	-1,723.42
Check	04/24/2024	7267	Franklin Templeton	April 2024 Simple IRA - C. Curtis	-89.88
Check	04/24/2024	7268	Insero&Co	Inv145464; 2023 YE Audit	-500.00
Check	04/26/2024	7270	Amazon Capital Services	Acc#AZH4PSBJPNR0B Order#111-8780211-5058618 L.Tinney Laptop	-799.99
Check	04/26/2024	7271	Christine Curtis	Mileage 4-2-24 to 4-30-24	-32.81
Check	04/26/2024	7272	Tioga County ED&P	Rfnd wireless keyboard/mouse Staples order#7631153020	-21.69
Deposit	04/26/2024			Deluge contract contribution	2,147.73
Check	04/29/2024	7273	Thomas, Collison & Meagher	Jan-Feb-Mar 2024 Legal	-9,911.00
Total TSB- checking					-33,123.26
Total Unrestricted Cash Accounts					-33,123.26
TOTAL					-26,826.64

ACCOUNTS RECEIVABLE - OUTSTANDING ITEMS

\$ 84,000.00	Crown Cork & Seal	Agency fee - annual installments of \$42,000 (2 remaining)
\$ 453.05	NYS DOT	Waverly Trade Center's final pass-thru grant disbursement
\$ 84,453.05	Total	

4/26/2024

Tioga County Industrial Development Agency Account QuickReport

January 1 through April 24, 2024

Type	Date	Num	Name	Memo	Split	Amount
Leases/Licenses						
Deposit	01/10/2024	10568...	Columbia Gas	2024 lease pmt Columbia	TSB- checking	530.00
Deposit	02/13/2024	141	Nick Emmick	N. Emmick 2024 Lease	TSB- checking	150.00
Deposit	02/13/2024	12320...	Verizon	Verizon 2024 Lease	TSB- checking	931.38
Deposit	02/13/2024	14131	Southern Tier Network, Inc.	STN 2024 Lease	TSB- checking	245.62
Deposit	03/04/2024	2241	Wunder, William	2024 Wunder lease	TSB- checking	501.56
Deposit	03/04/2024	341329	Buckeye Partners LP	2024 Lease Buckeye	TSB- checking	214.96
Deposit	03/08/2024	147590	First Light	2024 Lease First Light	TSB- checking	254.76
Deposit	03/08/2024	147592	First Light	2024 Lease First Light	TSB- checking	245.62
Deposit	03/08/2024	147591	First Light	2024 Lease First Light	TSB- checking	783.42
Deposit	03/14/2024	X	NYSEG	NYSEG 2024 Lease	TSB- checking	5,982.98
Deposit	04/05/2024	310609	Park Outdoor Advertising	Park Outdoor '24 Lease(4200)	TSB- checking	4,200.00
Deposit	04/05/2024	442	Spook Hill Farms LLC	Spook Hill Farm '24 Lease(358.27)	TSB- checking	358.27
Deposit	04/09/2024	80949...	Charter Communications	2024 lease	TSB- checking	809.96
Deposit	04/23/2024	1005	Lone Oak Cattle Co	2024 Lease Lone Oak Cattle Co - Smith Cre...	TSB- checking	250.00
Total Leases/Licenses						15,458.53
TOTAL						15,458.53



O'ROURKE INC

April 29, 2024

Christine Curtis, Executive Director
Tioga County Industrial Development Agency
56 Main Street
Owego, NY 13827

RE: Pre-Demolition Asbestos Building Survey Proposal
Three (3) Abandoned Shed/Garage Buildings – Village of Owego, NY

Dear Ms. Curtis:

O'Rourke Incorporated is pleased to submit this proposal to perform a Pre-Demolition Asbestos Building Survey for the Tioga County Industrial Development Agency (Owner), at three (3) Abandoned Garage/Shed Buildings located between North Avenue and Sheldon Guile Boulevard in the Village of Owego, NY. This work is being performed in response to upcoming proposed demolition of these buildings. All work specified in this proposal will be performed by a licensed Asbestos Building Inspector, by the New York State Department of Labor.

SCOPE OF SERVICES

O'Rourke Incorporated will perform a Pre-Demolition Asbestos Building Survey at the above referenced location. Specifically, O'Rourke Incorporated will perform the following Scope of Work:

1. O'Rourke Incorporated will arrive at the above-mentioned location and walk-through each building to identify any suspect materials. The inspector will determine homogenous materials, collect samples of each suspect material, determine friability, and send samples to a NVLAP Accredited Laboratory for Analysis.
2. O'Rourke Incorporated will prepare a detailed report regarding the Scope of Work, findings from the on-site investigation, and the laboratory analysis reports from any of the bulk sampling performed. Also included will be drawings revealing sample locations and locations of Asbestos Containing Materials (ACM's), if applicable.

FEES

Table #1 below is a fee schedule which lists all of our Unit Prices, along with estimated quantities.

Table #1: Fee Schedule

Service/Item	Unit Price	Estimated Maximum Qty.	Total Maximum Estimated Price
Inspector Labor (On-Site)	\$65.00/hour	4 hours	\$260.00
Travel Time/Mileage	\$1.50/mile	6 miles	\$9.00
Shipping	\$55.00/parcel	1 parcel	\$55.00
Friable Bulk Asbestos Samples (@ 1-week Standard T.A.T.)	\$15.00/sample	4 samples	\$60.00
Non-Friable Bulk Asbestos Samples (@ 1-week Standard T.A.T.)	\$67.50/sample	6 samples	\$405.00
Inspector Admin Labor (Final Report)	\$55.00/hour	4 hours	\$220.00
		Total Estimated Minimum Cost	\$1,009.00

Based on the estimated fees and quantities provided, and sample analysis at Standard 1-week Turn Around Time, the total estimated fee to complete this Scope of Work is:

\$ 1,009.00.

At times, there are multiple layers present (on a microscopic level) where as they may not appear the naked eye.

For this purpose, we like to provide a maximum cost.

- The total estimated costs include **ALL** anticipated labor, travel, sampling equipment, shipping, laboratory fees and direct expenses.
- Samples will be turned in with a Standard 1-week Turn-Around time.
- Any work required beyond the Scope of Work identified above, will be performed on a labor and expense basis, at the rates provided.
- If fewer samples than the estimated quantity are collected, you will only be billed for total samples collected.



O'ROURKE INC

- Written or verbal consent will be required before doing any additional work.
- O'Rourke Incorporated will invoice for services when the final report is submitted.
- Invoices are due and payable upon receipt.

O'Rourke Incorporated appreciates the opportunity to provide this cost proposal.

Please feel free to call should you have any questions.

Sincerely,

O'ROURKE INCORPORATED

Steve Tiffany

Steve Tiffany, Project Manager

If the above Scope of Work, Schedule, Terms and Cost are acceptable, please complete and return.

Accepted This _____ Day of _____

Signed: _____

Name: _____

Title: _____



4/29/24
PROPOSAL

Christine Curtis
Tioga County IDA
607-687-8259
curtisc@tiogacountyny.gov
Re: Browns Lane Owego, NY

Christine,

Thank you for the opportunity to perform the work at the above referenced property. The cost outlined includes all labor, material, equipment and insurance required to perform the following:

Perform a pre-demolition asbestos inspection at 3 properties north of Browns Lane in Owego, NY

- Conduct visual inspection
- Pull samples and submit to ELAP certified laboratory
- Report results in accordance with state and federal regulations
- 7-10 day turnaround time quoted. Rush quote available upon request.

Total cost.....\$2,100

The LCP Group works diligently, precisely, and with integrity. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Christina M. Pierce".

Christina M. Pierce
LCP Group, Inc. (WBE)