



**Tioga County Industrial Development Agency
February 5, 2025 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Regular Meeting Minutes**

Call to Order and Introductions: Mr. Ward called the meeting to order at 4:35 pm.

Attendance IDA Board Members

- 1. Roll Call: J. Ward, M. Townsend, B. Evanek, K. Gillette, M. Sauerbrey, T. Monell,
- 2. Excused: E. Knolles
- 3. Guests: Joe Meagher, B. Woodburn, M. Schnabl

Privilege of the Floor: None

Approval of Minutes

- A. January 8, 2025, annual meeting
- B. January 8, 2025, regular meeting

Motion to approve January 8, 2025 annual meeting minutes and January 8, 2025 regular meeting minutes (T. Monell, K. Gillette)

**Aye – 6 Abstain – 0
No – 0 Carried**

Financials

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

Motion to acknowledge financials, as presented. (M. Sauerbrey, T. Monell)

**Aye – 6 Abstain – 0
No – 0 Carried**

ED&P Update:

Ms. Woodburn updated the board on the following items:

- The department reviewed the Raymond Hadley water study with Larson Design and Raymond Hadley. Next steps will be discussing the study with Chemung County and Town of Van Etten. The cost of implementing the water extension is \$5 million; the department is exploring grant opportunities to fund the potential project.



- The Engelberts approached B. Woodburn about potentially selling their property in Lounsberry. The next step will be to get an appraisal on their property and the surrounding properties owned by S. Lounsberry and S. Boyle.
- B. Woodburn had a meeting with the ESD Site Selector for the region. He is interested in the Engelbert, Lounsberry and Boyle sites in Lounsberry. Fast NY funding could be used to make the sites shovel ready.
- The department is looking into using the Strong Rd site in the Town of Owego for housing. Utilities will need to be extended to the site.
- The Land Bank is submitting a LBI grant application for \$1.8 million.
- The department continues to move forward with the microenterprise grant, although things may be on hold due to the federal freeze on grants and loans.

New Business:

- A. ICS Customer Profile Change Form for TSB: Currently C. Curtis is the only person listed on the customer profile for the ICS account. The board agreed to remove C. Curtis and list B. Woodburn, M. Schnabl, and C. Yelverton on the account.

Motion to modify the ICS Customer Profile Change Form for TSB by removing C. Curtis and adding Brittany Woodburn, Megan Schnabl, and Casey Yelverton. (T. Monell, M. Townsend)

Aye – 6 Abstain – 0
No – 0 Carried

- B. Lone Oak Cattle Co. lease agreement renewal for January 1st - December 31st, 2025. Lone Oak Cattle has a lease agreement with the IDA for pastureland on the IDA owned Hess property. The board agreed to renew the lease for 2025, with the option of making it an evergreen lease.

Motion to authorize the renewal of the lease with Lone Oak Cattle Co for 2025, with the option to have an evergreen renewal going forward. (K. Gillette, B. Evaneck)

Aye – 6 Abstain – 0
No – 0 Carried

- C. RJ Corman: Total revenue share for 2024 – There was a significant increase in railroad revenue in 2024 from 2023.

- D. 2024 TCIDA Annual Report

Motion to accept the 2024 TCIDA Annual Report. (T. Monell, K. Gillette)

Aye – 6 Abstain – 0
No – 0 Carried

- E. 2025 lease invoices have been sent out



- F. 2024 1099's and w-2 has been sent out

Old Business:

- A. ABO Online Board Training: upcoming dates: February 28th, March 12th, March 19th 9:30 -11 am
- B. Consultant agreements- J. Meagher is updating agreements to include month-to month language.

Committee Reports:

- A. Public Authority Accountability Act (PAAA)
 - 1. Audit Committee Report: E. Knolles (Chair), J. Ward, B. Evanek
 - a. Audit in process.
 - 2. Governance Committee: J. Ward (Chair), M. Townsend, E. Knolles
 - 3. Finance Committee: J. Ward (Chair), M. Townsend, K. Gillette
 - a. Renewal of CD at Chemung Canal Trust Company: The finance committee agreed to renew the CD at Chemung Canal Trust Company at a rate of 4.25% for 6 months.
Motion to affirm finance committee's vote to renew the CD at Chemung Canal Trust Company. (M. Sauerbrey, B. Evanek)

Aye – 6	Abstain – 0
No – 0	Caried
 - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, B. Evanek, J. Lavo- Received Coughlin and Gerhart's (COIF Realty) signed commitment letter for Façade loan. J. Meagher will be working on next steps.
A loan for Harold & Harry's is still on the books. J. Meagher is going to look into the loan to see what needs to be done to formally write off the loan.
 - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 - 6. Public Relations Committee: B. Woodburn, M. Sauerbrey, T. Monell

PILOT Updates:

- A. Sales Tax Exemptions Update:
 - 1. Best Bev LLC - \$5,462,854.36 (August)/Authorized \$5,200,000 (Oct.)
 - a. ST-60- has been issued
 - b. Received ST 123's
 - 2. Arteast Café LLC - \$18,578.83 (December)/ Authorized \$24,000
 - 3. Navo Properties LLC - \$2409.04 (December)/ Authorized \$2,728 – Sales Tax Exemption Agreement was extended to 10/4/2025.
- B. Kinder Morgan (CNYOG) request to extend PILOT – Will expire on 2/28/2026
- C. Suneast Solar Pilot- Resolution was approved in October for Suneast to pay the portion of



the agencies fee of \$192,326, and the balance due of \$274,501. Closing in process with J. Meagher's office. J. Meagher is working with the other attorney, and it is anticipated that this will be completed by the end of the month.

- D. Best Buy PILOT – Will expire on 2/28/2025.
- E. Lump sum PILOT invoices, Town/County PILOT Invoices, Fire District Invoices and end of year PILOT surveys have been sent out
- F. Owego Gardens 1 sewer subsidy has been reimbursed to Home Leasing: J. Ward, B. Woodburn and M. Schnabl met with Home Leasing regarding the sewer subsidy to understand the history and how to best handle it moving forward. The IDA is waiting to hear if Home Leasing is agreeable to putting an amendment in the PILOT agreement so that the reimbursement process is clear for everyone going forward.

J. Meagher is speaking with the Owego Apalachin School District lawyer regarding library tax being collected for those companies that have PILOT payments.

Project Updates:

Grant Updates:

- A. NYS Division of Homeland Security & Emergency Services-Richford Railroad.
 - a. Study completed. Reimbursement is pending.
- B. USDA RBDG and ARC Grant – Engineering Design Lounsberry Industrial Hub
 - a. The initial stages of the project have been completed.
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
 - a. Reimbursement request for \$23,650 in process.
- D. Water Quality Improvement Plan- Blodgett Road; S&W 2025 start
- E. USDA IRP Loan Application – Requested update 1/27/2025
 - a. Letter of Conditions package forthcoming
 - b. Temporary pause on all new federal obligations at this time
- F. USDA Equipment Lease Grant Application- Guidelines, lease agreement and application are drafted. J. Meagher is working on the lease agreement.

Next Meeting: Wednesday March 5, 2025, in Legislative Conference room.

Motion to Adjourn the meeting: Mr. Gillette motioned to adjourn the meeting at 5:15 pm.