



Tioga County Industrial Development Agency
October 5, 2022 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Regular Meeting Minutes

I. Call to Order and Introductions – Ms. Ceccherelli called the meeting to order at 4:30 pm.

II. Attendance

IDA Board Members

Roll Call: J. Ceccherelli, K. Gillette, M. Sauerbrey, T. Monell, J. Ward, A. Gowan, E. Knolles

Absent: K. Gillette

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

III. Privilege of the Floor: None

IV. Approval of Minutes

A. September 7, 2022 Regular Meeting Minutes

B. September 23, 2022 Special Meeting Minutes

C. September 30, 2022 Loan Committee Meeting Minutes

Motion to approve September 7, 2022 regular meeting minutes, September 23, 2022 special meeting minutes, and September 30, 2022 loan committee meeting minutes, as written. (T. Monell, M. Sauerbrey)

Aye – 6 Abstain – 0
No – 0 Carried

V. Financials

A. Balance Sheet

B. Profit & Loss

C. Transaction Detail

D. Accounts Receivable

Motion to acknowledge financials, as presented. (A. Gowan, T. Monell)

Aye – 6 Abstain – 0
No – 0 Carried

VI. ED&P Update: L. Tinney

Ms. Tinney updated the board on the following items:

- The department is working on 17 potential grants, 21 pending grants, 36 active grants, and has completed 12 grants.
DRI projects continue to move forward.
The New York Main Street grant on North Ave is ongoing.
The department secured a grant for the rehabilitation of the Village of Owego Police Department.



- The NY Forward grant application for the Village of Waverly has been submitted.
- The New York Main Street grant in Candor continues to move forward.
- The ConnectAll program in Nichols continues to move forward. Fiber has been strung along East and West River Road, and has been connected to some homes. Fiber Spark out of Ithaca is the internet service provider.
- The department will be submitting two Restore NY grants, one on behalf of Fuddy Duddy's for their restoration of 178-180 Lake Street in the Village of Owego, and one for the Tioga Trails building at 48-50 Lake Street in the Village of Owego.
- The Best Bev project at the Waverly Trade Center in the Village of Waverly continues to move forward.
- Work is continuing to finalize the grant and shared services agreement for the Sweeper/Vacuum truck.
- The Recruitment website is working on being finalized.
- Members of the department attended the Chamber Stakes event, and will attend the Chamber Business Expo tomorrow. The Chamber is also planning to hold a Meet the Candidates event.
- Education Workforce Coordinator Sean Lanning continues to hold meetings with school districts and business.
- Mr. Lanning is also working with the Waverly School District, Chamber, and Greater Valley Chamber regarding a Twin Tiers job fair.
- The Town of Nichols is holding a cleanup event.
- Sustainability Manager Ellen Pratt is working towards having an EV Charging station installed in the county lot in Owego, upon legislative approval.

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

A. Owego Gardens II

1. Updated Project Cost Spreadsheet: There have been no new payments disbursed.
2. PSC Meeting update: A meeting was held on Wednesday between PSC and the IDA. Ms. Curtis, Ms. Tinney, Mr. Gowan, and Mr. Meagher were in attendance. The timeline of completions was discussed. It was agreed that the fence, guiderail, and gate must be in place before Veolia takes site control. Installing a temporary gate was deemed acceptable, as the permanent gate will not be ready for a number of weeks. Mr. Meagher is working on defining the easements and property transfers with Veolia's counsel.

Other Owego Gardens updates include:

- Robinson has completed the paving of the road. They will not be paving around the sites needed for water testing.
- Water testing is set to start next week. There is a short timeframe of when the water is allowed to be used after testing.
- Gary Hammond of Tioga County DPW took down trees at the site.

B. Barn RFP

1. Sullivan Contracting Inc Quote:

Ms. Curtis reported that she distributed the asbestos abatement RFP to six companies. Two options were laid out in the RFP, one to remove the asbestos from the structure, and one to demolish the structure with the asbestos in place. The IDA received one RFP response from Sullivan Contracting to remove the asbestos at a cost of \$42,000, not including the air



monitoring cost. After board discussion, it was decided that Ms. Curtis will send out the RFP to more contractors.

2. Avery Demolition Quote:

Avery demolition was the initial contractor to reach out to Ms. Curtis regarding the barn structure. They originally wanted to take down the barn and sell the lumber, sharing some of the profit with the IDA.

3. Asbestos Survey Report: Ms. Curtis shared the asbestos survey report with the board.

VIII. 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. TCIDA Budget – The finance committee met on September 23, 2022 to review the budget. The finance committee has recommended the adoption of the 2023 budget to the full board.

Motion to approve 2023 budget, based upon finance committee recommendation. (A. Gowan, T. Monell)

Aye – 6 Abstain – 0
No – 0 Carried

4. Loan Committee: A. Gowan, R. Kelsey, K. Dougherty, D. Barton, J. Ward, E. Knolles

a. The loan committee reviewed two loan applications. The committee will continue to review them after more information is received.

5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell

a. No report

IX. PILOT Updates: C. Curtis

A. Sales Tax Exemptions Update:

1. Owego Gardens II – Home Leasing - \$173,515.44/Authorized \$524,194

2. RB Robinson - \$28,537.73/Authorized \$55,990

3. Statewide Aquastore Inc. - \$17,036.71/Authorized \$35,712.80

B. West Bay PILOT

X. 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

1. Application Submitted 7-26-22; pending

C. ESD Grant Application – Municipal Water Extension to Raymond Hadley – In progress

1. Application Submitted 7-28-22; pending

Before moving into Executive Session, Ms. Tinney asked Ms. Curtis about the process of getting



reimbursed by Empire State Development (ESD) for the Owego Gardens II project. Ms. Curtis has been in contact with ESD regarding the reimbursement.

- XI. Motion to move into Executive Session pursuant to Public Officers Law Section 105 at 4:58 pm to discuss property acquisitions and personnel matters. (T. Monell, M. Sauerbrey)**

Motion to adjourn Executive Session at 5:20 pm.

Motion to approve obtaining wetland delineation for IDA owned property located off of Southside Drive in the Village of Owego (T. Monell, J. Ward)

Aye – 6

Abstain – 0

No – 0

Carried

- XII. Next Meeting: Wednesday November 2, 2022**

- XIII. Adjournment – Mr. Gowan motioned to adjourn the meeting at 5:25 pm.**