

**Tioga County Industrial Development Agency
Board of Directors Minutes
September 4, 2013**

I. Call to Order and Introductions – the meeting was called to order by the Chair, A. Gowan at 5:43 p.m.

II. Attendance

A. IDA Board Members

1. Roll Call

a. Present: A. Gowan, D. Daniels, M. Sauerbrey, R. Kelsey, and K, Dougherty

b. Absent:

c. Excused: W. Woods, T. Monell

B. Guests: J. Roman, C. Haskell, L. Tinney, J. Meagher, and R. Fiato

III. Privilege of the Floor - none

IV. Approval of Minutes (M. Sauerbrey, K. Dougherty)

Aye: 5

Abstained:

Nay: 0

Carried

V. Financial Report (attached)

A. Reports

1. Balance Sheet

2. Profit & Loss

3. Transaction Detail

Motion to acknowledge financial statements (D. Daniels, M. Sauerbrey)

Aye: 5

Abstained:

Nay: 0

Carried

VI. E-mail results of Eliminating the Waiting Period for Ruth Fiato to set up her Simple IRA Plan

Motion to affirm email poll to eliminate the waiting period for Ruth Fiato to set up her Simple IRA Plan (D. Daniels/K. Dougherty)

Aye: 5

Abstained: 0

Nay: 0

Carried

VII. Request to purchase new printer

Motion to approve the request to purchase a new printer in the amount of \$349 (R. Kelsey, M. Sauerbrey)

Aye: 5

Abstained: 0

Nay: 0

Carried

VIII. Project Updates

A. E=mt³

1. CFA Application Update – ESD reviews CFA application, then Executive Committee reviews and ranks projects, creating priority projects, then gives to state agencies to review projects; Governor’s office announces awards, tentative date is in November/December
2. Receipt of bids – Site Development Project Design & Bidding Services
3. Recommendation from Ken DelBianco, Tioga County Commission of Public Works to award site development project design contingent on receiving CFA grant approval

4. Mow site - Additional mowing/trim work

Motion to approve \$375 for additional work completed by J. Gresham at the E=mt³ site for trimming the frontage/ditch area (R. Kelsey, D. Daniels)

Aye: 5

Abstained: 0

Nay: 0

Carried

5. Discussion – New sign, quote pending

B. 434 Development – Meeting with Town of Owego Supervisor

IX. PILOT Updates

- A. School PILOT payment request letters have been mailed out

X. Old Business

A. Public Authority Accountability Act

1. Audit Committee Report (A. Gowan, R. Kelsey, K. Dougherty) – none
2. 2017 proposed budget pending per ABO (A. Gowan, R. Kelsey, K. Dougherty) – will be presented at October’s board meeting
3. Governance Committee Report (A. Gowan, W. Woods, D. Daniels)- none
4. Finance Committee Report (A. Gowan, W. Woods, D. Barton) - none

XI. Reports

A. Railroads

1. Committee Report (T. Monell, M. Sauerbrey, D. Daniels, W. Caloroso)
 - a. Work to begin on new sidings & bridgework; paving/repair work on various locations

B. Loan Program - none

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

Motion to move into Executive Session at 6:35 p.m. pursuant to Public Officers Law Section 105 (K. Dougherty, D. Daniels)

Motion to adjourn Executive Session at 6:53 p.m. (M. Sauerbrey, D. Daniels)
Exit Executive Session at 6:53 p.m.

XIII. Next Meeting – Wednesday, October 2nd at 5:30 p.m.

XIV. Adjourned – A. Gowan adjourned the meeting at 6:56 p.m. (D. Daniels, M. Dougherty)

Attachments:

August DRAFT Minutes

August Financial Statements

Printer Information

Pictures from OHRY re: 8/8/2013 Flash Flood

EXECUTIVE SESSION MEETING MINUTES
Tioga County Industrial Development Agency

Date: 9/4/2013

Time: 6:35 p.m.

On a motion of Board Member Dougherty, seconded by Board Member Daniels, the Board of Directors went into Executive Session to discuss:

1. Financial matters of a particular person(s)

No action taken.

Motion to Exit Executive Session at 6:53 p.m.