



Tioga County Industrial Development Agency  
July 12, 2023 – 4:30 pm  
Ronald E Dougherty County Office Building  
56 Main Street, Owego, NY 13827  
Legislative Conference Room, 1<sup>st</sup> Floor  
Agenda

## **Call to Order and Introductions**

### **Attendance**

IDA Board Members

Roll Call: J. Ceccherelli, K. Gillette, M. Sauerbrey, T. Monell, J. Ward, M. Townsend

Excused: E. Knolles

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

## **Privilege of the Floor**

### **Approval of Minutes**

- A. [June 7, 2023 Regular Meeting Minutes](#)

### **Financials**

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

**ED&P Update:** [L. Tinney Report](#)  
[MOU](#)

### **Project Updates: C. Curtis**

- A. Local Meat Capacity Grant - [Local Meat Capacity Grant \(Local MCap\) | Agricultural Marketing Service \(usda.gov\)](#)  
B. Owego Gardens II Open House  
C. V&S Tour

### **New Business: C. Curtis**

- A. Lease Request  
1. [Whig Glamping Site](#)  
2. [NYS DOT Approval](#)

### **Committee Reports: C. Curtis**

- A. Public Authority Accountability Act (PAAA)  
1. Audit Committee Report: M. Townsend, E. Knolles, J. Ward  
a. No report  
2. Governance Committee: J. Ceccherelli, M. Townsend, E. Knolles  
a. No report



3. Finance Committee: J. Ceccherelli, M. Townsend, J. Ward
  - a. No report
4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles
  - a. No report
5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
  - a. None

**PILOT Updates: C. Curtis**

- A. Sales Tax Exemptions Update:
  1. Owego Gardens II – Home Leasing - \$192,816.17/Authorized \$524,194
  2. RB Robinson - \$36,231.89/Authorized \$55,990
  3. Best Bev LLC – Report forthcoming

**Grant Updates: C. Curtis**

- A. New York State Division of Homeland Security and Emergency Services (DHSES) DR-4567 Planning Grant – Richford Railroad
  1. Approved; Contract Executed; Study in Progress by Larson Design Group
- B. ARC Grant Application – Engineering Design Lounsberry Industrial Hub Buildings
  1. Approved – Contract Executed
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
  1. Approved; Contract Executed; Study in Progress by Larson Design Group
- D. ESD Water Tank – ESD AB017
  1. Reimbursement (\$350,000) anticipated by August 19, 2023

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

**Next Meeting: Wednesday August 2, 2023**



**DRAFT**

**Tioga County Industrial Development Agency  
June 7, 2023 – 4:30 pm  
Ronald E Dougherty County Office Building  
56 Main Street, Owego, NY 13827  
Legislative Conference Room, 1<sup>st</sup> Floor  
Regular Meeting Minutes**

- I. **Call to Order and Introductions:** Ms. Ceccherelli called the meeting to order at 4:31 pm.
- II. **Attendance**
  - IDA Board Members
  - Roll Call: J. Ceccherelli, K. Gillette, T. Monell, J. Ward (arrived at 4:35), M. Townsend
  - Excused: M. Sauerbrey, E. Knolles
  - Guests: C. Curtis, M. Schnabl, J. Meagher
- III. **Privilege of the Floor:** None
- IV. **Approval of Minutes**
  - A. May 3, 2023 Regular Meeting Minutes
    - Motion to approve May 3, 2023 Regular Meeting Minutes, as written. (T. Monell, K. Gillette)**

<b>Aye – 4</b>	<b>Abstain – 0</b>
<b>No – 0</b>	<b>Carried</b>
- V. **Financials**
  - A. Balance Sheet
  - B. Profit & Loss
  - C. Transaction Detail
  - D. Accounts Receivable
  - Motion to acknowledge the financials, as presented. (J. Ward, T. Monell)**

<b>Aye – 5</b>	<b>Abstain – 0</b>
<b>No – 0</b>	<b>Carried</b>
- VI. **Project Updates: C. Curtis**
  - A. Owego Gardens II: Mr. Curtis reported that Robinson and Fagan had a meeting to go over final punch list items. She also reported that the property transfer is not yet complete. Mr. Gillette inquired about the occupancy rate of the apartments, Ms. Curtis is going to look into finding out.
  - B. Local Meat Capacity Grant - Local Meat Capacity Grant (Local MCap) | Agricultural Marketing Service (usda.gov): Ms. Curtis reported that the IDA is not an eligible applicant for the USDA Local Meat Capacity Grant, and that the processing business themselves must be the applicant. She will continue to provide technical assistance to two local processors for their application.
- VII. **New Business: C. Curtis**



- A. Sales Tax Exemption Application
- B.  2023 TCIDA DRI VOO Multi-site Program  
Bruce Nelson Application  
OHPC Certificate of Appropriateness

Ms. Curtis reported that Mr. Meagher approved of the format and verbiage of the new Sales Tax Exemption Application. Ms. Curtis shared the application with the ED&P team so that they could share it with the contacts for their projects. B. Nelson, who is currently working on a DRI project in the Village of Owego, submitted an application for the sales tax exemption. Ms. Curtis reviewed Mr. Nelson’s scope of work for his project with the board. Mr. Nelson requested a sales tax exemption of \$34,320 based on an estimated value of taxable items for the project of \$429,000. The board agreed to approve the application.

**Motion to approve the resolution authorizing sales tax exemption for B. Nelson’s project at 231 Main Street in the Village of Owego, in the amount of \$34,320. (T. Monell, K. Gillette)**

**Aye – 5                  Abstain – 0**  
**No – 0                  Carried**

- C. Lenders Roundtable: Ms. Curtis reported that she is working with ED&P and the Tioga County Chamber on planning a Lenders Roundtable event to be held in August. Ms. Curtis requested the board contribute \$115 for food for the event.

**Motion to authorize the spending of \$115 for the Lenders Roundtable Event. (T. Monell, K. Gillette)**

**Aye – 5                  Abstain – 0**  
**No – 0                  Carried**

**VIII. Committee Reports: C. Curtis**

- A. Public Authority Accountability Act (PAAA)
  - 1. Audit Committee Report: M. Townsend, E. Knolles, J. Ward
    - a. No report
  - 2. Governance Committee: J. Ceccherelli, M. Townsend, E. Knolles
    - a. No report
  - 3. Finance Committee: J. Ceccherelli, M. Townsend, J. Ward
    - a. No report
  - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles
    - a. No report
  - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
    - a. None

Ms. Curtis reported that she and L. Tinney met with the marketing representative from RJ Corman to discuss the topic of getting more businesses to use the rail line. Board discussion ensued regarding businesses not using the rail line, and reasons why many do not use the rail line.

**IX. PILOT Updates: C. Curtis**

- A. Sales Tax Exemptions Update:
  - 1. Owego Gardens II – Home Leasing - \$192,816.17/Authorized \$524,194
  - 2. RB Robinson - \$36,231.89/Authorized \$55,990
- B. CNYOG – purchased by KinderMorgan, Inc.



**X. Grant Updates: C. Curtis**

- A. New York State Division of Homeland Security and Emergency Services (DHSES) DR-4567  
Planning Grant – Richford Railroad
  - 1. Approved; Contract Executed; Study in Progress by Larson Design Group
- B. ARC Grant Application – Engineering Design Lounsberry Industrial Hub Buildings
  - 1. Approved – Contract Executed
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
  - 1. Approved; Contract Executed; Study in Progress by Larson Design Group
- D. ESD Water Tank – ESD AB017
  - 1. Reimbursement request & final documentation submitted

**XI. Next Meeting: Wednesday July 12, 2023**

**XII. Adjournment: Mr. Monell motioned to adjourn the meeting at 4:52 pm.**

## Tioga County Industrial Development Agency

07/07/23

## Balance Sheet

Accrual Basis

As of June 30, 2023

	Jun 30, 23	Jun 30, 22	\$ Change
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
CD Site Dev Com Bank 158	100,501.19	0.00	100,501.19
CD Site Dev Com Bank 156	100,501.18	0.00	100,501.18
CD Site Dev Com Bank 155	100,501.18	0.00	100,501.18
<b>Restricted Cash Accounts</b>			
COVID-19	19,475.49	315,616.65	-296,141.16
Community- Facade Improvement	236,385.11	212,504.80	23,880.31
<b>USDA Funds</b>			
CCTC- Loan Loss Reserve	40,481.58	40,485.44	-3.86
TSB- IRP 2016 (Formerly IRP 4)	134,075.65	129,869.51	4,206.14
TSB- RBEG	164,662.63	154,808.59	9,854.04
<b>Total USDA Funds</b>	339,219.86	325,163.54	14,056.32
<b>Total Restricted Cash Accounts</b>	595,080.46	853,284.99	-258,204.53
<b>CCTC- CDs</b>			
<b>Site Development</b>			
Site Development 2441	0.00	100,262.00	-100,262.00
Site Development 2440	0.00	100,149.67	-100,149.67
Site Development 2439	0.00	100,149.67	-100,149.67
<b>Total Site Development</b>	0.00	300,561.34	-300,561.34
<b>Land Acquisition (879)</b>	553,069.56	549,763.55	3,306.01
<b>Capital Improvement (284)</b>	325,351.58	323,406.76	1,944.82
<b>Total CCTC- CDs</b>	878,421.14	1,173,731.65	-295,310.51
<b>Temporarily Restricted Cash Acc</b>			
TSB-Owego Gardens	421,503.35	989,060.35	-567,557.00
TSB-Crown Cork and Seal	105.67	105.67	0.00
Community- BestBuy PILOT Acct.	369.98	369.98	0.00
<b>Total Temporarily Restricted Cash Acc</b>	421,979.00	989,536.00	-567,557.00
<b>Unrestricted Cash Accounts</b>			
TSB ICS	0.00	1,000,588.16	-1,000,588.16
TSB- checking	139,290.18	67,119.09	72,171.09
TSB- general fund	25,779.08	25,760.79	18.29
<b>Total Unrestricted Cash Accounts</b>	165,069.26	1,093,468.04	-928,398.78
<b>Total Checking/Savings</b>	2,362,053.41	4,110,020.68	-1,747,967.27
<b>Other Current Assets</b>			
<b>COVID-19 ERLP</b>			
C-7-A	3,643.81	13,002.97	-9,359.16
C-5-A	1,095.92	4,608.96	-3,513.04
C-4-A	1,148.58	4,537.13	-3,388.55
C-2-A	0.00	6,491.51	-6,491.51
C-1-A	-206.97	12,573.74	-12,780.71
<b>Total COVID-19 ERLP</b>	5,681.34	41,214.31	-35,532.97
<b>Accounts Receivable 1300.01</b>	746,453.05	746,453.05	0.00
<b>Allowance for Doubtful Accounts</b>	-35,000.00	-35,000.00	0.00
<b>Commercial Facade Loan Program</b>			
Loan Rec - 2017-01-C	8,750.00	15,625.00	-6,875.00
Loan Rec - 2018-03-C	0.00	8,125.00	-8,125.00
Loan Rec - 2018-01-C	265.02	1,920.02	-1,655.00
Loan Rec - 2017-02-C	3,244.60	9,733.36	-6,488.76
Loan Rec - 2016-02-C	0.00	694.76	-694.76
Loan Rec - 2015-06-C	0.00	-0.06	0.06
<b>Total Commercial Facade Loan Program</b>	12,259.62	36,098.08	-23,838.46
<b>RBEG</b>			
Loan Rec - RBEG 2019 -06	51,770.90	59,256.40	-7,485.50
<b>Total RBEG</b>	51,770.90	59,256.40	-7,485.50
<b>IRP 4</b>			
Loan Rec 2021-02-A	10,180.42	13,317.42	-3,137.00
Loan Rec 2021-01-A	64,320.50	72,266.33	-7,945.83
Loan Rec 2019-07-A	34,470.95	36,300.03	-1,829.08
Loan Rec - 2019 - 06A	64,713.39	74,070.27	-9,356.88
Loan Rec 2018-02-A	0.00	4,485.60	-4,485.60
Loan Rec 2018-01-A	53,067.22	56,805.94	-3,738.72
Loan Rec 2017-05-A	0.00	78.05	-78.05
Loan Rec 2017-04-A	27,817.77	29,987.16	-2,169.39
Loan Rec 2017-01-A	10,484.12	13,168.43	-2,684.31
Loan Rec 2009-02-A	48,251.58	49,051.58	-800.00
<b>Total IRP 4</b>	313,305.95	349,530.81	-36,224.86

## Tioga County Industrial Development Agency

07/07/23

## Balance Sheet

Accrual Basis

As of June 30, 2023

	Jun 30, 23	Jun 30, 22	\$ Change
<b>IRP 3</b>			
Loan Rec 2007-08-A	0.00	2,877.91	-2,877.91
<b>Total IRP 3</b>	<b>0.00</b>	<b>2,877.91</b>	<b>-2,877.91</b>
<b>Total Other Current Assets</b>	<b>1,094,470.86</b>	<b>1,200,430.56</b>	<b>-105,959.70</b>
<b>Total Current Assets</b>	<b>3,456,524.27</b>	<b>5,310,451.24</b>	<b>-1,853,926.97</b>
<b>Fixed Assets</b>			
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	139,612.53	139,612.53	0.00
<b>Total Land-Louns</b>	<b>430,619.19</b>	<b>430,619.19</b>	<b>0.00</b>
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	-1,257,126.24	-1,237,003.24	-20,123.00
<b>Total Fixed Assets</b>	<b>2,212,226.02</b>	<b>2,232,349.02</b>	<b>-20,123.00</b>
<b>TOTAL ASSETS</b>	<b>5,668,750.29</b>	<b>7,542,800.26</b>	<b>-1,874,049.97</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Other Current Liabilities</b>			
<b>PILOT Payments</b>			
Spencer-Tioga Solar	95,084.00	93,220.00	1,864.00
Gateway Owego, LLC	1,900.00	1,800.00	100.00
Crown Cork and Seal	300,000.00	300,000.00	0.00
Owego Gardens	24,488.00	24,009.00	479.00
Best Buy PP	0.00	570,000.00	-570,000.00
<b>Total PILOT Payments</b>	<b>421,472.00</b>	<b>989,029.00</b>	<b>-567,557.00</b>
<b>Total Other Current Liabilities</b>	<b>421,472.00</b>	<b>989,029.00</b>	<b>-567,557.00</b>
<b>Total Current Liabilities</b>	<b>421,472.00</b>	<b>989,029.00</b>	<b>-567,557.00</b>
<b>Long Term Liabilities</b>			
Tioga County COVID-19 ERLP	24,413.43	356,137.07	-331,723.64
Loan Pay- IRP 4	191,977.33	202,293.40	-10,316.07
Loan Pay- IRP 3	149,722.87	160,457.30	-10,734.43
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
<b>Total Long Term Liabilities</b>	<b>474,963.99</b>	<b>847,054.60</b>	<b>-372,090.61</b>
<b>Total Liabilities</b>	<b>896,435.99</b>	<b>1,836,083.60</b>	<b>-939,647.61</b>
<b>Equity</b>			
Board Designated Funds	1,406,302.63	1,406,302.63	0.00
1110 - Retained Earnings	3,694,570.69	4,536,718.32	-842,147.63
Net Income	-328,559.02	-236,304.29	-92,254.73
<b>Total Equity</b>	<b>4,772,314.30</b>	<b>5,706,716.66</b>	<b>-934,402.36</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>5,668,750.29</b>	<b>7,542,800.26</b>	<b>-1,874,049.97</b>

## Tioga County Industrial Development Agency

## Profit &amp; Loss

07/07/23

January through June 2023

Accrual Basis

	Jan - Jun 23	Jan - Jun 22	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Loan Interest Income</b>			
COVID-19 C-7-A	94.14	198.60	-104.46
COVID-19 C-5-A	28.59	70.59	-42.00
COVID-19 C-1-A	61.64	152.94	-91.30
COVID-19 C-2-A	0.00	99.40	-99.40
COVID-19 C-4-A	26.81	68.86	-42.05
RBEG 2019 -06	1,079.65	1,229.64	-149.99
<b>IRP 2</b>			
2011-03-A	0.00	27.05	-27.05
<b>Total IRP 2</b>	0.00	27.05	-27.05
<b>IRP 3</b>			
2007-08-A	0.00	166.94	-166.94
<b>Total IRP 3</b>	0.00	166.94	-166.94
<b>IRP 4</b>			
2019 - 06A	1,349.56	1,534.51	-184.95
2021-02-A	138.79	117.41	21.38
2021-01-A	973.96	929.59	44.37
2019-07-A	765.12	967.66	-202.54
2018-02-A	35.13	99.25	-64.12
2018-01-A	1,075.83	1,382.63	-306.80
2017-04-A	532.83	689.80	-156.97
2017-05-A	0.00	19.25	-19.25
2017-01-A	142.59	174.60	-32.01
<b>Total IRP 4</b>	5,013.81	5,914.70	-900.89
<b>Loan Interest Income - Other</b>	0.00	29.35	-29.35
<b>Total Loan Interest Income</b>	6,304.64	7,958.07	-1,653.43
<b>Loan Program Fee</b>			
Facade	0.00	300.00	-300.00
IRP 4	0.00	300.00	-300.00
<b>Total Loan Program Fee</b>	0.00	600.00	-600.00
<b>Loan Late Fee</b>			
COVID-19 C-5-A	8.65	0.00	8.65
COVID-19 C-1-A	216.50	108.25	108.25
2016-02-C	0.00	83.32	-83.32
2017-01-A	14.40	0.00	14.40
<b>Total Loan Late Fee</b>	239.55	191.57	47.98
<b>Loan Administrative Fee</b>	577.73	134.37	443.36
<b>4110 - Grants</b>			
Workforce Coordinator	11,471.63	0.00	11,471.63
DRI-HCR	207,555.37	0.00	207,555.37
<b>Total 4110 - Grants</b>	219,027.00	0.00	219,027.00



## Tioga County Industrial Development Agency

## Profit &amp; Loss

07/07/23

January through June 2023

Accrual Basis

	Jan - Jun 23	Jan - Jun 22	\$ Change
<b>Interest Income-</b>			
Interest Income - TSB COVID19	0.72	78.23	-77.51
CCTC- CD Site Development 2441	239.61	0.00	239.61
CCTC- CD Site Development 2440	50.59	0.00	50.59
CCTC- CD Site Development 2439	50.59	0.00	50.59
Interest Income- TSB ICS	0.00	396.75	-396.75
Community- Facade Improvement	9.63	10.18	-0.55
CCTC Loan Loss Reserve Account	5.05	6.01	-0.96
TSB- checking	230.42	21.36	209.06
TSB-general fund	10.67	11.59	-0.92
TSB- IRP 4	90.55	13.55	77.00
TSB- RBEG	100.47	15.13	85.34
TSB- marketing	0.00	0.04	-0.04
<b>Total Interest Income-</b>	<b>788.30</b>	<b>552.84</b>	<b>235.46</b>
<b>Leases/Licenses</b>	<b>14,073.61</b>	<b>12,437.22</b>	<b>1,636.39</b>
<b>OHRy</b>			
freight	25,896.34	49,488.05	-23,591.71
<b>Total OHRy</b>	<b>25,896.34</b>	<b>49,488.05</b>	<b>-23,591.71</b>
<b>4170 · PILOT Program Fees</b>			
Sales Tax Exemption App Fee	2,395.00	0.00	2,395.00
SunEast Valley Solar	0.00	2,500.00	-2,500.00
Tioga Downs	1,500.00	0.00	1,500.00
<b>Total 4170 · PILOT Program Fees</b>	<b>3,895.00</b>	<b>2,500.00</b>	<b>1,395.00</b>
<b>Total Income</b>	<b>270,802.17</b>	<b>73,862.12</b>	<b>196,940.05</b>
<b>Expense</b>			
<b>Grant Expense</b>			
Raymond Hadley Water	250.00	0.00	250.00
Workforce Coordinator	11,471.63	0.00	11,471.63
DRI-HCR	205,407.73	0.00	205,407.73
<b>Total Grant Expense</b>	<b>217,129.36</b>	<b>0.00</b>	<b>217,129.36</b>
<b>Marketing</b>	<b>0.00</b>	<b>294.50</b>	<b>-294.50</b>
<b>Education</b>			
Curtis	0.00	100.00	-100.00
<b>Total Education</b>	<b>0.00</b>	<b>100.00</b>	<b>-100.00</b>
<b>Loan Admin Fee</b>			
IRP 4	0.00	134.37	-134.37
Loan Admin Fee - Other	124.47	0.00	124.47
<b>Total Loan Admin Fee</b>	<b>124.47</b>	<b>134.37</b>	<b>-9.90</b>
<b>Loan Program Expense</b>			
Marketing	237.50	237.50	0.00
Loan Program Expense - Other	73.25	211.85	-138.60
<b>Total Loan Program Expense</b>	<b>310.75</b>	<b>449.35</b>	<b>-138.60</b>
<b>6120 · Bank Service Charges</b>	<b>86.80</b>	<b>0.00</b>	<b>86.80</b>
<b>6160 · Dues and Subscriptions</b>	<b>970.00</b>	<b>1,060.00</b>	<b>-90.00</b>
<b>Employee benefit</b>			
IRA Company Match	275.60	569.19	-293.59
<b>Total Employee benefit</b>	<b>275.60</b>	<b>569.19</b>	<b>-293.59</b>

## Tioga County Industrial Development Agency

07/07/23

## Profit &amp; Loss

Accrual Basis

January through June 2023

	Jan - Jun 23	Jan - Jun 22	\$ Change
<b>6180 · Insurance</b>			
Crime (Smith Brothers)	636.00	0.00	636.00
WC (Utica)	-327.00	0.00	-327.00
Travel/Accident (Hartford)	0.00	750.00	-750.00
D & O (Philadelphia Ins. Co)	3,696.00	3,483.00	213.00
6190 · Disability (First Rehab Life)	375.29	388.80	-13.51
Employee Health (SSA)	3,744.76	2,527.87	1,216.89
6185 · Property & Liability (Dryden)	12,458.71	11,224.42	1,234.29
RR Liability (Steadfast)	28,017.90	29,055.60	-1,037.70
<b>Total 6180 · Insurance</b>	<b>48,601.66</b>	<b>47,429.69</b>	<b>1,171.97</b>
<b>6200 · Interest Expense</b>			
6205 · Loan Int Exp Covid	435.24	330.35	104.89
6220 · Loan Interest			
IRP 1	383.83	0.00	383.83
IRP 2	897.84	0.00	897.84
IRP 3	1,604.57	0.00	1,604.57
<b>Total 6220 · Loan Interest</b>	<b>2,886.24</b>	<b>0.00</b>	<b>2,886.24</b>
6200 · Interest Expense - Other	0.00	3,183.77	-3,183.77
<b>Total 6200 · Interest Expense</b>	<b>3,321.48</b>	<b>3,514.12</b>	<b>-192.64</b>
Lounsberry land	0.00	3,120.00	-3,120.00
6240 · Miscellaneous	1,000.00	0.00	1,000.00
6550 · Office Supplies	549.90	0.00	549.90
<b>6560 · Payroll Expenses</b>			
Payroll Expenses - HSA	900.00	1,650.00	-750.00
6560 · Payroll Expenses - Other	29,447.99	26,507.72	2,940.27
<b>Total 6560 · Payroll Expenses</b>	<b>30,347.99</b>	<b>28,157.72</b>	<b>2,190.27</b>
<b>6270 · Professional Fees</b>			
BiziLife LLC	2,140.00	3,070.00	-930.00
Ec Dev Specialist Position	10,000.00	10,000.00	0.00
Administrative Services			
Tinney	11,500.00	12,750.00	-1,250.00
<b>Total Administrative Services</b>	<b>11,500.00</b>	<b>12,750.00</b>	<b>-1,250.00</b>
6650 · Accounting			
Jan Nolis	905.00	1,070.00	-165.00
6650 · Accounting - Other	8,500.00	7,600.00	900.00
<b>Total 6650 · Accounting</b>	<b>9,405.00</b>	<b>8,670.00</b>	<b>735.00</b>
6280 · Legal Fees	23,661.15	8,435.00	15,226.15
6270 · Professional Fees - Other	962.00	3,848.00	-2,886.00
<b>Total 6270 · Professional Fees</b>	<b>57,668.15</b>	<b>46,773.00</b>	<b>10,895.15</b>
<b>6670 · Program Expense</b>			
Water Tower	237,702.21	174,530.84	63,171.37
<b>Total 6670 · Program Expense</b>	<b>237,702.21</b>	<b>174,530.84</b>	<b>63,171.37</b>

## Tioga County Industrial Development Agency

07/07/23

## Profit &amp; Loss

Accrual Basis

January through June 2023

	Jan - Jun 23	Jan - Jun 22	\$ Change
<b>Property Taxes</b>			
Stanton Hill 9.64A Town Lot	222.30	206.68	15.62
96 · Smith Creek Rd	27.48	25.55	1.93
540 · Stanton Hill	168.24	156.42	11.82
Spring St	0.28	0.27	0.01
Berry Road (47)	141.77	131.81	9.96
Carmichael Road	7.78	6.94	0.84
Smith Creek Road	23.55	21.90	1.65
Glenmary Drive	10.81	10.10	0.71
Metro Road	9.01	8.42	0.59
<b>Total Property Taxes</b>	<b>611.22</b>	<b>568.09</b>	<b>43.13</b>
<b>6770 · Supplies</b>	<b>419.28</b>	<b>840.55</b>	<b>-421.27</b>
<b>6350 · Travel &amp; Ent</b>			
6380 · Travel	242.32	0.00	242.32
6350 · Travel & Ent - Other	0.00	2,624.99	-2,624.99
<b>Total 6350 · Travel &amp; Ent</b>	<b>242.32</b>	<b>2,624.99</b>	<b>-2,382.67</b>
<b>Total Expense</b>	<b>599,361.19</b>	<b>310,166.41</b>	<b>289,194.78</b>
<b>Net Ordinary Income</b>	<b>-328,559.02</b>	<b>-236,304.29</b>	<b>-92,254.73</b>
<b>Net Income</b>	<b>-328,559.02</b>	<b>-236,304.29</b>	<b>-92,254.73</b>

**Tioga County Industrial Development Agency  
Transaction Detail**

Accrual Basis

June 2023

Type	Date	Num	Name	Memo	Amount
<b>Restricted Cash Accounts</b>					
<b>COVID-19</b>					
Deposit	06/06/2023			Loan pmt & Loan final payoff	10,248.26
Deposit	06/09/2023			Loan pmts	588.61
Total COVID-19					<u>10,836.87</u>
<b>Community- Facade Improvement</b>					
Deposit	06/06/2023			Loan pmt	540.73
Deposit	06/09/2023			Loan pmt	150.00
Total Community- Facade Improvement					<u>690.73</u>
<b>USDA Funds</b>					
<b>TSB- IRP 2016 (Formerly IRP 4)</b>					
Deposit	06/06/2023			Loan pmts	2,588.97
Deposit	06/09/2023			Loan pmt	754.16
Total TSB- IRP 2016 (Formerly IRP 4)					<u>3,343.13</u>
<b>TSB- RBEG</b>					
Deposit	06/06/2023			Loan pmt	809.96
Total TSB- RBEG					<u>809.96</u>
Total USDA Funds					<u>4,153.09</u>
Total Restricted Cash Accounts					<u>15,680.69</u>
<b>Unrestricted Cash Accounts</b>					
<b>TSB- checking</b>					
Check	06/02/2023	7068	Tioga State Bank and Jennifer Shaw	DRI-HCR Reimbursement - 127 McMaster Street - Support the Business Community projects	-129,156.06
Check	06/02/2023	7069	Tioga County ED&P	DRI-HCR Admin Fee 95% of \$42,952.80 for 127 McMaster Street 5-31 disbursement	-40,805.16
Check	06/05/2023	7070	Thomas, Collison & Meagher	Jan 2023	-4,095.00
Check	06/05/2023	7071	Thomas, Collison & Meagher	Feb 2023	-3,446.00
Deposit	06/06/2023			RJ Corman Mar 23	4,963.97
Check	06/07/2023	X	NYS Division of the Treasury	State Tax	-178.38
Check	06/07/2023	7072	Christine E Curtis	Pay Period: 5/21/23-6/3/23	-1,668.18
Check	06/07/2023	7073	LeeAnn Tinney	June 2023 Professional Services	-2,125.00
Check	06/07/2023	7074	Tioga County	IT Inv 5100 April Wireless	-37.99
Check	06/07/2023	7075	Christine Curtis	HSA June 2023	-150.00
Deposit	06/09/2023			Sales Tax Ex App Fee - 231 Main	250.00
Check	06/15/2023	X	EFTPS 941 Tax Payment	May 2023 Federal Tax Deposit	-1,006.62
Check	06/20/2023	7076	Veolia Water New York Inc - VWON	Acc# 04603888034716 - 140 Belva Lockwood Lane Hydrants Owego NY	-3,655.53
Check	06/20/2023	7077	Tioga County ED&P	2nd QTR 2023 Community Dev Specialist position contribution	-5,000.00
Check	06/20/2023	7079	Franklin Templeton	June 2023 Simple IRA - C. Curtis	-84.80
Check	06/21/2023	7078	Christine E Curtis	Pay Period: 6/4/23-6/17/23	-1,668.15
Deposit	06/22/2023			RJ Corman April-May & 231 Main Sales Tax Admin Fee	9,331.67
Check	06/27/2023	7080	Excellus Health Plan	July 2023 Inv#35609249	-543.30
Total TSB- checking					<u>-179,074.53</u>
Total Unrestricted Cash Accounts					<u>-179,074.53</u>
<b>TOTAL</b>					<u><u><b>-163,393.84</b></u></u>

ACCOUNTS RECEIVABLE - OUTSTANDING ITEMS

\$ 126,000.00	Crown Cork & Seal	Agency fee - annual installments of \$42,000 (3 remaining)
\$ 453.05	NYS DOT	Waverly Trade Center's final pass-thru grant disbursement
\$ 350,000.00	ESD	Water tank grant: Project AB017 Tioga County IDA E-Site Water System Capital
\$ 270,000.00	Suez	Water tank - installation refund
<b>\$ 746,453.05</b>	<b>Total</b>	

- A. Economic/Community Development
  - 1. Village of Owego
    - a. Downtown Revitalization Initiative (DRI) administration
      - i. \$40,805.16 County portion of admin fee received
      - ii. Memo of Understanding needed between TCIDA/County
      - iii. Shear Paradise project nearing completion
      - iv. Parkview project nearing completion
      - v. Latest call for Projects (5) underway
    - b. Restore NY
      - i. Fuddy Duddy's- moving forward (\$1.8 M)
      - ii. Tioga Trails- award letter received (\$1 M)
    - c. CDBG- Racker- house demos underway, construction completion date anticipated for 6/24
  - 2. Village of Waverly
    - a. NY Forward
      - i. Local Planning Committee (LPC) meetings underway
      - ii. Community Engagement session- well attended
    - b. Potential housing project- moving forward
  - 3. Town of Nichols
    - a. Broadband
      - i. fiber install complete
      - ii. homeowner/business free install still available until 8/1
- B. Land Bank
  - 1. Liberty Street Developer discussion- ongoing
  - 2. Candor NY Main Street- nearing completion
- C. Workforce Development
  - 1. Continuing work on School-to-Work Mfg. Program (10/6)
  - 2. Talent Supply Table meetings
  - 3. Broome-Tioga Workforce partnership discussions
  - 4. Exploring EMS-Firefighter CTE Program
- D. Planning
  - 1. Countywide Strategic Plan- meetings have commenced
  - 2. Hazard Mitigation Plan- ongoing
- E. Sustainability Management
  - 1. EV Charging stations (Village of Owego)- kickoff meeting 7/6
  - 2. Continuing work with municipalities on E-Waste events
  - 3. "Charging Forward"- Lunch & Learn event for businesses to learn about options
  - 4. Updating Solid Waste Management Plan
- F. Tourism- Hotel Motel Tax Local Law renewal due (remain at 4%)
- G. Presentations (1)
  - 1. Leadership Tioga (7/12)
  - 2. Lenders Roundtable

**Memorandum of Understanding between Tioga County and  
Tioga County Industrial Development Agency**

This Memorandum of Understanding is executed between the County of Tioga (County), having offices at 56 Main Street, Owego, New York, and the Tioga County Industrial Development Agency (IDA), having offices at 56 Main Street, Owego, New York to detail each Party's administrative fee to be earned associated with the DRI Program Grant Agreement SHARS ID# 20190297.

Whereas, the IDA executed the DRI Program Grant Agreement SHARS ID# 20190297 with the Housing Trust Fund Corporation on November 8, 2019; and

Whereas, the Grant Agreement SHARS ID# 20190297 regards the "Improve Key Facades" and "Support the Business Community" DRI Projects of which the majority of administration is completed by the Tioga County Economic Development & Planning Department; and

Whereas, Section VII B of the November 2, 2022 IDA minutes indicate an approved Motion to disburse 95% of each DRI project reimbursement to Tioga County, and 5% to IDA; and

Whereas, the IDA will receive the administrative fees for each individually completed project by wire transfer, disburse 95% to the Tioga County Economic Development & Planning Department, and keep the remaining 5%; and

Whereas, the Tioga County Economic Development & Planning Department will receipt the 95% portion of each administrative fee into the ~~XXXXXX~~ fund; and

NOW, THEREFORE, the parties hereto agree to these stated procedures for the administrative fee associated with the DRI Program Grant Agreement SHARS ID# 20190297.

Tioga County

By: \_\_\_\_\_  
Martha C. Sauerbrey, Legislative Chair

Date: \_\_\_\_\_

Tioga County Industrial Development Agency

By: \_\_\_\_\_  
Jenny Ceccherelli, Board Chair

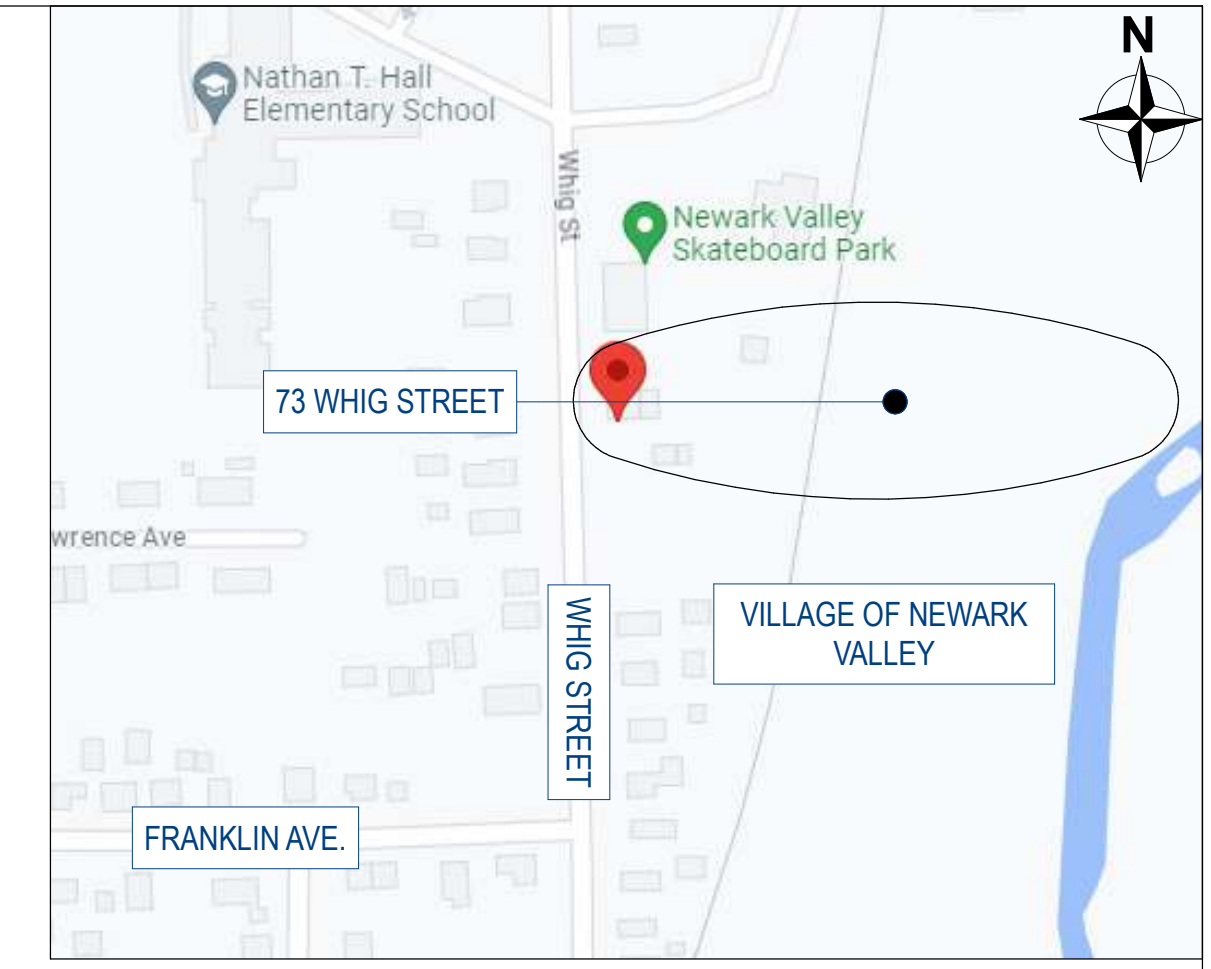
Date: \_\_\_\_\_

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GENERAL PROJECT INFORMATION	
PROJECT NAME	PEPPER GLAMPING PARK
PROJECT NUMBER	23-692
PROJECT ADDRESS	73 WHIG STREET VILLAGE OF NEWARK VALLEY NEW YORK, 13811
COUNTY	TIOGA
STATE	NEW YORK
CLIENT	JENNIFER PEYTON
CONTACT	JENNIFER PEYTON
CONTACT ADDRESS	22 BROOK STREET NEWARK VALLEY, NY 13811
CONTACT NUMBER	(516) 317-3895
TAX PARCEL NUMBERS	64.11-1-12.1
ZONING DISTRICT	ZONE
PLANNING JURISDICTION	239 REVIEW NOT REQUIRED
CODE IN EFFECT BY BUILDING DEPARTMENT	
BUILDING CODES OF NEW YORK STATE-2016	
2020 INTERNATIONAL BUILDING CODE	
2020 INTERNATIONAL RESIDENTIAL CODE	
2020 INTERNATIONAL EXISTING BUILDING CODE	
2020 INTERNATIONAL FIRE CODE	
2020 INTERNATIONAL PLUMBING CODE	
2020 INTERNATIONAL MECHANICAL CODE	
2020 INTERNATIONAL ENERGY CONSERVATION CONSTRUCTION CODE	
A117-09 ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES	



COVER SITE PLAN



LOCATION PLAN

**THIS PROJECT:**  
THE PURPOSE OF THIS PROJECT IS THE DEVELOP THE EXISTING OPEN LAND AS A CAMPGROUND WITH 20 CAMP SITES.

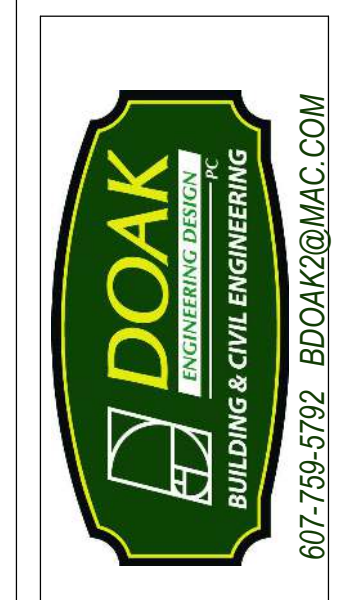
CAMPSITE CODE ANALYSIS 73 WHIG STREET, NEWARK VALLEY, NY					
CODE	SEC.	SUBJECT	REQ/ALL	ACT/PROP	COMMENTS
NYSDOH		CAMPGROUNDS	REQUIRED		STATE SANITARY CODE SUBPART 7-3 (PUBLIC HEALTH LAW 225) EFF. MARCH 1, 2001
	7-3.2	APPLICATION	REQUIRED		
	7-3.3	PERMIT FOR OPERATION	REQUIRED		3 YEARS
	7-3.4	OWNER RESPONSIBILITIES	REQUIRED		24 HOUR
	7-3.7	NOTICE OF CONSTRUCTION	REQUIRED		
	7-3.8	CAMPSITE SPACE REQ. (MIN)	REQUIRED	PROVIDED	1250 SF (35X35)/CAMPSITE W/10' CLEAR BETWEEN STRUCTURES ON CAMPSITE
	7-3.10	MAINTENANCE OF BLDG & GROUNDS	REQUIRED		
	7-3.11	FOOD SERVICE	N/A		
	7-3.12	SWIMMING OR BEACH	N/A		
	7-3.13	WATER SUPPLY	REQUIRED		PUBLIC WATER SUPPLY
	7-3.14	SEPTIC TREATMENT	REQUIRED	PROVIDED	NYSDOH APPROVED
	7-3.15	TOILETS, LAV'S & UTILITY SINKS 1. 2 W/C G'GROUND (<25 SITES) 2. 1 LAV/2 W/C 3. 1 UTILITY/ C'GROUND	2 W/C 1 LAV 1 UTILITY	2 W/C 2 LAV 1 UTILITY	1 M/ADA & 1 F/ADA 1 M/ADA & 1 F/ADA 1 OUTSIDE
	7-3.16	SHOWERS 1. CLEANABLE 2. HOT & COLD WATER 3. HOT:90-1100	ALLOWED	2 SHOWERS	1 M/ADA, 1 F/ADA  SCALD CONTROL
	7-3.17	ELECTRICAL PER 2020 NYSBC	REQUIRED	PROVIDED	CERTIFIED AND NEC 70-17
	7-3.18	INSECT, RODENT & WEED MAINT	REQUIRED	PROVIDED	
	7-3.19	REFUSE STORAGE	REQUIRED	PROVIDED	DUMPSTER OR OWNER



REVISION TABLE		DESCRIPTION
NUMBER	DATE	

**WHIG GLAMPING SITE**  
73 WHIG STREET  
NEWARK VALLEY

**PROJECT INFORMATION**



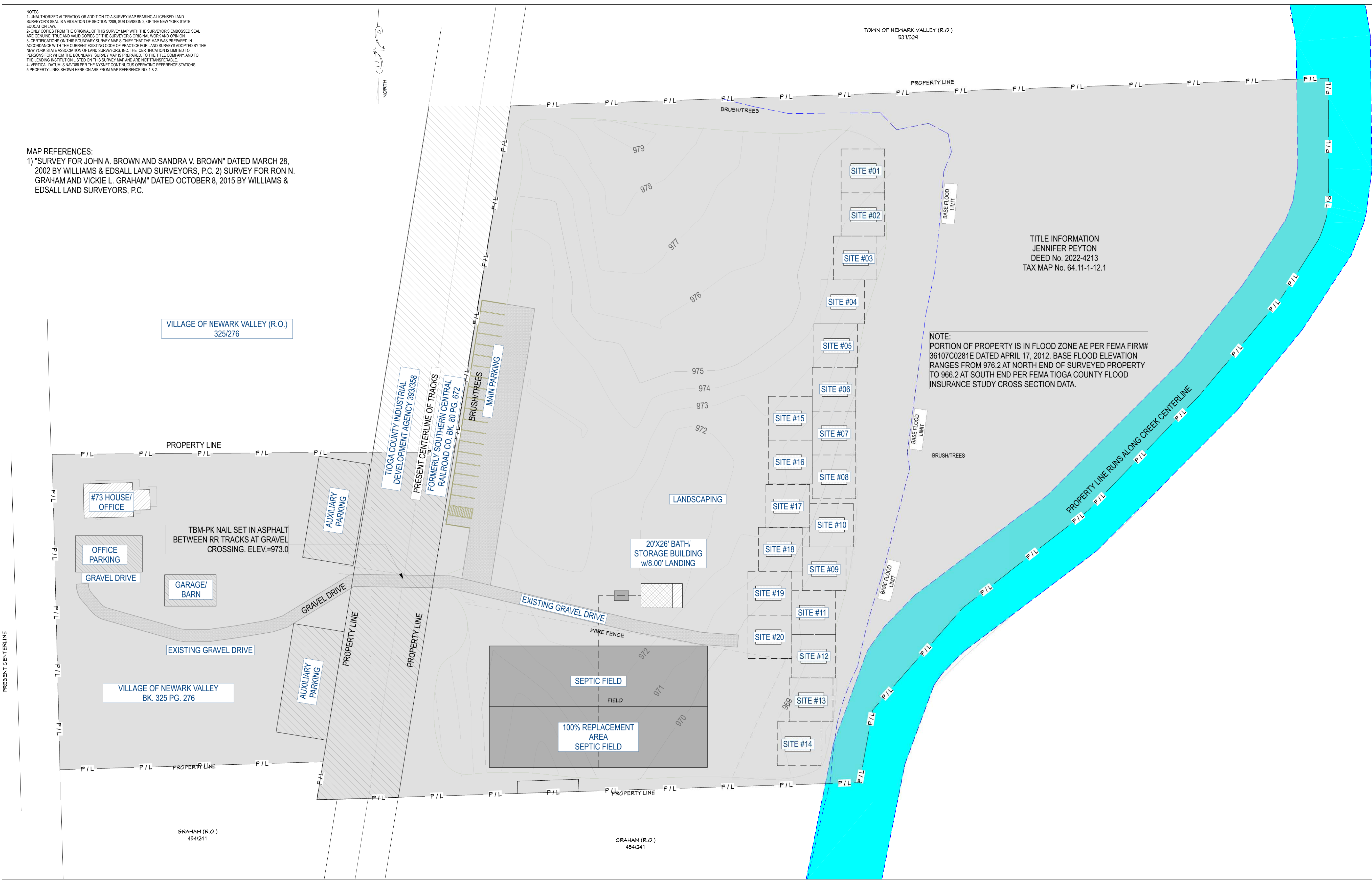
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SHEET:	1



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**NOTES:**  
 1. UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 2209, SUB-DIVISION 2, OF THE NEW YORK STATE EDUCATION LAW.  
 2. ONLY COPIES FROM THE ORIGINAL OF THIS SURVEY MAP WITH THE SURVEYOR'S EMBOSSED SEAL ARE BEING MADE. TRUE AND VALID COPIES OF THE SURVEYOR'S ORIGINAL WORK AND OPINION.  
 3. CERTIFICATIONS ON THIS BOUNDARY SURVEY MAP SIGNIFY THAT THE MAP WAS PREPARED IN ACCORDANCE WITH THE CURRENT EXISTING CODE OF PRACTICE FOR LAND SURVEYS ADOPTED BY THE NEW YORK STATE ASSOCIATION OF LAND SURVEYORS, INC. THE CERTIFICATION IS LIMITED TO PERSONS FOR WHOM THE BOUNDARY SURVEY MAP IS PREPARED, TO THE TITLE COMPANY AND TO THE LENDING INSTITUTION LISTED ON THIS SURVEY MAP AND ARE NOT TRANSFERABLE.  
 4. VERTICAL DATUM IS NAVD83 PER THE NYSMET CONTINUOUS OPERATING REFERENCE STATIONS.  
 5. PROPERTY LINES SHOWN HERE ON ARE FROM MAP REFERENCE NO. 1 & 2.

**MAP REFERENCES:**  
 1) "SURVEY FOR JOHN A. BROWN AND SANDRA V. BROWN" DATED MARCH 28, 2002 BY WILLIAMS & EDSALL LAND SURVEYORS, P.C. 2) SURVEY FOR RON N. GRAHAM AND VICKIE L. GRAHAM" DATED OCTOBER 8, 2015 BY WILLIAMS & EDSALL LAND SURVEYORS, P.C.



**TITLE INFORMATION**  
 JENNIFER PEYTON  
 DEED No. 2022-4213  
 TAX MAP No. 64.11-1-12.1

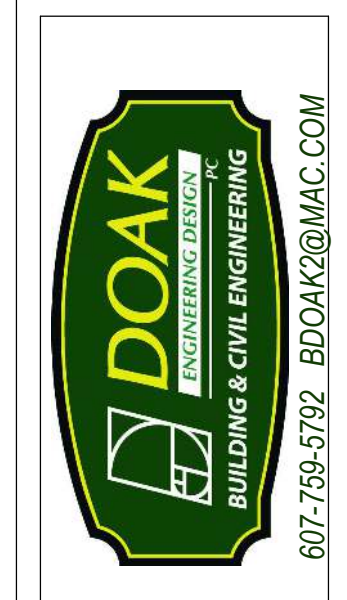
**NOTE:**  
 PORTION OF PROPERTY IS IN FLOOD ZONE AE PER FEMA FIRM# 36107C0281E DATED APRIL 17, 2012. BASE FLOOD ELEVATION RANGES FROM 976.2 AT NORTH END OF SURVEYED PROPERTY TO 966.2 AT SOUTH END PER FEMA TIOGA COUNTY FLOOD INSURANCE STUDY CROSS SECTION DATA.



NUMBER	DATE	REVISION BY	DESCRIPTION

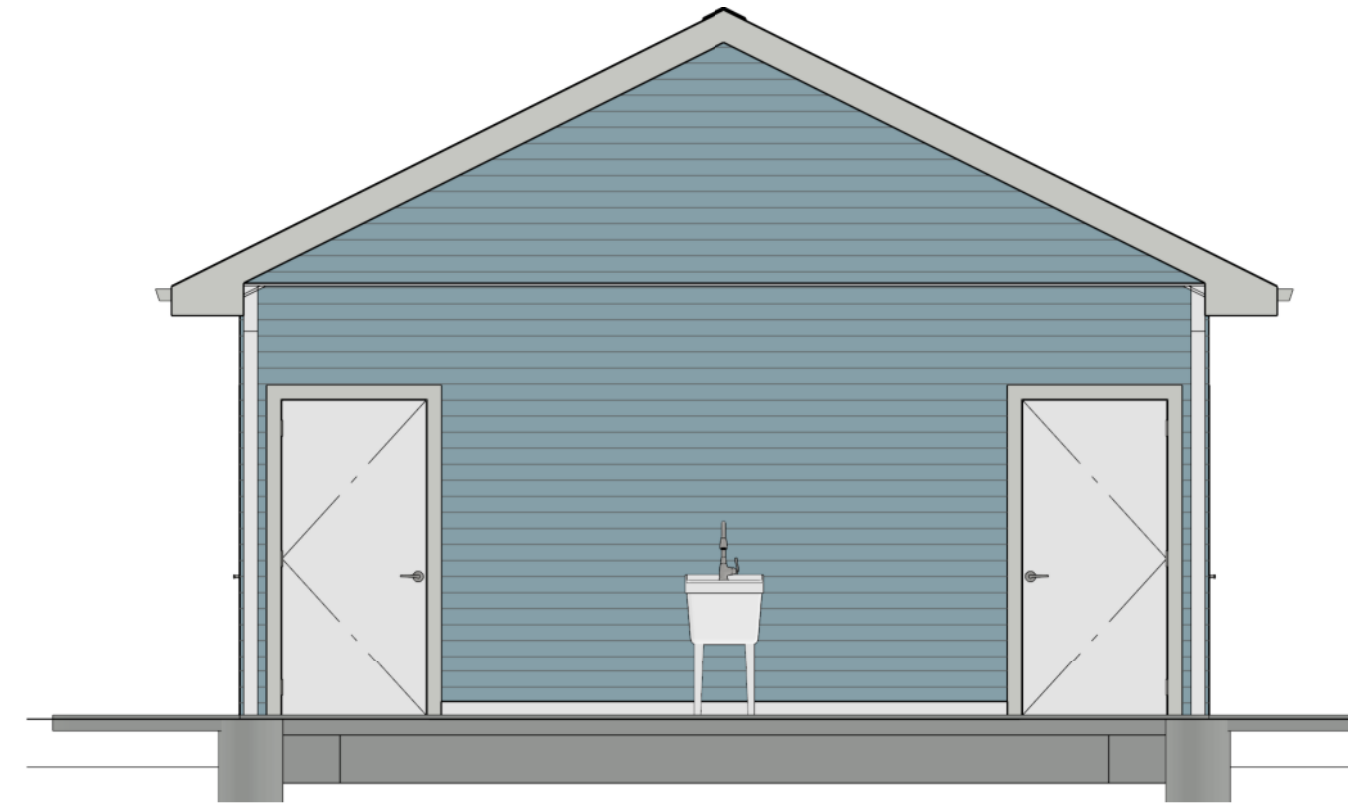
**WHIG GLAMPING SITE**  
 73 WHIG STREET  
 NEWARK VALLEY

**MAIN SITE PLAN**

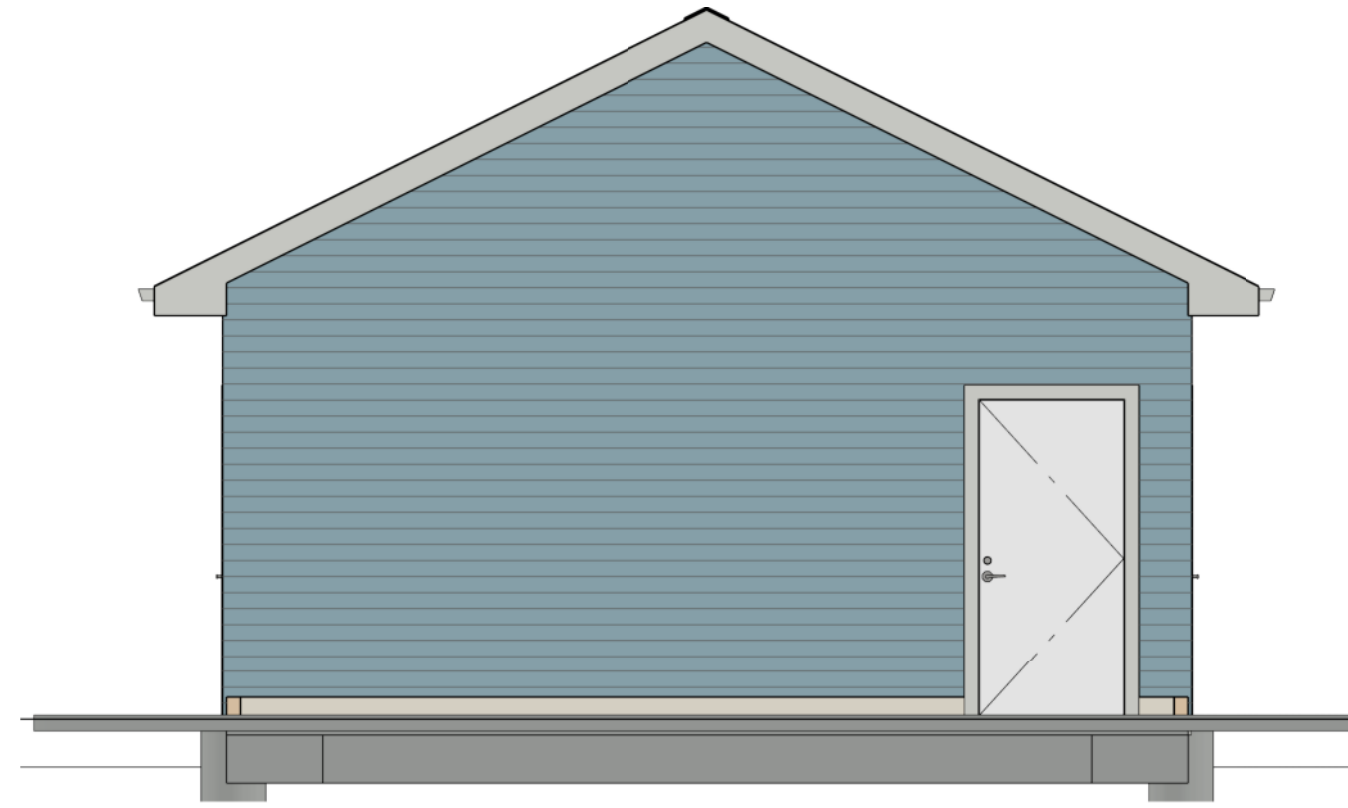


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 SHEET: 2

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EXTERIOR ELEVATION RIGHT



EXTERIOR ELEVATION LEFT

DOOR SCHEDULE						
NUMBER	LABEL	QTY	SIZE	R/O	HEADER	COMMENTS
D01	3068	2	3068 L EX	38"X83"	2"X6"X41" (2)	
D02	3068	3	3068 R EX	38"X83"	2"X6"X41" (2)	

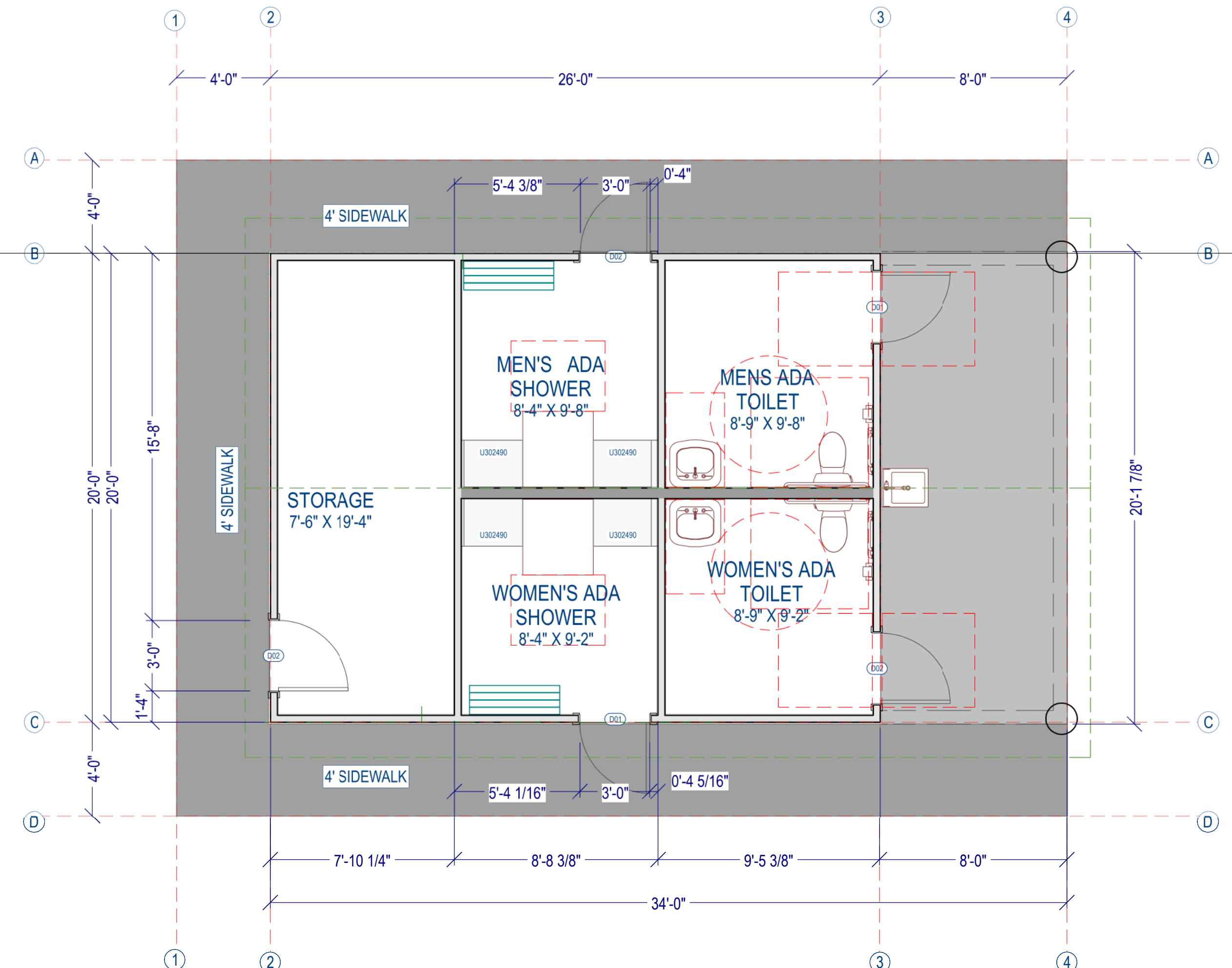
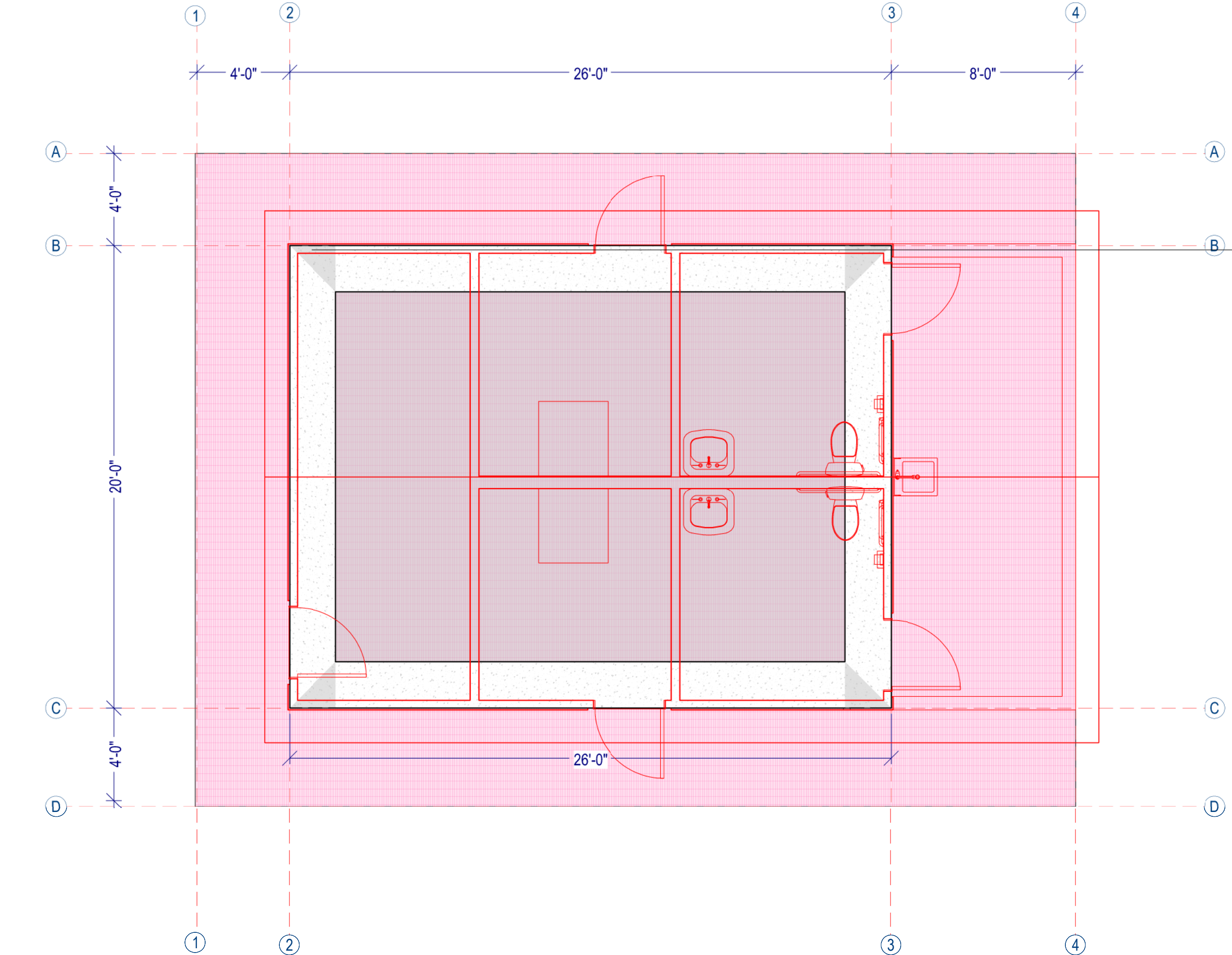
FIXTURE SCHEDULE			
NUMBER	QTY	LABEL	COMMENTS
A01	2	ADA SHOWER	
A02	2	ADA SINK	
A03	2	ELONGATED TOILET	
A04	1	SINGLE BASIN LAUNDRY SINK	
A05	2	GRAB BAR COMBINATION 3	
A06	2	HORIZONTAL GRAB BAR	
A07	2	BASIC TOILET PAPER HOLDER	



EXTERIOR ELEVATION FRONT



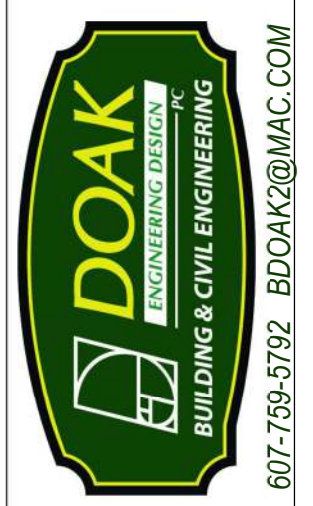
EXTERIOR ELEVATION BACK



REVISION TABLE	
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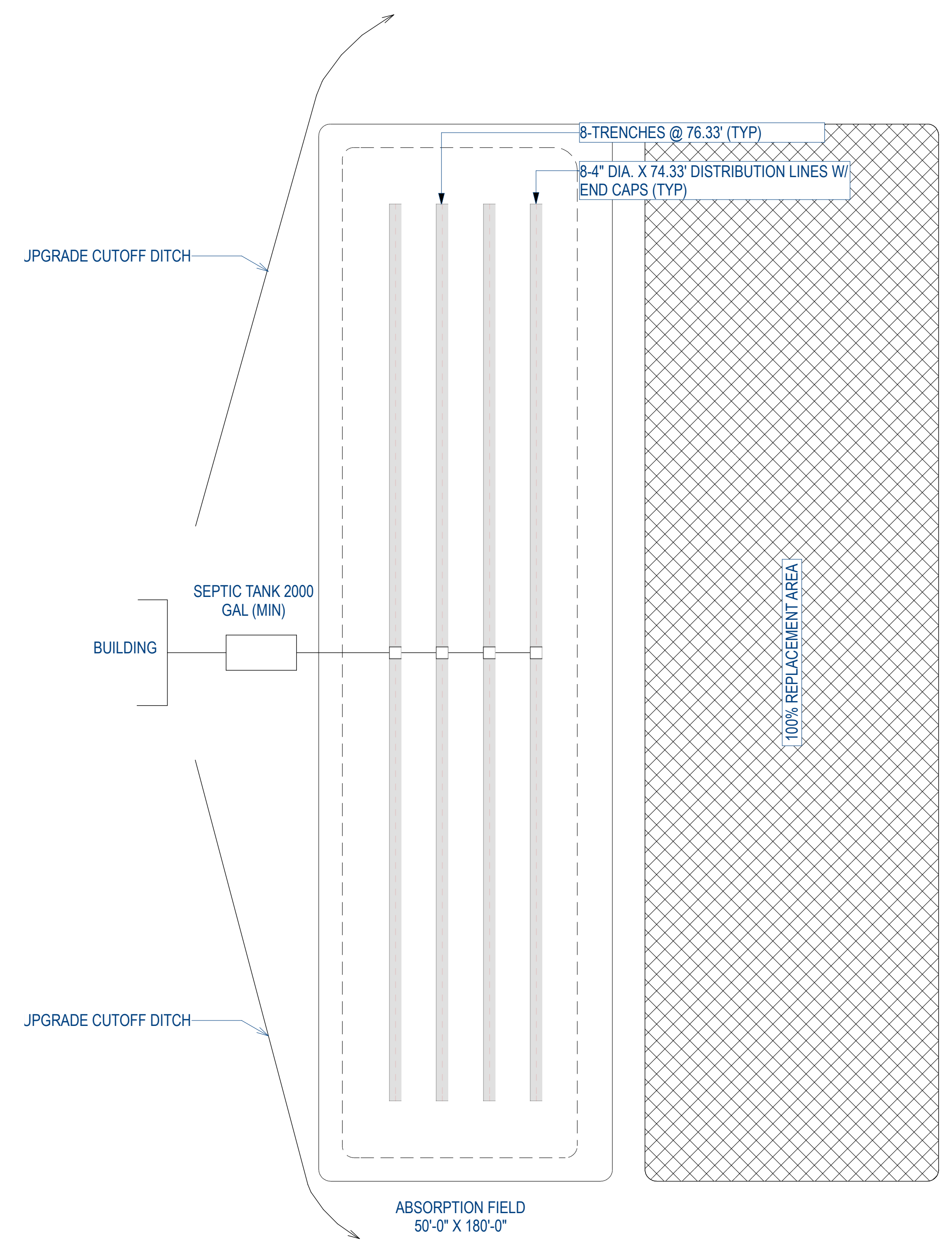
**WHIG GLAMPING SITE**  
 73 WHIG STREET  
 NEWARK VALLEY

**BATH/STORAGE BUILDING**

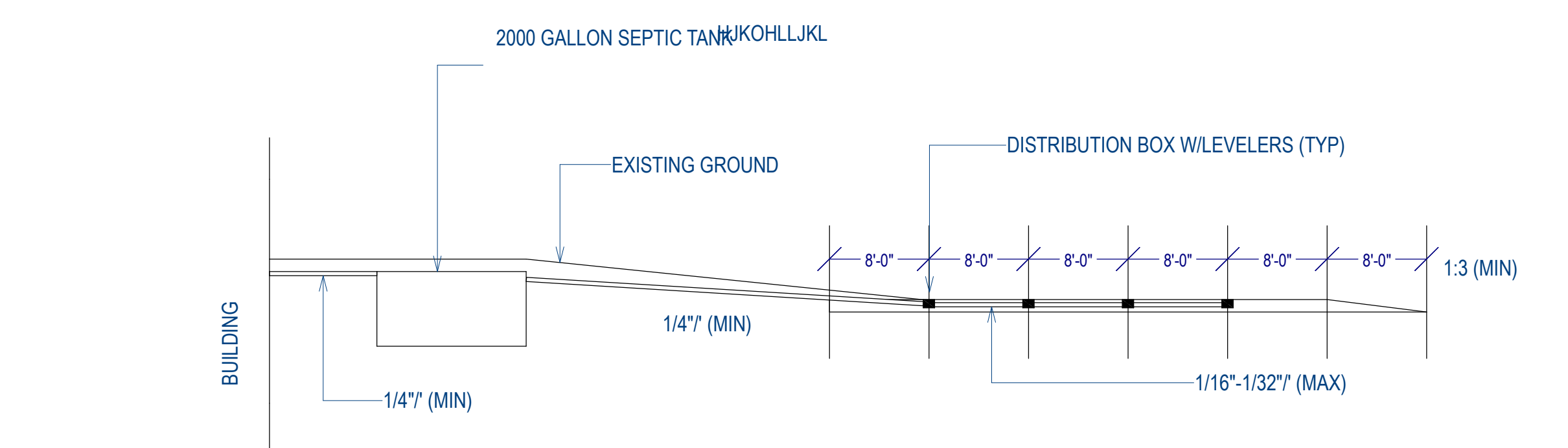


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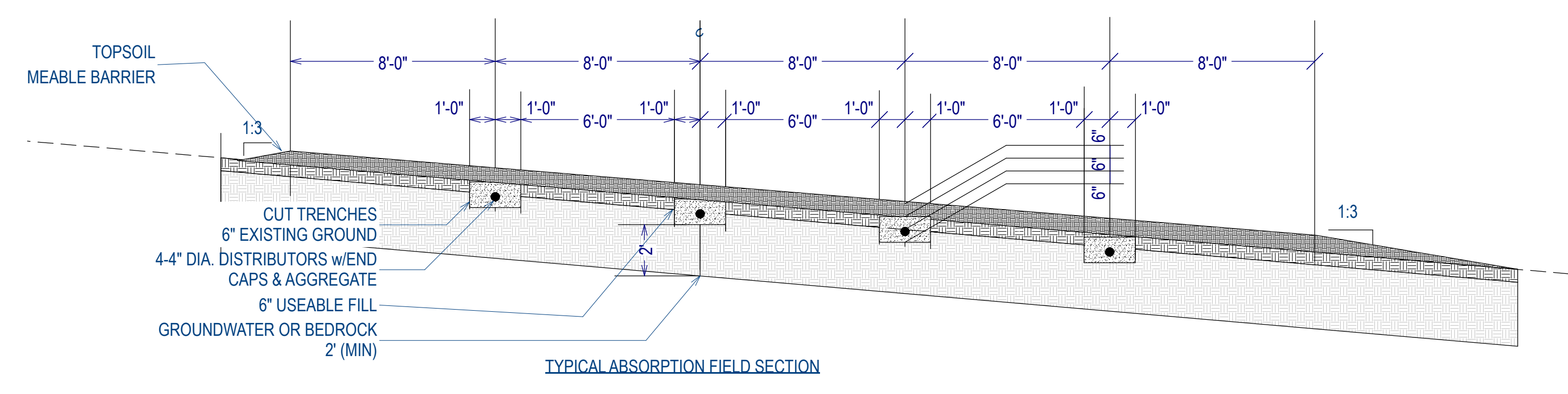
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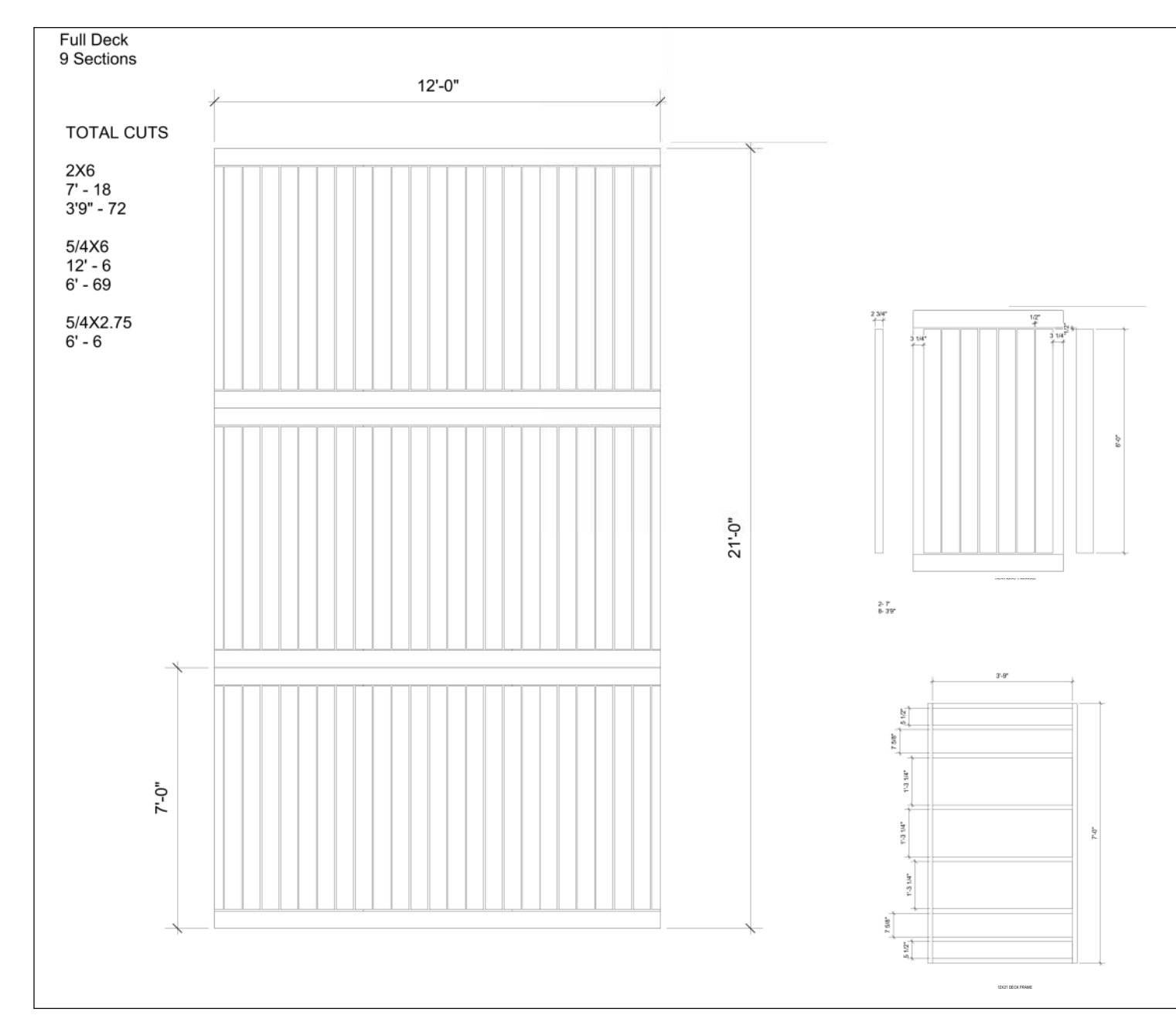
TYPICAL SYSTEM PLAN



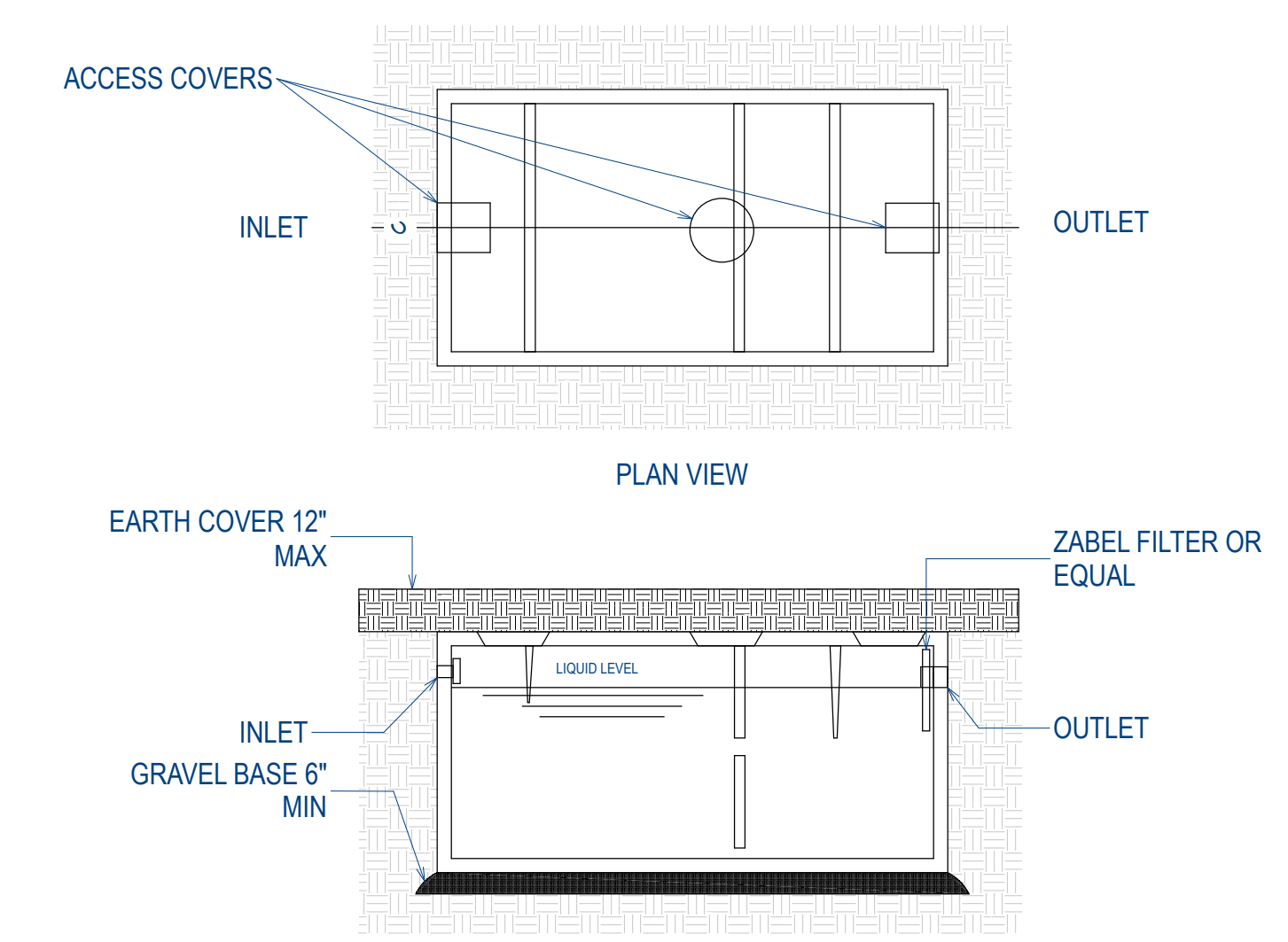
WHIG SEPTIC DESIGN CROSS SECTIONS



TYPICAL ABSORPTION FIELD SECTION



TENT PLATFORMS



WHIG SEPTIC TANK DETAILS

DESIGN COMPUTATIONS

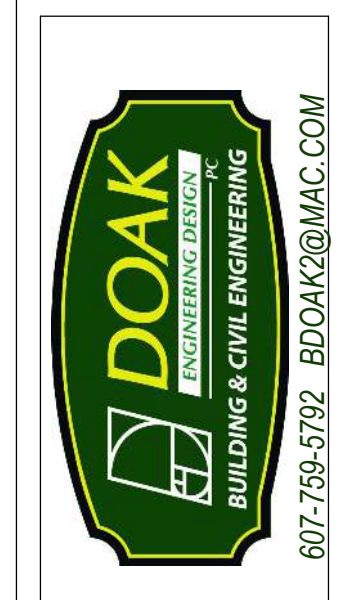
1. SOIL INFORMATION UNADILLA SILT LOAM (WEB SOILS)
- a. SOIL PROFILE: 0-30" SILT LOAM (WELL DRAINED)
- b. GROUNDWATER OBSERVED: NO
- c. LEDGE ENCOUNTERED: NO
2. DESIGN (NYSDEC ABSORPTION SYSTEM)
- a. LOADING
  - i. 20 CAMPSITES @ 55 GPD (NYSDEC)
  - ii. NO KITCHEN, POOL, DUMPING SITE OR WHIRLPOOL/SPA
  - iii. DESIGN FLOW: 20 @ 55=1100 GPD
- b. TANK
  - i. DUAL CHAMBER
  - ii. 2000 GALLON
  - iii. ZABEL FILTER
- c. ABSORPTION FIELD
  - i. DESIGN FLOW: 100% (1100 GPD) = 1100 GPD (NYSDEC)
  - ii. SILT/LOAM PERCOLATION RATE: 0.45 GPD/SF (NYSDEC)
  - iii. TRENCH LENGTH: 1110 GPD/(0.45 GPD/SF (2 SF/FT))= 1222.22 LF USE 8 @
- c. FIELD LAYOUT:
  - i. TRENCHES: USE 16 @ 75" = 1248" (>1222.22" OK)
  - ii. DISTRIBUTION LATERALS: USE 8 @ 74" =592'
- d. FIELD DIMENSIONS
  - i. LENGTH: 78' + 2(6') = 94' (PLUS SLOPES)
  - ii. WIDTH: 3(8') + 2(6') = 40' (PLUS SLOPES)



NUMBER	DATE	REVISION BY	DESCRIPTION

**WHIG GLAMPING SITE**  
 73 WHIG STREET  
 NEWARK VALLEY

**SEPTIC PLAN & PROFILE**



DATE:	6/14/2023
SCALE:	
DRAWING:	SP-1
SHEET:	4



**Department of  
Transportation**

**KATHY HOCHUL**  
Governor

**MARIE THERESE DOMINGUEZ**  
Commissioner

**JAMES P. RUSAK, P. E.**  
Regional Director

June 16, 2023

Ms. Jess Moore, Deputy Clerk/Treasurer  
Village of Newark Valley  
9 Park Street, P.O. Box 398  
Newark Valley, NY 13811

Dear Ms. Moore:

**RE: SITE PLAN REVIEW – WHIG GLAMPING SITE  
73 WHIG STREET (NEAR NYS ROUTE 38),  
VILLAGE OF NEWARK VALLEY, TIOGA COUNTY  
NYSDOT CASE #23-099**

NYSDOT has reviewed the materials for the above-referenced proposal. Please advise the applicant to ensure proper coordination with the Tioga County Industrial Development Agency regarding use of the railroad crossing.

If you have any questions, or need further assistance, please contact Sean Murphy, NYSDOT Region 9 Site Plan Coordinator, at 607-772-7335.

Sincerely,  
***Original signed by  
Sean Murphy for***

Tony Signorelli, P.E.  
Regional Traffic Engineer