



Tioga County Industrial Development Agency
April 6, 2022 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Hubbard Auditorium, 1st Floor
Regular Board Meeting Minutes via Zoom

I. Call to Order and Introductions – Ms. Ceccherelli called the meeting to order at 4:32.

II. Attendance

IDA Board Members

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

Excused: K. Gillette

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

III. Privilege of the Floor: James Gensel

Mr. Gensel shared an Owego Gardens II water system extension update with the board. He noted that the project is now in the construction phase. The contractor has installed the first set of pump upgrades, which is now up and running. The second of the two pumps is currently being worked on and is expected to be brought online on Monday. Robinson solicited two new bids to bring electric to the tank site. This will result in an increase in the change order for the Robinson contract.

Motion to authorize cost increase to Robinson Contract Change Order 2 to \$137,296.79 from \$125,321 due to change in electrical subcontractor. (E. Knolles, M. Sauerbrey)

IV. Approval of Minutes

A. March 2, 2022 Regular Meeting Minutes

Motion to approve March 2, 2022 regular meeting minutes, as written. (A. Gowan, T. Monell)

Aye – 5 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, J. Ward)

Aye – 5 Abstain – 0
No – 0 Carried

VI. ED&P Update: L. Tinney

Ms. Tinney updated the board on the following items:

- ED&P worked with the Town of Nichols and Southern Tier Network to submit a USDA ReConnect III Broadband grant to bring broadband access to the unserved areas of the Town of Nichols. ARPA funds from the Town and County were leveraged as a part of the match.
ED&P is working with Southern Tier Network on another grant application to extend broadband as far as possible up Route 38 through the towns of Newark Valley,



- Berkshire, and Richford, using the balance of ARPA funds and ARC grant funds.
- The developer that was interested in building at the Lounsberry Industrial Pocket is no longer interested in doing so. Ms. Tinney has reached out to other potential developers for the site.
- Sean Lanning, the Education Workforce Coordinator with the department is looking to make business visits in the coming up weeks and setting up tours at different businesses. Ms. Tinney invited board members to attend these tours.
- The Ithaca Neighborhood Housing Services project in the Village of Owego has been stalled at the Village level.
- The TEAM Tioga breakfast is being held April 28, 2022 at Tioga Downs.

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

**A. Owego Gardens II**

Ms. Curtis and Ms. Tinney gave additional information to the board regarding the project. Tenants are expected to move into the housing units in June. The current activities at the site include getting the pump stations up and running and tying in the existing water line to the new water line. Next week, Robinson will perform water pressure tests, then electric service to the water tank will be installed.

**B. Lounsberry Power Study**

Ms. Curtis reported that Larson Design Group is waiting on information from NYSEG in order to complete the study. Ms. Tinney is working with NYSEG to attain the needed information.

**C. Prevailing Wage**

Mr. Meagher advised the board that prevailing wage applies to projects that are funded by public money, including IDA money, that are valued at over \$5 million. He noted that the state has not issued regulations as to how that statute is to be interpreted. This includes determining which entity will be responsible for monitoring projects. Mr. Meagher will continue to monitor this issue and wait for guidance from New York State.

**VIII. New Business: C. Curtis**

**A. Park Outdoor Advertising – expired leases**

The leases for the Park Outdoor Advertising billboards expire at the end of this year. After negotiation, Park Outdoor is now asking to renew their leases at a rate of \$2000 and \$2200 for 10 years.

**Motion to approve leases for Park Outdoor Advertising in the amount of \$2,000 and \$2,200 for the term of 10 years. (T. Monell, E. Knolles)**

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

**B. Social media services – contract renewal**

BiziLife, LLC is looking to renew their annual contract for social media services. They are asking for a 7% increase, bringing their monthly cost up to \$535.

**Motion to authorize annual contract renewal with BiziLife, LLC, and increase their monthly payment to \$535 from \$500. (E. Knolles, J. Ward)**

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



- C. Tioga County Chamber of Commerce – July event  
Ms. Curtis reported that the Tioga County Chamber of Commerce is holding their annual event in July, and asked if they board would like a table at the event. The board expressed interest in attending.

**IX. Committee Reports: C. Curtis**

- A. Public Authority Accountability Act (PAAA)
  - 1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward
    - a. 2021 Audit complete
  - 2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles
    - a. PARIS Reports submitted before 3-31 deadline
    - b. Chemung, Steuben, & Tioga County IDA networking events  
Ms. Curtis noted that she will be attending quarterly networking events with Chemung and Steuben County IDAs. Each county will take turns hosting the meetings.
  - 3. Finance Committee: J. Ceccherelli, A. Gowan, J. Ward
    - a. No report
  - 4. Loan Committee: S. Thomas, A. Gowan, R. Kelsey, K. Dougherty, D. Barton, J. Ward, E. Knolles
    - a. No report
  - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
    - a. No report

**X. PILOT Updates: C. Curtis**

- A. Sales Tax Exemptions Update:
  - 1. Owego Gardens II – Home Leasing - \$95,181.36/Authorized \$524,194
  - 2. RB Robinson - \$25,887.79/Authorized \$55,990
  - 3. Statewide Aquastore Inc. - \$11,663.61/Authorized \$17,856.40

**XI. 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

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

**Motion to adjourn Executive Session at 5:41 pm.**

**XIII. Next Meeting: Wednesday May 4, 2022**

**XIV. Adjournment – Mr. Monell motioned to adjourn the meeting at 5:42 pm.**