



ECONOMIC DEVELOPMENT & PLANNING | INDUSTRIAL DEVELOPMENT AGENCY | LOCAL DEVELOPMENT CORPORATION

Tioga County Industrial Development Agency
April 1, 2020 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Agenda

Call to Order and Introductions

Attendance

IDA Board Members

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

Absent:

Excused:

Guests: C. Curtis, C. Haskell, L. Tinney

Privilege of the Floor: None

Approval of Minutes

- A. [March 4, 2020 Regular Meeting Minutes](#)
- B. [March 25, 2020 Special Meeting Minutes](#)

Financials

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

ED&P Update: L. Tinney

Project Updates: C. Curtis

- A. Owego Gardens II
- B. USDA RBDG Grant Applications - \$385,342
 - 1. NYMS Funding - \$250,000
 - 2. Agriculture Value Chain - \$69,945
 - a. [Revised Resolution](#)
 - 3. Broadband Study - \$65,397

New Business: C. Curtis

- A. [Northern Tioga Chamber Request](#)
- B. RBEG Equipment Loan Program
- C. Waverly Trade Center Grant Disbursement
- D. ABO PARIS Report Submitted
- E. ABO revising IDA guidelines to allow COVID-19 granting/lending

Old Business: C. Curtis

- A. Public Authority Accountability Act (PAAA)
 - 1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward



- a. Nothing to report
2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles
 - a. Nothing to report
3. Finance Committee: J. Ceccherelli, A. Gowan, K. Gillette
 - a. Nothing to report
4. Loan Committee: S. Thomas, A. Gowan, R. Kelsey, K. Dougherty, D. Barton, J. Ward, J. Ceccherelli
 - a. TCIDA Loan Suspension – Tier 1
 1. Loan Modification Agreement
 - b. TCIDA Loan Outreach – Tier 2
 - c. Waterman Distillery Loan
 - d. County COVID-19 Emergency Relief Loan Program

PILOT Updates: C. Curtis

- A. Sales Tax Exemptions Update: C. Curtis
 1. V&S New York Galvanizing - \$621,890.71/ Authorized \$771,000
 2. Best Buy - \$24,694.48/ Authorized \$1,028,429

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

Next Meeting: Wednesday May 6, 2020

Adjournment

Tioga County Industrial Development Agency

March 4, 2020 • 4:30 p.m. • Ronald E. Dougherty County Office Building

56 Main Street, Owego, NY 13827

DRAFT

Regular Meeting Minutes

- I. **Call to Order and Introductions** – Chairwoman J. Ceccherelli called the meeting to order at 4:30 p.m.

- II. **Attendance**
IDA Board Members:
 - A. Roll Call: J. Ceccherelli, K. Gillette, A. Gowan, M. Sauerbrey, T. Monell, J. Ward, E. Knolles
 - B. Absent: None
 - C. Excused: None
 - D. Guests: C. Curtis, L. Tinney, J. Meagher (*arrived @ 4:40 p.m.*), C. Haskell, M. Freeze, G. Lohmann (*departed @ 4:45 p.m.*), K. Flesher (*departed @ 4:45 p.m.*), S. Hartwig (*departed @ 4:45 p.m.*), W. Walsh (*departed @ 4:55 p.m.*)

- III. **Privilege of the Floor – Keith Flesher, Town of Berkshire Supervisor –**
Town of Berkshire Recreational Park Access – Town of Berkshire Supervisor, Keith Flesher reported he has held the position of supervisor for the past two years and progress on the Town of Berkshire Recreational Park has been underway before his term of office. Mr. Flesher reported a promotional video has been created to show the progress over the years and will be used for future grant applications. Mr. Flesher reported the Town of Berkshire wants to provide an area for residents to access outdoor facilities without travelling to Owego or Endicott. Mr. Flesher reported the idea is to secure grants and donations to avoid any additional tax burden to the residents. Mr. Flesher addressed the concern of the railroad tracks and crossing and expressed a desire to move the project forward with the OHRY and IDA partners.

IDA Attorney, J. Meagher reported the IDA should request input from S. May regarding any impact to railroad operations. L. Tinney reported she spoke with S. May and he expressed no opposition to granting access to the railroad tracks contingent upon the following conditions:
 1. Town of Berkshire agrees to be responsible for railroad crossing improvements; and
 2. Town of Berkshire agrees to continue maintenance of the railroad crossing; and
 3. Town of Berkshire agrees to draft a letter indicating the railroad crossing is changing from a private to public crossing. Currently, this railroad track is considered a private crossing with public access.
 4. Town of Berkshire understands there may be times, as needed, when S. May would need

to store cars on the railroad siding, which could potentially limit or deny use or access to the park. K. Flesher requested a schedule of these times for event scheduling purposes.

K. Gillette inquired about potential insurance implications from changing from a private to a public crossing. J. Meagher reported the IDA would need to inquire with our insurance carrier, Smith Brothers.

T. Monell inquired as to whether construction has commenced. Mr. Flesher reported the project is currently in the end-stage planning phase and the Town of Berkshire is in the process of obtaining cost estimates and exploring grant opportunities.

T. Monell inquired about the potential for flooding. Mr. Flesher reported the Town of Berkshire is aware of the flood plain and engineering plans will address any potential issues.

A. Gowan inquired as to whether there is any encroachment on the railroad's right-of-way.

L. Tinney reported potential right-of-way impact will need to be addressed with S. May, as he has the maps.

IDA Board was in agreement with the Town of Berkshire's request for railroad crossing access contingent upon all above-referenced conditions are met.

Privilege of the Floor – Wendy Walsh, Director, Tioga Co. Soil & Water Conservation District -

Monkey Run (Huntington Creek) – Wendy Walsh, Director, Tioga County Soil & Water Conservation District provided history, assessed damage, and potential funding opportunities for Monkey Run (Huntington Creek) IDA-owned property. W. Walsh reported following the Tropical Storm Lee event in 2011, Tioga County Soil & Water was consulted to remove a 100-year-old crib dam from this property and as a result National Resources Conservation Services (NRCS) completed the work. W. Walsh reported the October 2019 flash flooding event was declared a federal disaster for our area and since that time, Soil & Water periodically checks on this site. As a result of one of these checks, damage was assessed, therefore, started discussion for possible FEMA public assistance in the form of a 75/25 match. W. Walsh reported Soil & Water is currently pursuing FEMA public assistance, however, cannot include this property, as Tioga County Soil & Water is not the owner. W. Walsh reported the application deadline has passed, however, believes a letter stating extenuating circumstances such as the Tioga County IDA was unaware of this funding and that Soil & Water believed the property could be included as part of their application, may allow for an exception for application submission. W. Walsh estimated \$20,000 - \$25,000 for damage repair; therefore, the 25% local IDA match would be approximately \$6-7,000. W. Walsh reported that if the IDA agrees to pursue FEMA public assistance, she would assist C. Curtis with the application process. W. Walsh reported FEMA has been known for strict deadlines; therefore, noting this may not be a viable option this year.

M. Sauerbrey exited the meeting at 4:50 p.m.

A. Gowan inquired as to the extent of the damage. W. Walsh reported damage includes erosion around the grade control and rock shoot causing the shifting of these structures, therefore, in need of replacing and extending elevation to get back to the center of the grade control.

W. Walsh reported operation and maintenance of these structures is approximately ten years, therefore, on the cusp and believes it is worthwhile to do the necessary work to address damage control.

Motion to approve W. Walsh, Tioga County Soil & Water, to submit a letter on behalf of the Tioga County IDA identifying extenuating circumstances and authorize IDA as the applicant for FEMA Federal Disaster Public Assistance funding. (K. Gillette, T. Monell)

Aye – 6 Abstain – 0
No – 0 Carried

Blodgett Road Update – L. Tinney inquired about the condition of Blodgett Road. W. Walsh reported survey work is required, as the creek is getting closer to the railroad tracks. W. Walsh reported application for Water Quality Improvement Project (WQIP) funding is available this spring through the Consolidated Funding Application (CFA) process. This funding would also require a 75/25 match and either the Tioga County IDA or Soil & Water could be the applicant. W. Walsh reported she would be willing to look at design scenarios and costs with IDA Board authorization.

IV. Approval of Minutes

A. February 5, 2020 Regular Board Meeting Minutes

Motion to approve February 5, 2020 Regular Board meeting minutes, as written.

(E. Knolles, T. Monell)

Aye – 6 Abstain – 0
No – 0 Carried

V. Financials – The following financial reports were reviewed.

A. Balance Sheet

B. Profit & Loss –

C. Transaction Detail – C. Curtis highlighted the PILOT disbursements, Crown Cork and Seal agency fee of \$42,000, and the \$300,000 transfer of the Crown Cork and Seal PILOT from general checking to the Crown Cork and Seal PILOT account.

D. Town & County PILOT Disbursements – C. Curtis provided an Excel spreadsheet overview of the 2020 Town and County PILOT disbursements.

Motion to acknowledge financials, as presented. (A. Gowan, J. Ward)

Aye – 6 Abstain – 0
No – 0 Carried

M. Sauerbrey returned to the meeting.

VI. Project Updates: C. Curtis

A. Owego Gardens II – C. Curtis reported SUEZ approved the water extension plans, therefore, bid process for the water tank is anticipated soon.

B. Agriculture Value Chain Study – C. Curtis reported a resolution is required for USDA RDBG grant application.

Motion to authorize resolution for the Tioga County IDA to act as the grant applicant for the USDA Rural Business Development Grant (RBDG) for the Ag Value Chain Study for \$26,000 with no local match required. (T. Monell, A. Gowan)

Aye – 7 Abstain – 0
No – 0 Carried

C. Southern Tier Network Broadband – C. Curtis reported funding application for \$36,500 was submitted to Empire State Development (ESD).

D. Livestreaming TCIDA Meetings – C. Curtis reported Tioga County ITCS Department advised setting up a YouTube account to host the archived meeting videos.

VII. ED&P Update: L. Tinney

- A. 2020 Census Complete Count Committee – L. Tinney reported Planning Director, E. Jardine will attend the April 1, 2020 IDA meeting to provide a presentation.
- B. DRI Projects – L. Tinney reported Deputy Director of Economic Development, Brittany Woodburn created a spreadsheet of all the projects. B. Woodburn, M. Griffiths, and C. Curtis continue to meet with the property owners. L. Tinney reported she anticipates issuing a Request for Proposal (RFP) soon. K. Gillette inquired about flood insurance. C. Curtis reported ED&P is requesting all property owners to submit their insurance to the IDA. J. Ward inquired whether the request is for private or FEMA insurance, as private insurance is more prevalent. C. Curtis reported this type of requirement was not specified to the property owners.
- C. Land Bank – L. Tinney reported three purchase offers have been made and one is currently in negotiation.
- D. Phase II Workforce Pipeline Strategy – L. Tinney reported the Owego-Apalachin Central School District and Waverly Central School District are taking the lead. In-person interviews with the partners are currently underway regarding plans, strategies, etc.
- E. Annual Agricultural District Inclusion – L. Tinney reported this annual process secured an additional 110 acres for inclusion with both parcels in the Town of Newark Valley.
- F. Deliver Fresh Virtual Food Hub – L. Tinney reported the meeting at the Engelbert facility was well attended with over 20 producers in attendance.
- G. 239 Planning Reviews – L. Tinney reported Planning had six 239 reviews this month with the most notable being the rezoning of a Town of Owego property from Residential B to Residential C to allow future multi-family apartment housing development.
- H. REAP Code Enforcement Study – L. Tinney reported the baseline report has been completed.
- I. Grants – L. Tinney reported ED&P is exploring nine potential grant opportunities; eight of which are pending. L. Tinney reported ED&P is currently involved with 34 grant opportunities, in addition to the DRI project grants, for a total of 51 grants.

VIII. New Business: C. Curtis

- A. Zoning Change Request – C. Curtis reported Phase I Full Environmental Assessment Form has been completed with the IDA as the applicant for a zoning change request for three property owners (Engelbert, Lounsberry, and Boyle) from agricultural to industrial in the Town of Nichols. L. Tinney reported the code enforcement officer advised one applicant to act as the sponsor versus three individual applicants for simplicity purposes. J. Meagher reviewed and approved the form. This request will go before the Town of Nichols Zoning Board, then to the County Planning Board for review and recommendation, with formal action taken by the Town of Nichols. L. Tinney reported all owners agreed and acknowledged their desire to pursue this zoning request.
Motion to approve Tioga County IDA to act as the sponsor and sign the Phase I Full Environmental Assessment Form for all three property owners in the Town of Nichols for the rezoning change from agricultural to industrial.
- B. RBEG Equipment Loan Program – C. Curtis reported ED&P suggested the IDA develop an equipment loan program to address unmet needs for small business owners. C. Curtis reported the IDA Loan Committee recommended a 1% interest rate and J. Meagher and J. Nolis offered the same opinion that this has no taxing implications, therefore, is not an issue. C. Curtis reported the process would continue through the IDA Loan Committee.
- C. FOIL Request – C. Curtis reported she received a FOIL Request requesting copies of all energy PILOTs. C. Curtis reported she complied and sent the requested information.

D. Railroad Insurance – C. Curtis reported the Railroad Committee approved the railroad insurance renewal for this year, but requested quotes at least three months in advance of the renewal date for next year. C. Curtis reported the railroad insurance renewal is a 23% cost increase.

ACTION: The IDA Board requested three quotes for next year at least three months in advance of the renewal due date.

E. RBDG USDA Application: \$250,000 NY Main Street Funding – ED&P requested the IDA act as the applicant to secure additional USDA funding to match the existing \$250,000 already obtained NY Main Street funding to allow for a bigger impact and increase of work. L. Tinney reported the application is due March 31, 2020 and anticipates a quick turnaround. J. Ward inquired as to whether targeted property owners are aware of the potential for additional funding. L. Tinney reported this information has not been released, however, will reach out with the understanding there is no guarantee additional funding will be secured. L. Tinney reported ED&P would administer the additional funding, if awarded, as they already administer the NY Main Street funding.

Motion to authorize resolution for the Tioga County IDA to act as the grant applicant for the USDA Rural Business Development Grant (RBDG) for \$250,000 with no local match required to supplement the existing \$250,000 NY Main Street funding already obtained.

(T. Monell, A. Gowan)

**Aye – 7
No – 0**

**Abstain – 0
Carried**

IX. Old Business: C. Curtis

A. Public Authority Accountability Act (PAAA)

1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward
 - a. Insero & Co. – C. Curtis reported the final report is forthcoming and anticipates receiving in time to meet the PARIS Report submission deadline.
2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles
 - a. Nothing to report.
3. Finance Committee: J. Ceccherelli, A. Gowan, K. Gillette
 - a. Nothing to report.
4. Loan Committee: S. Thomas, A. Gowan, R. Kelsey, K. Dougherty, D. Barton, J. Ward, J. Ceccherelli
 - a. DRI Flood Insurance Requirement & Acknowledgement Form – C. Curtis reported the requirement is only during the construction period.
 - b. DRI Recaptured Funds - C. Curtis reported any recaptured funds would roll into the IDA's Façade Improvement Loan Program. C. Curtis reported an Administrative Plan would be submitted for administration of funds.

X. PILOT Updates: C. Curtis

A. Sales Tax Exemptions Update: C. Curtis

1. V&S New York Galvanizing – C. Curtis reported V&S is submitting monthly sales tax reports and, to date, the company has used \$603,813.92 of their allowable \$671,200 sales tax exemption. C. Curtis reported V&S submitted a letter of request for the IDA to grant an extension for completion until August 31, 2020 and increase the exemption to \$771,000 due to project and cost overruns. L. Tinney reported the increased exemption level would most likely not be reached.

Motion to approve V&S New York Galvanizing's extension request to August 31, 2020 and increase the exemption to \$771,000. (E. Knolles, T. Monell)

Aye – 7 Abstain – 0
No – 0 Carried

2. Best Buy – C. Curtis reported Best Buy is submitting monthly sales tax reports and, to date, the company has used \$399,226.50 of their allowable \$1,028,429.

3. Spencer-Tioga Solar – C. Curtis reported a letter of request to increase the maximum sales and tax use exemption was received for this project. As the project is nearing completion, the company determined they will exceed the original exemption amount of \$672,986, therefore, is requesting a net over max increase of \$24,151.75 for a new total exemption of \$697,137.75.

Motion to approve Spencer-Tioga Solar's sales and tax exemption request to for a net max increase of \$24,151.75 for a new total exemption of \$697,137.75. (A. Gowan, J. Ward)

Aye – 7 Abstain – 0
No – 0 Carried

B. Agency Fee Installments

1. Tioga Downs Phase I – C. Curtis reported installments are paid in full.

2. Crown Cork & Seal – C. Curtis reported four annual installments remain due for a total of \$168,000.

XI. Executive Session

Motion to move into Executive Session pursuant to Public Officers Law Section 105 at 5:30 p.m. to discuss financial matters, property acquisition, and litigation matters. (K. Gillette, M. Sauerbrey)

Aye – 7 Abstain – 0
No – 0 Carried

M. Sauerbrey motioned, seconded by K. Gillette to adjourn Executive Session at 5:58p.m.

XII. Adjournment – E. Knolles motioned to adjourn the meeting at 5:58 p.m.

XIII. Next Meeting: Wednesday, April 1, 2020 at 4:30 p.m. Legislative Conference Room.

Respectfully submitted,

Cathy Haskell

IDA Executive Assistant

Tioga County Industrial Development Agency

March 25, 2020 • 4:00 p.m. • Ronald E. Dougherty County Office Building

56 Main Street, Owego, NY 13827

DRAFT

Special Meeting via Phone Conference

- I. **Call to Order and Introductions** – Chairwoman J. Ceccherelli called the meeting to order at 4:01 p.m.
- II. **Attendance**
IDA Board Members:
A. Roll Call: J. Ceccherelli, K. Gillette, A. Gowan, T. Monell, J. Ward, E. Knolles
B. Absent: None
C. Excused: M. Sauerbrey
D. Guests: C. Curtis, L. Tinney, C. Haskell
- III. **Special Meeting Notice Waiver** – C. Curtis read the Special Meeting Notice Waiver and all Board members were in agreement.
ACTION: C. Curtis will obtain Board member signatures on the Special Meeting Notice Waiver at the next in-person IDA Board Meeting.
- IV. **USDA Rural Business Development Grant for Broadband Study** - C. Curtis reported the purpose of today's Special Meeting via phone conference was to pass the resolution authorizing the Tioga County IDA to be the applicant and administrator for the USDA Rural Business Development Grant (RBDG) for the Broadband Study in Tioga County in the amount of \$65,397.
Motion to approve the resolution authorizing Tioga County IDA to act as the grant applicant and administrator for the USDA RBDG for the Broadband Study in Tioga County in the amount of \$65,397 with no match requirement; and authorize Tioga County IDA Chairwoman Ceccherelli or Tioga County IDA Secretary Sauerbrey to execute any and all necessary documents with respect thereto.
(E. Knolles, A. Gowan)

**ROLL CALL: J. Ceccherelli – YES, K. Gillette – YES, A. Gowan – YES, T. Monell – YES
E. Knolles – YES, J. Ward – YES**

Resolution pass unanimously.
- V. **Adjournment** – E. Knolles motioned to adjourn the meeting at 4:06 p.m.

- VI. Next Meeting: *Wednesday, April 1, 2020 at 4:30 p.m. Legislative Conference Room.*
J. Ceccherelli reported details regarding next week's meeting to be determined and announced.

Respectfully submitted,

Cathy Haskell

IDA Executive Assistant

Tioga County Industrial Development Agency

03/31/20

Balance Sheet

Accrual Basis

As of March 31, 2020

	Mar 31, 20	Mar 31, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Restricted Cash Accounts			
Community- Facade Improvement	117,942.77	72,567.97	45,374.80
CCTC- Industrial Park	11,995.37	11,995.37	0.00
USDA Funds			
CCTC- Loan Loss Reserve	40,448.29	40,429.67	18.62
TSB- IRP 2016 (Formerly IRP 4)	176,560.64	224,221.87	-47,661.23
TSB- RBEG	122,845.21	205,574.36	-82,729.15
TSB- marketing	1,477.96	1,477.55	0.41
Total USDA Funds	341,332.10	471,703.45	-130,371.35
Total Restricted Cash Accounts	471,270.24	556,266.79	-84,996.55
CCTC- CDs			
Land Acquisition (879)	540,715.81	534,542.01	6,173.80
Capital Improvement (284)	318,847.13	315,216.99	3,630.14
Total CCTC- CDs	859,562.94	849,759.00	9,803.94
Temporarily Restricted Cash Acc			
TSB-Owego Gardens	23,112.35	22,661.35	451.00
TSB-Crown Cork and Seal	300,105.67	300,105.67	0.00
Community- BestBuy PILOT Acct.	570,290.83	570,189.48	101.35
Total Temporarily Restricted Cash Acc	893,508.85	892,956.50	552.35
Unrestricted Cash Accounts			
TSB ICS	1,859,043.66	2,136,308.63	-277,264.97
TSB- checking	148,075.32	315,253.33	-167,178.01
TSB- general fund	125,635.91	125,543.69	92.22
Total Unrestricted Cash Accounts	2,132,754.89	2,577,105.65	-444,350.76
Total Checking/Savings	4,357,096.92	4,876,087.94	-518,991.02
Other Current Assets			
Accounts Receivable 1300.01	421,348.12	791,547.69	-370,199.57
Allowance for Doubtful Accounts	-35,000.00	-35,000.00	0.00
Commercial Facade Loan Program			
Loan Rec - 2017-01-C	32,500.00	40,000.00	-7,500.00
Loan Rec - 2018-03-C	15,625.00	19,375.00	-3,750.00
Loan Rec - 2018-02-C	403.50	2,392.50	-1,989.00
Loan Rec - 2018-01-C	5,670.02	7,620.02	-1,950.00
Loan Rec - 2017-03-C	6,320.00	9,320.00	-3,000.00
Loan Rec - 2017-02-C	22,710.88	29,199.64	-6,488.76
Loan Rec - 2016-03-C	8,204.04	11,485.80	-3,281.76
Loan Rec - 2016-02-C	19,444.64	27,083.48	-7,638.84
Loan Rec - 2016-01-C	3,821.64	5,655.96	-1,834.32
Loan Rec - 2015-06-C	8,048.86	12,439.18	-4,390.32
Loan Rec - 2014-01-C	847.50	2,881.98	-2,034.48
Loan Rec - 2015-05-C	6,290.67	9,882.39	-3,591.72
Total Commercial Facade Loan Program	129,886.75	177,335.95	-47,449.20
RBEG			
RBEG Loan Rec 2020-01	10,000.00	0.00	10,000.00
Loan Rec - RBEG 2019 -06	75,044.67	0.00	75,044.67
Total RBEG	85,044.67	0.00	85,044.67
IRP 4			
Loan Rec - 2019 - 06A	93,805.82	0.00	93,805.82
Loan Rec 2018-02-A	7,654.00	9,145.79	-1,491.79
Loan Rec 2018-01-A	64,676.51	68,221.46	-3,544.95
Loan Rec 2017-05-A	10,330.52	15,045.15	-4,714.63
Loan Rec 2017-04-A	34,421.50	36,493.67	-2,072.17
Loan Rec 2017-03-A	14,836.66	16,702.85	-1,866.19
Loan Rec 2017-02-A	54,671.10	71,046.92	-16,375.82
Loan Rec 2017-01-A	18,196.59	20,589.16	-2,392.57
Loan Rec 2016-01-A	11,013.47	19,294.99	-8,281.52
Loan Rec 2015-03-A	0.00	4,917.73	-4,917.73
Loan Rec 2009-02-A	50,851.58	51,251.58	-400.00
Total IRP 4	360,457.75	312,709.30	47,748.45
IRP 3			
Loan Rec 2007-08-A	18,942.90	26,254.80	-7,311.90

Tioga County Industrial Development Agency

Balance Sheet

As of March 31, 2020

	Mar 31, 20	Mar 31, 19	\$ Change
Total IRP 3	18,942.90	26,254.80	-7,311.90
IRP 2			
Loan Rec 2011-03-A	21,851.07	33,506.98	-11,655.91
Total IRP 2	21,851.07	33,506.98	-11,655.91
Total Other Current Assets	1,002,531.26	1,306,354.72	-303,823.46
Total Current Assets	5,359,628.18	6,182,442.66	-822,814.48
Fixed Assets			
Land- Mitchell	58,453.51	58,453.51	0.00
Equipment			
2012 computer upgrade	1,436.88	1,436.88	0.00
Equipment - Other	264.00	264.00	0.00
Total Equipment	1,700.88	1,700.88	0.00
Land- Cavataio	2,500.00	2,500.00	0.00
Land-general	601,257.05	584,257.05	17,000.00
Land-Louns			
Lopke	8,993.03	8,993.03	0.00
Town of Nichols	20,000.00	20,000.00	0.00
Berry	2,160.68	0.00	2,160.68
Hess	259,561.43	259,561.43	0.00
Land-Louns - Other	139,612.53	139,612.53	0.00
Total Land-Louns	430,327.67	428,166.99	2,160.68
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	-1,197,077.10	-1,175,790.43	-21,286.67
Total Fixed Assets	2,253,292.87	2,255,418.86	-2,125.99
TOTAL ASSETS	7,612,921.05	8,437,861.52	-824,940.47
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Accrued Expenses	462,389.00	462,389.00	0.00
2100 - Payroll Liabilities	0.00	1,646.82	-1,646.82
PILOT Payments			
Spencer-Tioga Solar	89,600.00	0.00	89,600.00
Gateway Owego, LLC	1,600.00	1,500.00	100.00
Crown Cork and Seal	300,000.00	299,971.46	28.54
+ - 231 Main Town/County	0.00	-0.01	0.01
Nichols Cross Dock	0.00	14,550.83	-14,550.83
Owego Gardens	23,078.00	22,627.00	451.00
School - 231 Main Street	0.00	0.01	-0.01
CNYOG	0.00	274,971.49	-274,971.49
Best Buy PP	570,000.00	570,000.00	0.00
Rynone	0.00	44.08	-44.08
Total PILOT Payments	984,278.00	1,183,664.86	-199,386.86
Total Other Current Liabilities	1,446,667.00	1,647,700.68	-201,033.68
Total Current Liabilities	1,446,667.00	1,647,700.68	-201,033.68
Long Term Liabilities			
Loan Pay- IRP 4	222,620.13	232,632.80	-10,012.67
Loan Pay- IRP 3	192,027.10	192,027.10	0.00
Loan Pay- IRP 2	123,432.31	134,427.04	-10,994.73
Loan Pay- IRP 1	61,543.98	69,112.00	-7,568.02
Total Long Term Liabilities	599,623.52	628,198.94	-28,575.42
Total Liabilities	2,046,290.52	2,275,899.62	-229,609.10
Equity			
Board Designated Funds	1,406,302.63	1,406,302.63	0.00
1110 - Retained Earnings	4,756,607.06	4,770,371.71	-13,764.65
Net Income	-596,279.16	-14,712.44	-581,566.72

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Accrual Basis

Tioga County Industrial Development Agency

Balance Sheet

As of March 31, 2020

	<u>Mar 31, 20</u>	<u>Mar 31, 19</u>	<u>\$ Change</u>
Total Equity	5,566,630.53	6,161,961.90	-595,331.37
TOTAL LIABILITIES & EQUITY	<u>7,612,921.05</u>	<u>8,437,861.52</u>	<u>-824,940.47</u>

Tioga County Industrial Development Agency

03/31/20

Profit & Loss

Accrual Basis

January through March 2020

	Jan - Mar 20	Jan - Mar 19	\$ Change
Ordinary Income/Expense			
Income			
Loan Interest Income			
IRP 4 - 2019 - 06A	951.98	0.00	951.98
RBEG 2019 -06	761.58	0.00	761.58
IRP 2			
2011-03-A	297.92	442.40	-144.48
Total IRP 2	297.92	442.40	-144.48
IRP 3			
2007-08-A	207.10	428.57	-221.47
Total IRP 3	207.10	428.57	-221.47
IRP 4			
2018-02-A	52.30	93.89	-41.59
2018-01-A	515.61	543.50	-27.89
2017-04-A	260.14	275.59	-15.45
2017-03-A	94.69	106.31	-11.62
2017-05-A	70.28	99.62	-29.34
2017-01-A	116.25	131.13	-14.88
2017-02-A	358.92	460.85	-101.93
2016-01-A	155.27	257.93	-102.66
2015-03-A	0.00	59.41	-59.41
Total IRP 4	1,623.46	2,028.23	-404.77
Total Loan Interest Income	3,842.04	2,899.20	942.84
Loan Program Fee			
Facade	100.00	0.00	100.00
IRP 4	0.00	1,800.00	-1,800.00
Total Loan Program Fee	100.00	1,800.00	-1,700.00
Loan Late Fee			
2016-02-C	20.83	0.00	20.83
RBEG 2019-16	24.30	0.00	24.30
IRP 4 2019-06-A	30.37	0.00	30.37
2018-01-C	5.00	0.00	5.00
2015-03 - 2015-03-A	0.00	10.00	-10.00
Loan Late Fee - Other	5.00	0.00	5.00
Total Loan Late Fee	85.50	10.00	75.50
Loan Administrative Fee	695.89	0.00	695.89
4110 - Grants			
Waverly Trade Center DOT Grant	0.00	10,880.00	-10,880.00
Total 4110 - Grants	0.00	10,880.00	-10,880.00
Interest Income-			
Interest Income- TSB ICS	3,176.60	5,260.90	-2,084.30
Community- Facade Improvement	9.10	8.30	0.80
CCTC Loan Loss Reserve Account	3.27	4.88	-1.61
Community- Lounsberry	20.29	26.24	-5.95
TSB- checking	106.60	173.02	-66.42
TSB-general fund	16.53	24.76	-8.23
TSB- IRP 4	8.11	17.09	-8.98
TSB- RBEG	6.47	15.42	-8.95
TSB- marketing	0.08	0.11	-0.03
Total Interest Income-	3,347.05	5,530.72	-2,183.67
Leases/Licenses	3,378.92	1,022.49	2,356.43
OHRy			

Tioga County Industrial Development Agency

Profit & Loss

03/31/20

January through March 2020

Accrual Basis

	Jan - Mar 20	Jan - Mar 19	\$ Change
freight	14,680.70	14,221.90	458.80
Total OHRY	14,680.70	14,221.90	458.80
4170 · PILOT Program Fees			
V&S NY Galvanizing LLC	0.00	84,131.50	-84,131.50
Owego Garden - Home Leasing	0.00	2,500.00	-2,500.00
Best Buy	0.00	2,500.00	-2,500.00
Total 4170 · PILOT Program Fees	0.00	89,131.50	-89,131.50
Total Income	26,130.10	125,495.81	-99,365.71
Expense			
Grant Expense	102,454.71	0.00	102,454.71
Waverly Trade Center DOT Grant	461,935.95	10,880.00	451,055.95
Education			
Haskell	0.00	139.00	-139.00
Curtis	0.00	139.00	-139.00
Total Education	0.00	278.00	-278.00
6120 · Bank Service Charges			
Check order			
TSB RBEG	25.00	0.00	25.00
Total Check order	25.00	0.00	25.00
6120 · Bank Service Charges - Other	33.00	30.00	3.00
Total 6120 · Bank Service Charges	58.00	30.00	28.00
Copies	0.00	40.01	-40.01
6160 · Dues and Subscriptions	850.00	75.00	775.00
Employee benefit			
IRA Company Match	311.52	392.32	-80.80
IRA	0.00	0.00	0.00
Total Employee benefit	311.52	392.32	-80.80
6180 · Insurance			
6190 · Disability (First Rehab Life)	243.27	157.04	86.23
Employee Health (SSA)	1,361.61	875.42	486.19
6185 · Property & Liability (Dryden)	10,678.20	9,803.08	875.12
RR Liability (Steadfast)	625.00	19,200.00	-18,575.00
Total 6180 · Insurance	12,908.08	30,035.54	-17,127.46
6200 · Interest Expense	0.00	2,023.43	-2,023.43
6550 · Office Supplies	0.00	346.36	-346.36
6560 · Payroll Expenses			
Payroll Expenses - HSA	450.00	0.00	450.00
6560 · Payroll Expenses - Other	11,790.98	10,574.15	1,216.83
Total 6560 · Payroll Expenses	12,240.98	10,574.15	1,666.83
6250 · Postage and Delivery	27.45	36.37	-8.92
6270 · Professional Fees			
Ag Ec Dev Specialist Position	5,000.00	0.00	5,000.00
Administrative Services			
Tinney, M	600.00	800.00	-200.00
Haskell	2,325.00	2,325.00	0.00
Tinney	8,500.00	4,250.00	4,250.00
Total Administrative Services	11,425.00	7,375.00	4,050.00
6650 · Accounting			
Jan Nolis	955.00	2,138.75	-1,183.75

Tioga County Industrial Development Agency

03/31/20

Profit & Loss

Accrual Basis

January through March 2020

	Jan - Mar 20	Jan - Mar 19	\$ Change
6650 · Accounting - Other	7,000.00	12,500.00	-5,500.00
Total 6650 · Accounting	7,955.00	14,638.75	-6,683.75
6280 · Legal Fees			
Special Project Fees	0.00	18,000.00	-18,000.00
6280 · Legal Fees - Other	4,815.00	12,188.00	-7,373.00
Total 6280 · Legal Fees	4,815.00	30,188.00	-25,373.00
Total 6270 · Professional Fees	29,195.00	52,201.75	-23,006.75
6670 · Program Expense			
Water Tower	0.00	30,547.25	-30,547.25
Total 6670 · Program Expense	0.00	30,547.25	-30,547.25
Property Taxes			
Stanton Hill 9.64A Town Lot	234.97	0.00	234.97
96 · Smith Creek Rd	256.00	181.63	74.37
540 · Stanton Hill	177.83	21.03	156.80
Spring St	0.26	0.25	0.01
Berry Road (47)	149.85	106.32	43.53
Carmichael Road	4.43	3.95	0.48
Smith Creek Road	24.90	17.66	7.24
Glenmary Drive	10.49	11.03	-0.54
Metro Road	8.74	9.19	-0.45
Total Property Taxes	867.47	351.06	516.41
Real Estate Taxes	0.00	2,357.00	-2,357.00
6770 · Supplies	168.58	0.00	168.58
6340 · Telephone	0.00	40.01	-40.01
6350 · Travel & Ent	1,391.52	0.00	1,391.52
Total Expense	622,409.26	140,208.25	482,201.01
Net Ordinary Income	-596,279.16	-14,712.44	-581,566.72
Net Income	-596,279.16	-14,712.44	-581,566.72

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03/31/20

Accrual Basis

Tioga County Industrial Development Agency
Transaction Detail
March 2020

Type	Date	Num	Name	Memo	Amount
Restricted Cash Accounts					
Community- Facade Improvement					
Deposit	03/02/2020			Loan Pmt	152.86
Deposit	03/03/2020			Loan Pmt	625.00
Deposit	03/05/2020			Loan Pmt	540.73
Deposit	03/06/2020			Loan Pmts	1,013.65
Deposit	03/06/2020			Application fee	100.00
Deposit	03/09/2020			Loan Pmt	150.00
Deposit	03/25/2020			Loan Pmt	273.48
Total Community- Facade Improvement					2,855.72
USDA Funds					
TSB- IRP 2016 (Formerly IRP 4)					
Deposit	03/02/2020			Loan pmt	2,404.49
Deposit	03/05/2020			Loan Pmts	2,341.33
Deposit	03/06/2020			Loan Pmts	420.00
Deposit	03/09/2020			Loan Pmt	200.00
Total TSB- IRP 2016 (Formerly IRP 4)					5,365.82
TSB- RBEG					
Deposit	03/05/2020			Loan Pmt	809.96
Check	03/24/2020	X	Waterman's Distillery, LLC	Loan Disbursement	-10,000.00
Check	03/24/2020	X	TSB	Transfer fee	-25.00
Total TSB- RBEG					-9,215.04
Total USDA Funds					-3,849.22
Total Restricted Cash Accounts					-993.50
Unrestricted Cash Accounts					
TSB- checking					
Deposit	03/02/2020			Lease pmt	178.36
Check	03/03/2020	6434	LeeAnn Tinney	Mar 2020 Professional Services	-2,125.00
Check	03/03/2020	6435	Madison Tinney.	Feb 2020 Invoice # 2020-05	-300.00
Check	03/03/2020	6436	Cathy Haskell	Feb 2020 Invoice # 135 Administrative Assistance	-775.00
Check	03/03/2020	6437	Christine E Curtis	Pay Period: 2/16/2020-2/29/2020	-1,311.44
Deposit	03/09/2020			OHRV	14,680.70
Check	03/11/2020	6438	The Research Foundatio...	Invoice 1974074; Invoice No 2 Berry Archaeo Study	-82.38
Check	03/11/2020	6439	Insero&Co	Invoice 99879; 2019 YE Audit	-2,000.00
Check	03/11/2020	6440	Christine Curtis	Mileage Reimbursement	-134.68
Check	03/12/2020	6441	Tioga County	IT Invoice#3137 Verizon Wireless	-40.01
Check	03/13/2020	X	Waverly Trade Center, L...	WTC Grant Disbursement	-461,935.95
Check	03/16/2020	6442	Fagan Engineers and La...	Invoice # 31279 V&S Water/Sewer Extension	-23,925.21
Check	03/16/2020	6443	Christine E Curtis	Pay Period: 3/1/20-3/14/20	-1,311.43
Check	03/16/2020	6444	Franklin Templeton	March 2020 Simple IRA - C. Curtis	-207.68
Check	03/16/2020	6445	Thomas, Collison & Mea...	Services Feb 2020	-2,340.00
Deposit	03/18/2020			2020 PILOT Spencer Tioga Solar	89,600.00
Deposit	03/25/2020			Lease pmts	461.93
Check	03/30/2020	6446	Christine Curtis	March 2020 HSA	-150.00
Check	03/30/2020	6447	LeeAnn Tinney	April 2020 Professional Services	-2,125.00
Check	03/30/2020	6448	Economic Development ...	1st QTR 2020 Ag Specialist Contribution	-5,000.00
Check	03/30/2020	6449	Smith Brothers Insurance	Inv#56718 Crime Policy SU4105282 Acc#TIOGCO1-CL	-625.00
Check	03/30/2020	6450	Jan Nolis, CPA	Prof Svcs	-150.00
Check	03/30/2020	6451	Excellus Health Plan	Apr 2020 Invoice 24422223	-461.95
Deposit	03/31/2020			Interest	91.30
Check	03/31/2020	X	EFTPS	Mar 2020 Federal Tax Deposit	-781.98
Check	03/31/2020	X	NYS Division of the Trea...	Mar 2020 State Tax Deposit	-135.72
Check	03/31/2020	6453	Cathy Haskell	Mar 2020 Invoice # 136 Administrative Assistance	-775.00
Total TSB- checking					-401,681.14
Total Unrestricted Cash Accounts					-401,681.14
TOTAL					-402,674.64

A regular meeting of the Tioga County Industrial Development Agency (the "Agency") was convened in public session at the Ronald E. Dougherty County Office Building, 56 Main Street in the Town of Owego, Tioga County, New York on Wednesday, April 1, 2020, at 4:30 o'clock p.m., local time.

The meeting was called to order by the Chairman and, upon roll being called, the following members of the Agency were:

PRESENT:	Jenny Ceccherelli	Chairman
	Kevin Gillette	Vice Chairman
	Martha Sauerbrey	Secretary
	Aaron Gowan	Treasurer
	Tracy Monell	Member
	Eric Knolles	Member
	Jonathan Ward	Member

ABSENT:

THE FOLLOWING PERSONS WERE ALSO PRESENT:

Christine Curtis	Executive Administrator
Lee Ann Tinney	Economic Development & Planning
Joseph B. Meagher, Esq.	Agency Counsel

The following resolution was offered by _____, seconded by _____, to wit:

RESOLUTION AUTHORIZING THE AGENCY TO ACT AS THE GRANT APPLICANT AND ADMINISTRATOR FOR THE USDA RURAL BUSINESS DEVELOPMENT GRANT FOR THE AG VALUE CHAIN STUDY IN TIOGA COUNTY IN THE AMOUNT OF \$69,945 WITH NO MATCH REQUIREMENT AND AUTHORIZING THE CHAIRMAN JEN CECCHERELLI AND/OR SECRETARY MARTHA SAUERBREY TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS WITH RESPECT THERETO.

This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

Jenny Ceccherelli	voting
Kevin Gillette	voting
Martha Sauerbrey	voting
Aaron Gowan	voting
Tracy Monell	voting
Eric Knolles	voting
Jonathan Ward	voting

The foregoing Resolution was thereon declared duly adopted.

STATE OF NEW YORK:

: ss.:

COUNTY OF TIOGA :

I, the undersigned Secretary of the Tioga County Industrial Development Agency (the "Agency"), do hereby certify that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on January 8, 2020 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such Resolution set forth therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was duly given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 2nd day of April, 2020.

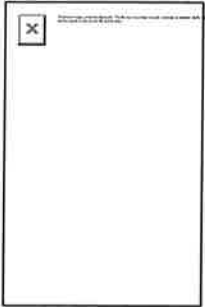
Martha Sauerbrey
Secretary

(SEAL)

-

Curtis, Christine

From: Crystal Cross <northerntiogachamber@gmail.com>
Sent: Thursday, March 5, 2020 11:38 AM
To: Tinney, LeeAnn
Cc: Curtis, Christine
Subject: [EXTERNAL] Duck race at NV Summerfest



Northern Tioga Chamber of Commerce

LeeAnn Tinney, Director
Development Agency

Industrial

Dear LeeAnn,

This is a follow up to our discussion today regarding use of the railroad tracks for our Summerfest Duck Race on July 25, 2020. We are hoping to be able to “construct” a temporary water raceway between Maple Ave. and Depot Street in Newark Valley. (Length to be determined- probably no more than 100 feet.) We are asking for permission to set up our track one evening prior to the event for a test run (date to be determined.) We will also need to set it up again in late afternoon on Friday, July 24, for the day of the event.

We plan to construct the track with a long sheet of plastic using haybales to hold down the edges. We will also use wood, cinder blocks and rocks as obstacles for the ducks. Nothing will be nailed down or attached to the tracks or ties. It will be a quick assembly and quick clean-up process.

Water source will be provided by the Newark Valley Fire Department. water will be gravity fed from the truck so there will be no pressure or full stream to disrupt the gravel, dirt, etc. inside the track bed. The idea is to keep the water inside the tracks, so the ducks won't fly out.

In the past, this event has taken place in Owego Creek. Unfortunately, safety has been an issue with people slipping on rocks, branches, snakes, etc., --not to mention Mother Nature hasn't always cooperated (with floods or droughts.) The Chamber's insurance will cover any liability for all aspects of this activity.

The Duck Race is one of the Chamber's biggest fund raisers and we would appreciate anything you can do to help this get approved. If you need more specific information, please contact Bill Swagler, 607-222-8554. (Text or call) Bill realizes that we will have to work with Steve May.

Thank you for your consideration.

Bill Swagler
BOD, Northern Tioga Chamber