



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

Tioga County Industrial Development Agency
May 6, 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. [April 1, 2020 Regular Meeting Minutes](#)
- B. [April 22, 2020 Loan Committee Minutes](#)
- C. [April 28, 2020 Loan Committee 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. Monkey Run FEMA Grant
 1. [Site Inspection Report](#)
- C. Lounsberry/Town of Nichols Zone Change Approved

New Business: C. Curtis

- A. Upstate Shredding Grant Disbursement - \$232,500
- B. [Resolution](#) – Nichols Cross Dock

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. COVID-19 bank account established



4. Loan Committee: S. Thomas, A. Gowan, R. Kelsey, K. Dougherty, D. Barton, J. Ward, J. Ceccherelli
 - a. County COVID-19 Emergency Relief Loan Program
 1. B&B Automotive Restoration, Inc. – application not approved
 2. Rock Oak Lumber - \$25,000 loan approved; closed 4/28/20
 3. Reilly Brothers Seafood - \$25,000 loan approved; closed 4/28/20
 4. Belva LLC - \$15,000 loan approved; closed 4/28/20
 5. Hygge Home - \$10,000 loan approved; closed 4/30/20

PILOT Updates: C. Curtis

- A. Sales Tax Exemptions Update: C. Curtis
 1. V&S New York Galvanizing - \$624,380.93/ Authorized \$771,000
 2. Best Buy - \$423,920.98/ Authorized \$1,028,429
 3. Spencer-Tioga Solar
 - a. [Amended Final Report](#)
 - b. [Request Letter](#)
 - c. [Resolution Extending & Increasing Sales Tax Exemption](#)
- B. PILOT Employment Report

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

Next Meeting: Wednesday June 3, 2020

Adjournment

Tioga County Industrial Development Agency

April 1, 2020 • 4:30 p.m. • Ronald E. Dougherty County Office Building

56 Main Street, Owego, NY 13827

DRAFT

Regular Meeting Minutes via Zoom Phone Conference

- I. **Call to Order and Introductions** – Chairwoman J. Ceccherelli called the meeting to order at 4:35 p.m.
- II. **Attendance** –
IDA Board Members:
A. Roll Call: J. Ceccherelli, K. Gillette, M. Sauerbrey, T. Monell, J. Ward, E. Knolles
B. Absent: A. Gowan
C. Excused: None
D. Guests: C. Curtis, L. Tinney, J. Meagher C. Haskell, M. Freeze
- III. **Privilege of the Floor – None**
- IV. **Approval of Minutes**
A. March 4, 2020 Regular Board Meeting Minutes
Motion to approve March 4, 2020 Regular Board meeting minutes, as written.
(T. Monell, E. Knolles)
- | | |
|---------|-------------|
| Aye – 6 | Abstain – 0 |
| No – 0 | Carried |
- B. March 25, 2020 Special Board Meeting Minutes (Zoom phone conference) -
Motion to approve March 25, 2020 Special Board meeting minutes via Zoom phone conference, as written. (T. Monell, E. Knolles)
- | | |
|---------|-------------|
| Aye – 6 | Abstain – 0 |
| No – 0 | Carried |
- V. **Financials** – The following financial reports were reviewed.
A. Balance Sheet
B. Profit & Loss
C. Transaction Detail
Motion to acknowledge financials, as presented. (M. Sauerbrey, E. Knolles)
- | | |
|---------|-------------|
| Aye – 6 | Abstain – 0 |
| No – 0 | Carried |

C. Curtis requested authorization of a temporary transfer of the Spencer-Tioga Solar funds of \$89,600 to the Owego Garden PILOT no-interest bearing account until October 2020 when funds would be disbursed. J. Ceccherelli authorized the temporary transfer of the Spencer-Tioga Solar funds into the Owego Gardens PILOT account, as requested.

VI. ED&P Update: L. Tinney

A. COVID-19 Related Activities:

1. Created comprehensive database for over 730 businesses.
2. Created and launched baseline survey request to 603 businesses.
3. Compiling data on 119 completed surveys returned to date.
4. Worked with IDA on loan payment deferments for existing IDA loan recipients.
5. Working to establish a COVID-19 Emergency Relief Fund for small businesses.
6. Working with ITCS to create a COVID-19 web landing page specific to business assistance.
7. Working with Foundation Coalition to establish unified approach for not-for-profit assistance.
8. Gathering lender information on offered relief programs.
9. Worked with IDA to issue \$10,000 loan to Waterman’s Distillery for the production of hand sanitizer.

B. Other Activities:

1. Submitted three USDA grant requests on behalf of the IDA for \$385,342:
 - a. Ag Value Chain Study - \$69,945
 - b. Broadband Study - \$65,397
 - c. NY Main Street - \$250,000
2. Census 2020 Outreach is ongoing. To date, Tioga County has a 39.8% self-response rate, which is the fourth highest in the State.
3. Land Bank is working toward closing on the sale of six properties.
4. Continuing to work with the DRI project owners to gather required information.
5. One 239 Review in the Town of Nichols for zoning change request, which the Planning Board recommended approval.
6. Continuing to work on the Southern Tier Network Broadband Study.

L. Tinney reported removal of trees on Soil & Water property was allowed for the water and sewer extension at the V&S site. Initially, L. Tinney hoped the expense of purchasing and re-planting the trees would fall under the \$300,000 grant, however, grant funds were exceeded. L. Tinney made calls to V&S to request consideration of re-planting the trees, but received no response. L. Tinney reported she obtained a materials estimate, but not a labor estimate. L. Tinney requested IDA Board consideration to approve a not to exceed amount of \$4,000 to cover the materials and labor costs of re-planting the trees using funds in the Industrial Park account that currently has a balance of \$11,995.37.

Motion to authorize a cost not to exceed \$4,000 for the materials and labor of re-planting the trees that were disrupted on Soil & Water’s property during the water and sewer extension project at the V&S site. (K. Gillette, E. Knolles)

Aye – 6 Abstain – 0
No – 0 Carried

VII. Project Updates: C. Curtis

- A. Owego Gardens II – C. Curtis reported final documentation was submitted to SUEZ Water and bid documents are in progress. This type of construction is deemed essential.
- B. Agriculture Value Chain Study – C. Curtis requested IDA Board authorization on a revised resolution, as the initial amount approved of \$26,000 was not comprehensive enough. C. Curtis

requested a revised resolution for \$69,945.

Motion to authorize a revised resolution for the Tioga County IDA to act as the grant applicant and administrator for the USDA Rural Business Development Grant (RBDG) for the Ag Value Chain Study for \$69,945 with no local match requirement. (M. Sauerbrey, T. Monell)

Aye – 6 Abstain – 0
No – 0 Carried

VIII. New Business: C. Curtis

A. Northern Tioga Chamber Request – C. Curtis reported she received a request from the Northern Tioga Chamber of Commerce to conduct their annual duck race on the railroad tracks. C. Curtis spoke to Tom Clark and Steve May and there were no issues expressed. J. Meagher reported he revised the resolution to state approval would be contingent upon OHRY approval.

Motion to authorize the use of the railroad tracks as specified by the Northern Tioga Chamber of Commerce, upon consent of the OHRY, for their Summerfest Duck Race with all liability insurance coverage to be provided by the Chamber of Commerce. (K. Gillette, T. Monell)

Aye – 6 Abstain – 0
No – 0 Carried

B. RBEG Equipment Loan Program – C. Curtis reported this program is temporarily on hold, however, noted that when the timing is more appropriate the IDA would like to proceed with this loan program.

C. Waverly Trade Center Grant Disbursement – C. Curtis reported the pass through funds occurred last month. There is a remaining \$450.00 to be requested in Phase I disbursement.

D. ABO PARIS Report – C. Curtis reported submission of the PARIS Report to the Authorities Budget Office (ABO) completed on 3/31/2020.

E. ABO Revising IDA Guidelines for Allowance of COVID-19 Granting/Lending – C. Curtis reported this is for informational purposes, as she is still waiting to receive the revised guidelines.

IX. 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 for Tier 1 – C. Curtis reported a loan modification agreement has been implemented.

b. TCIDA Loan Outreach for Tier 2 – C. Curtis reported a letter of outreach has been sent regarding IDA loan assistance or relief due to COVID-19. To date, one business has requested and received a three-month loan suspension.

c. Waterman Distillery Loan – C. Curtis reported an IDA loan was granted for \$10,000 at 0% interest with a six-month deferment for first payment (October 2020).

d. County COVID-19 Emergency Relief Loan Program – C. Curtis reported the IDA and ED&P worked on a Scope of Work using HUD revolved funds of \$475,000, contingent upon HUD's approval. The loans would be unsecured up to \$25,000 with a six-month deferment for first payment. C. Curtis reported the IDA Loan Committee would review

the loan application with recommendation to the ED&P Legislative Committee for final approval. C. Curtis reported the IDA would administer the loan program on behalf of Tioga County.

Motion to authorize the IDA to act as the administrator on behalf of Tioga County for the COVID-19 Emergency Relief Loan Program, contingent upon HUD approval for use of the funds. (M. Sauerbrey, J. Ward).

Aye – 6 **Abstain – 0**
No – 0 **Carried**

L. Tinney reported, in the event HUD denies the request for use of the funds in this manner, she is hopeful to proceed with exploring other possibilities to bring this program forward. L. Tinney reported the ABO would need to grant the IDA authority to grant loan funds. L. Tinney asked the Board to consider the possibility of using either the ICS, IRP, or RBEG funds to bring this program to fruition to assist Tioga County's small businesses affected by the COVID-19 outbreak.

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 \$621,890.71 of their allowable \$771,000 sales tax exemption.
2. 2. Best Buy – C. Curtis reported Best Buy is submitting monthly sales tax reports and, to date, the company has used \$24,694.48 of their allowable \$1,028,429.

XI. Executive Session – An Executive Session was not conducted.

XII. Adjournment – K. Gillette motioned to adjourn the meeting at 5:00 p.m.

XIII. Next Meeting: Wednesday, May 6, 2020 at 4:30 p.m. Legislative Conference Room.

Respectfully submitted,

Cathy Haskell

IDA Executive Assistant



Tioga County IDA
Loan Committee Phone Conference Meeting
April 22, 2020 – 3 pm
Minutes

Members: S. Thomas, R. Kelsey, K. Dougherty, D. Barton, A. Gowan, J. Ward, J. Ceccherelli
Present: S. Thomas, R. Kelsey, K. Dougherty, D. Barton (joined at 3:20), A. Gowan, J. Ward
Guests: C. Curtis, L. Tinney

C. Curtis called the meeting to order at 3:04

New Business

A. Tioga County COVID-19 Emergency Relief Loan Program

1. Voting Procedure – Votes will be obtained via bi-weekly phone conference.
2. Documentation Requirements – Tax return or P&L in absence of 2019 Tax return, Balance Sheet, Personal History Statement, Use of Funds Description
3. Security – C. Curtis will send encrypted emails to protect personal identifiable information.
4. Closing – C. Curtis will administer loan closings. Promissory notes and personal guarantees will be obtained.
5. Loan Committee Recommendations
 - a. B&B Automotive Services & Restorations, Inc. – Recommend denial due to debt and filed losses on tax return.
Aye – 6 Abstain – 0
No – 0 Carried.
 - b. Rock Oak Lumber – Recommend approval.
Aye – 5 Abstain – 0
No – 1 Carried.
 - c. Belva, LLC (Belva Lockwood Inn) – Recommend approval.
Aye – 5 Abstain – 1
No – 0 Carried.
 - d. Reilly Brothers Seafood – Recommend approval.
Aye – 6 Abstain – 0
No – 0 Carried.

Adjourned: Meeting adjourned at 3:51



Tioga County IDA
Loan Committee Phone Conference Meeting
April 28, 2020 – 9 am
Minutes

Members: S. Thomas, R. Kelsey, K. Dougherty, D. Barton, A. Gowan, J. Ward, J. Ceccherelli
Present: R. Kelsey, K. Dougherty, D. Barton, A. Gowan, J. Ward, J. Ceccherelli
Guests: C. Curtis, L. Tinney

C. Curtis called the meeting to order at 9:06

New Business

A. Tioga County COVID-19 Emergency Relief Loan Program

1. Documentation Requirements – 2019 tax return OR most recent tax return and P&L in absence of 2019 tax return, Balance Sheet, Personal History Statement, Use of Funds Description
2. Loan Committee Chair – S. Thomas temporarily resigned as Chair for duration of COVID-19 Emergency Relief Loan Program. R. Kelsey nominated as temporary Chair.
3. Encrypted Emails – The number of documents attached will be stated in the email.
4. Loan Committee Recommendations
 - a. Hygge Home, LLC – Recommend modified approval in amount of \$10,000; requested \$20,000 exceeds actual operating expenses.
Aye – 6 Abstain – 0
No – 0 Carried.

Adjourned: Meeting adjourned at 9:23 am

Tioga County Industrial Development Agency

05/04/20

Balance Sheet

Accrual Basis

As of April 30, 2020

	Apr 30, 20	Apr 30, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Restricted Cash Accounts			
COVID-19	400,000.00	0.00	400,000.00
Community- Facade Improvement	120,011.91	77,722.16	42,289.75
CCTC- Industrial Park	11,990.37	11,995.37	-5.00
USDA Funds			
CCTC- Loan Loss Reserve	40,450.06	40,431.44	18.62
TSB- IRP 2016 (Formerly IRP 4)	127,690.51	230,163.33	-102,472.82
TSB- RBEG	123,658.49	205,579.45	-81,920.96
TSB- marketing	1,477.99	1,477.59	0.40
Total USDA Funds	293,277.05	477,651.81	-184,374.76
Total Restricted Cash Accounts	825,279.33	567,369.34	257,909.99
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	112,712.35	22,661.35	90,051.00
TSB-Crown Cork and Seal	300,105.67	300,105.67	0.00
Community- BestBuy PILOT Acct.	570,300.69	570,198.86	101.83
Total Temporarily Restricted Cash Acc	983,118.71	892,965.88	90,152.83
Unrestricted Cash Accounts			
TSB ICS	1,860,215.43	2,138,065.11	-277,849.68
TSB- checking	30,176.56	289,381.41	-259,204.85
TSB- general fund	125,644.44	125,551.95	92.49
Total Unrestricted Cash Accounts	2,016,036.43	2,552,998.47	-536,962.04
Total Checking/Savings	4,683,997.41	4,863,092.69	-179,095.28
Other Current Assets			
COVID-19 ERLP			
C-4-A	10,000.00	0.00	10,000.00
C-3-A	25,000.00	0.00	25,000.00
C-2-A	15,000.00	0.00	15,000.00
C-1-A	25,000.00	0.00	25,000.00
Total COVID-19 ERLP	75,000.00	0.00	75,000.00
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	31,875.00	39,375.00	-7,500.00
Loan Rec - 2018-03-C	15,625.00	19,062.50	-3,437.50
Loan Rec - 2018-02-C	403.50	2,226.75	-1,823.25
Loan Rec - 2018-01-C	5,670.02	7,470.02	-1,800.00
Loan Rec - 2017-03-C	6,070.00	9,070.00	-3,000.00
Loan Rec - 2017-02-C	22,710.88	28,658.91	-5,948.03
Loan Rec - 2016-03-C	8,204.04	11,212.32	-3,008.28
Loan Rec - 2016-02-C	18,750.20	25,694.60	-6,944.40
Loan Rec - 2016-01-C	3,515.92	5,350.24	-1,834.32
Loan Rec - 2015-06-C	8,048.86	12,073.32	-4,024.46
Loan Rec - 2014-01-C	677.96	2,712.44	-2,034.48
Loan Rec - 2015-05-C	6,290.67	9,283.77	-2,993.10
Total Commercial Facade Loan Program	127,842.05	172,189.87	-44,347.82
RBEG			
RBEG Loan Rec 2020-01	10,000.00	0.00	10,000.00
Loan Rec - RBEG 2019 -06	74,482.99	0.00	74,482.99
Total RBEG	84,482.99	0.00	84,482.99
IRP 4			
Loan Rec 2019-07-A	40,000.00	0.00	40,000.00
Loan Rec - 2019 - 06A	93,106.06	0.00	93,106.06
Loan Rec 2018-02-A	7,654.00	9,023.74	-1,369.74
Loan Rec 2018-01-A	64,676.51	67,932.42	-3,255.91
Loan Rec 2017-05-A	10,330.52	14,656.75	-4,326.23
Loan Rec 2017-04-A	34,421.50	36,324.52	-1,903.02
Loan Rec 2017-03-A	14,836.66	16,549.11	-1,712.45
Loan Rec 2017-02-A	53,287.90	69,697.83	-16,409.93

Tioga County Industrial Development Agency

05/04/20

Balance Sheet

Accrual Basis

As of April 30, 2020

	Apr 30, 20	Apr 30, 19	\$ Change
Loan Rec 2017-01-A	18,196.59	20,392.05	-2,195.46
Loan Rec 2016-01-A	10,304.51	18,620.54	-8,316.03
Loan Rec 2015-03-A	0.00	4,917.73	-4,917.73
Loan Rec 2009-02-A	50,651.58	51,251.58	-600.00
Total IRP 4	397,465.83	309,366.27	88,099.56
IRP 3			
Loan Rec 2007-08-A	18,942.90	25,662.73	-6,719.83
Total IRP 3	18,942.90	25,662.73	-6,719.83
IRP 2			
Loan Rec 2011-03-A	21,851.07	32,557.71	-10,706.64
Total IRP 2	21,851.07	32,557.71	-10,706.64
Total Other Current Assets	1,111,932.96	1,296,324.27	-184,391.31
Total Current Assets	5,795,930.37	6,159,416.96	-363,486.59
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	2,202.31	0.00	2,202.31
Hess	259,561.43	259,561.43	0.00
Land-Louns - Other	139,612.53	139,612.53	0.00
Total Land-Louns	430,369.30	428,166.99	2,202.31
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	2,253,334.50	2,255,418.86	-2,084.36
TOTAL ASSETS	8,049,264.87	8,414,835.82	-365,570.95
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Accrued Expenses	453.05	462,389.00	-461,935.95
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
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	1,169,114.03	-184,836.03
Total Other Current Liabilities	984,731.05	1,633,149.85	-648,418.80
Total Current Liabilities	984,731.05	1,633,149.85	-648,418.80
Long Term Liabilities			
Tioga County COVID-19 ERLP	475,000.00	0.00	475,000.00
Loan Pay- IRP 4	222,620.13	232,632.80	-10,012.67
Loan Pay- IRP 3	181,608.37	192,027.10	-10,418.73
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

Tioga County Industrial Development Agency

Balance Sheet

As of April 30, 2020

	Apr 30, 20	Apr 30, 19	\$ Change
Total Long Term Liabilities	1,064,204.79	628,198.94	436,005.85
Total Liabilities	2,048,935.84	2,261,348.79	-212,412.95
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	-162,580.66	-23,187.31	-139,393.35
Total Equity	6,000,329.03	6,153,487.03	-153,158.00
TOTAL LIABILITIES & EQUITY	8,049,264.87	8,414,835.82	-365,570.95

Tioga County Industrial Development Agency

Profit & Loss

05/04/20

January through April 2020

Accrual Basis

	Jan - Apr 20	Jan - Apr 19	\$ Change
Ordinary Income/Expense			
Income			
Loan Interest Income			
IRP 4 - 2019 - 06A	1,264.67	0.00	1,264.67
RBEG 2019 -06	1,009.86	0.00	1,009.86
IRP 2			
2011-03-A	297.92	582.01	-284.09
Total IRP 2	297.92	582.01	-284.09
IRP 3			
2007-08-A	207.10	565.31	-358.21
Total IRP 3	207.10	565.31	-358.21
IRP 4			
2018-02-A	52.30	124.38	-72.08
2018-01-A	515.61	543.50	-27.89
2017-04-A	260.14	412.44	-152.30
2017-03-A	94.69	141.11	-46.42
2017-05-A	70.28	131.22	-60.94
2017-01-A	116.25	174.02	-57.77
2017-02-A	472.82	460.85	11.97
2016-01-A	201.16	338.33	-137.17
2015-03-A	0.00	59.41	-59.41
2010-02-A	0.00	148.01	-148.01
Total IRP 4	1,783.25	2,533.27	-750.02
Loan Interest Income - Other	0.00	270.04	-270.04
Total Loan Interest Income	4,562.80	3,950.63	612.17
Loan Program Fee			
COVID-19 ERLP	250.00	0.00	250.00
Facade	100.00	0.00	100.00
IRP 4	0.00	1,800.00	-1,800.00
Total Loan Program Fee	350.00	1,800.00	-1,450.00
Loan Late Fee			
2016-02-C	41.66	0.00	41.66
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	5.00	0.00
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	106.33	15.00	91.33
Loan Administrative Fee	695.89	0.00	695.89
4110 - Grants			
Waverly Trade Center DOT Grant	0.00	10,880.00	-10,880.00
4110 - Grants - Other	232,500.00	0.00	232,500.00
Total 4110 - Grants	232,500.00	10,880.00	221,620.00
Interest Income-			
Interest Income- TSB ICS	4,348.37	7,017.38	-2,669.01
Community- Facade Improvement	12.71	11.41	1.30
CCTC Loan Loss Reserve Account	5.04	6.65	-1.61
Community- Lounsberry	30.15	35.62	-5.47
TSB- checking	120.99	188.01	-67.02
TSB-general fund	25.06	33.02	-7.96
TSB- IRP 4	12.58	22.75	-10.17
TSB- RBEG	9.79	20.51	-10.72
TSB- marketing	0.11	0.15	-0.04

Tioga County Industrial Development Agency

05/04/20

Profit & Loss

Accrual Basis

January through April 2020

	Jan - Apr 20	Jan - Apr 19	\$ Change
Total Interest Income-	4,564.80	7,335.50	-2,770.70
Leases/Licenses	6,378.92	4,955.88	1,423.04
OHRy freight	25,910.40	21,253.20	4,657.20
Total OHRy	25,910.40	21,253.20	4,657.20
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	275,069.14	139,321.71	135,747.43
Expense			
Grant Expense	334,954.71	0.00	334,954.71
Waverly Trade Center DOT Grant	0.00	10,880.00	-10,880.00
Education			
Haskell	0.00	139.00	-139.00
Curtis	0.00	139.00	-139.00
Total Education	0.00	278.00	-278.00
Loan Program Expense			
COVID-19 ERLP	137.30	0.00	137.30
Loan Program Expense - Other	60.00	60.00	0.00
Total Loan Program Expense	197.30	60.00	137.30
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	41.00	30.00	11.00
Total 6120 - Bank Service Charges	66.00	30.00	36.00
Copies	0.00	314.13	-314.13
6160 - Dues and Subscriptions	1,060.00	75.00	985.00
Employee benefit			
IRA Company Match	467.28	490.40	-23.12
IRA	0.00	0.00	0.00
Total Employee benefit	467.28	490.40	-23.12
6180 - Insurance			
Travel/Accident (Hartford)	750.00	750.00	0.00
D & O (Philadelphia Ins. Co)	4,203.00	3,292.00	911.00
6190 - Disability (First Rehab Life)	243.27	157.04	86.23
Employee Health (SSA)	1,823.56	1,313.13	510.43
6185 - Property & Liability (Dryden)	10,678.20	9,803.08	875.12
RR Liability (Steadfast)	25,529.80	19,923.84	5,605.96
Total 6180 - Insurance	43,227.83	35,239.09	7,988.74
6200 - Interest Expense	1,920.27	2,023.43	-103.16
6550 - Office Supplies	0.00	346.36	-346.36
6560 - Payroll Expenses			
Payroll Expenses - HSA	600.00	0.00	600.00
6560 - Payroll Expenses - Other	17,257.58	14,011.53	3,246.05
Total 6560 - Payroll Expenses	17,857.58	14,011.53	3,846.05

Tioga County Industrial Development Agency

05/04/20

Profit & Loss

Accrual Basis

January through April 2020

	Jan - Apr 20	Jan - Apr 19	\$ Change
6250 · Postage and Delivery	27.45	36.37	-8.92
6270 · Professional Fees			
Ag Ec Dev Specialist Position	5,000.00	4,131.00	869.00
Administrative Services			
Tinney, M	900.00	1,100.00	-200.00
Haskell	3,100.00	2,325.00	775.00
Tinney	10,625.00	6,375.00	4,250.00
Total Administrative Services	14,625.00	9,800.00	4,825.00
6650 · Accounting			
Jan Nolis	1,135.00	2,138.75	-1,003.75
6650 · Accounting - Other	7,000.00	12,500.00	-5,500.00
Total 6650 · Accounting	8,135.00	14,638.75	-6,503.75
6280 · Legal Fees			
Special Project Fees	0.00	18,000.00	-18,000.00
6280 · Legal Fees - Other	7,601.45	12,188.00	-4,586.55
Total 6280 · Legal Fees	7,601.45	30,188.00	-22,586.55
6270 · Professional Fees - Other	0.00	6,671.64	-6,671.64
Total 6270 · Professional Fees	35,361.45	65,429.39	-30,067.94
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	250.94	0.00	250.94
6340 · Telephone	0.00	40.01	-40.01
6350 · Travel & Ent	1,391.52	0.00	1,391.52
Total Expense	437,649.80	162,509.02	275,140.78
Net Ordinary Income	-162,580.66	-23,187.31	-139,393.35
Net Income	-162,580.66	-23,187.31	-139,393.35

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05/04/20

Accrual Basis

Tioga County Industrial Development Agency

Transaction Detail

April 2020

Type	Date	Num	Name	Memo	Amount
Restricted Cash Accounts					
COVID-19					
Transfer	04/15/2020			COVID-19 Loan Program Expense - checks & deposit slips	200.00
Deposit	04/20/2020			TC USDA HUD \$	475,000.00
Check	04/22/2020	X	TSB	COVID-19 checks & deposit slips	-137.30
Transfer	04/23/2020			rfnd balance after checks & deposit slips COVID-19 loan program e...	-62.70
Check	04/28/2020	1001	George Oakes	COVID-19 Emergency Relief Loan	-25,000.00
Check	04/28/2020	1002	Belva LLC	COVID-19 Emergency Relief Loan	-15,000.00
Check	04/28/2020	1003	Reilly Brothers Seafood Inc	COVID-19 Emergency Relief Loan	-25,000.00
Check	04/30/2020	1004	Hygge Home LLC	COVID-19 Emergency Relief Loan	-10,000.00
Total COVID-19					400,000.00
Community- Facade Improvement					
Deposit	04/01/2020			Loan Pmt	250.00
Deposit	04/02/2020			Loan pmt	152.86
Deposit	04/03/2020			Loan Pmt	625.00
Deposit	04/06/2020			Loan Pmt	169.54
Deposit	04/13/2020			Loan Pmt	715.27
Deposit	04/23/2020			Loan Pmt	152.86
Total Community- Facade Improvement					2,065.53
USDA Funds					
TSB- IRP 2016 (Formerly IRP 4)					
Deposit	04/06/2020			Loan pmts	2,251.95
Deposit	04/09/2020			Loan pmt	1,012.45
Deposit	04/17/2020			Loan Pmt	200.00
Check	04/30/2020	1079	Citizens and Northern Bank	Elston Enterprises, LLC Loan - Main St Barber Shop	-40,000.00
Total TSB- IRP 2016 (Formerly IRP 4)					-36,535.60
TSB- RBEG					
Deposit	04/09/2020			Loan Pmt	809.96
Total TSB- RBEG					809.96
Total USDA Funds					-35,725.64
Total Restricted Cash Accounts					366,339.89
Unrestricted Cash Accounts					
TSB- checking					
Check	04/01/2020	6452	Christine E Curtis	Pay Period: 3/15/20-3/28/20	-1,311.44
Deposit	04/06/2020			Park Outdoor Lease Pmt	3,000.00
Transfer	04/06/2020			Spencer-Tioga Solar PILOT xfer to 0% interest acc	-89,600.00
Check	04/06/2020	X	TSB	Transfer Fee	-3.00
Check	04/07/2020	6454	Smith Brothers Insurance	Inv#57098 Railroad Liability RL00FR020	-24,904.80
Check	04/07/2020	6455	Tioga County	IT Invoice#3158 Copies	-4.70
Check	04/07/2020	6456	Thomas, Collison & Meagher	Services Mar 2020	-2,786.45
Check	04/07/2020	6457	Madison Tinney.	Mar 2020 Invoice # 2020-08	-300.00
Deposit	04/10/2020			OHRY	11,229.70
Check	04/15/2020	6458	Christine E Curtis	Pay Period: 3/29/20-4/11/20	-1,311.45
Check	04/15/2020	6459	Tioga County	IT Invoice#3178 Verizon	-40.01
Check	04/15/2020	6460	The Research Foundation for SUNY	Invoice 1981547; Invoice No 3 Berry Archaeo Study	-41.63
Check	04/15/2020	6461	Philadelphia Insurance Company	D&O Policy # PHSD1532559	-4,203.00
Transfer	04/15/2020			COVID-19 Loan Program Expense - checks & deposit slips	-200.00
Check	04/21/2020	6462	The Hartford Insurance Company	2020-21 Travel/Accident 14032241	-750.00
Check	04/21/2020	6463	Excellus Health Plan	May 2020 Inv 24709845	-461.95
Check	04/21/2020	6464	Tioga County Treasurer	1st QTR 2020 postage DSS	-37.65
Check	04/21/2020	6465	Tioga County Chamber of Commerce	Membership Dues Inv 113645	-210.00
Check	04/21/2020	6466	Factual Data	Inv 1372678 Compliance Fee	-60.00
Deposit	04/21/2020			App Fees COVID-19	150.00
Transfer	04/23/2020			rfnd balance after checks & deposit slips COVID-19 loan program e...	62.70
Deposit	04/23/2020			COVID App Fee	50.00
Deposit	04/24/2020			Weitsman Shredding Grant	232,500.00
Check	04/27/2020	X	Upstate Shredding	ESD Grant Disbursement	-232,500.00
Check	04/29/2020	6467	Christine E Curtis	Pay Period: 4/12/20-4/25/2020	-1,311.43
Check	04/29/2020	6468	Franklin Templeton	April 2020 Simple IRA - C. Curtis	-311.52
Check	04/29/2020	6469	Christine Curtis	April 2020 HSA	-150.00
Deposit	04/29/2020			COVID App Fee	50.00
Check	04/30/2020	X	EFTPS	Apr 2020 Federal Tax Deposit	-1,172.94
Check	04/30/2020	X	NYS Division of the Treasury	Apr 2020 State Tax Deposit	-203.58
Check	04/30/2020	6470	LeeAnn Tinney	May 2020 Professional Services	-2,125.00
Check	04/30/2020	6471	Cathy Haskell	Apr 2020 Invoice # 137 Administrative Assistance	-775.00
Check	04/30/2020	6472	Jan Nolis, CPA	Prof Svcs	-180.00
Total TSB- checking					-117,913.15
Total Unrestricted Cash Accounts					-117,913.15
TOTAL					248,426.74

May 6, 2020 Economic Development & Planning Report

COVID-19 Related activities

- Compiling data on returned surveys (255+ to date)
- Established COVID-19 Emergency Relief Fund for small businesses

	<u>Fund Summary</u>	<u>Funds Disbursed</u>
Opening Balance	\$475,000	
Rock Oak Lumber	\$25,000	4/28
Belva Lockwood Inn	\$15,000	4/28
Reilly Brothers Seafood	\$25,000	4/28
Hygge Home	\$10,000	4/30
Closing Balance	\$400,000	

Inquiries	16
Recommended approvals	4
Recommended denial	1
In Process	10
Does not qualify	1

- Launched COVID-19 web landing page specific to business assistance
- Created Tioga County Economic Recovery Advisory Council
 - First meeting held 4/29
 - Creating sub groups specific to industry or sector
- Established Foundation Coalition fund to assist NFP's with grants
- Participated in SBDC Lunch & Learn Seminar
- Participating in weekly Tioga County press conferences
- Participate in bi-weekly Economic Development Organization (EDO) meetings
- Per State- local grants on hold
- Re-Opening Planning
 - Manufacturing/Construction first sectors to re-open
 - Template for businesses to use for establishing re-open plan/protocols

Other activities

- Received additional funding for Land Bank
- Census 2020 outreach on going- 56.7% self-response rate (4/28)- 5th highest in State
- Land Bank- working toward closing on sale of 6 properties
- Ag 8 year district review- ongoing
- DRI- continuing to work with Project Owners to complete gathering required information
- 239 Review (2)

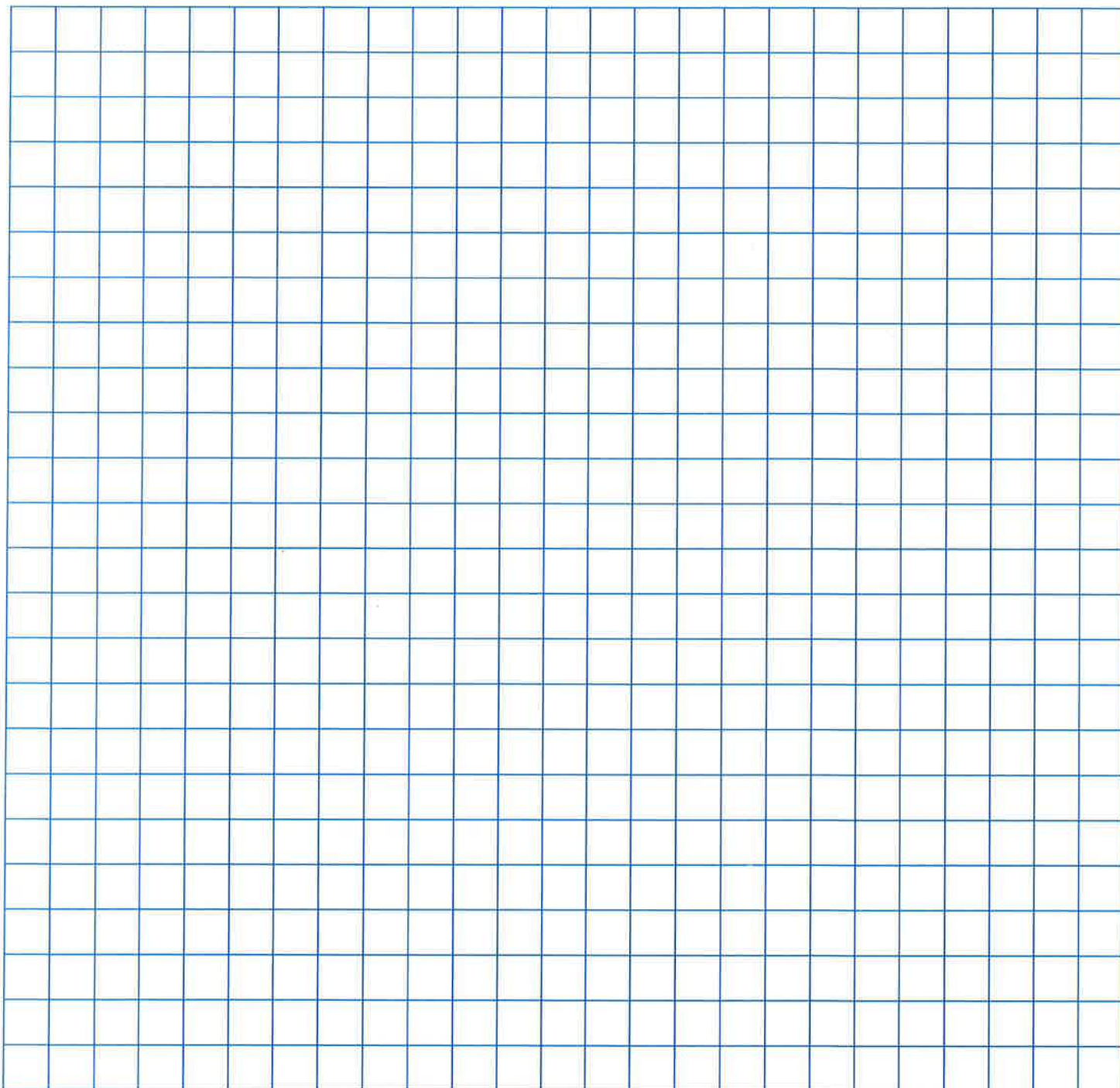
- Town of Richford- site plan review, commercial plaza; recommended approval
 - Village of Owego- site plan review/area variances, Thompson's/brewery; recommended approval
- STN Broadband Study- in process
- Workforce Pipeline Study- interviews completed, draft report submitted
- Restore Projects (3)- working toward disbursements

SITE INSPECTION REPORT
CATEGORY D – DRAINAGE CHANNELS & NAVIGATIONAL WATERWAYS

Applicant Tioga County Industrial Development Agency	PA ID # 107-1A14C-00	Applicant Representative Mike Jura	Applicant Representative Title Stream Technician
Site Inspection Date 4/14/20		Site Inspector Name Zimmermann / Hayes	
Work Order # 59852		Damage # 377195	
GPS Start Latitude 42.120045		GPS Start Longitude -76.267541	
GPS End Latitude		GPS End Longitude	
Physical Location (Address of Damage Site) NEAR 148 DEAN ST OWEGO NY 1	Date Damaged 10/31/19	Age of Facility Year Built: 2012 <input checked="" type="checkbox"/> Exact <input type="checkbox"/> Approximate	Legal Responsibility <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IDA
Purpose <input checked="" type="checkbox"/> Flood Control <input type="checkbox"/> Navigation <input type="checkbox"/> Water Supply <input type="checkbox"/> Hydropower <input type="checkbox"/> Recreation <input type="checkbox"/> Other (Specify):	Type: <input checked="" type="checkbox"/> Drainage <input type="checkbox"/> Navigational <input type="checkbox"/> Other (Specify):	Shape: <input type="checkbox"/> V-Ditch <input type="checkbox"/> Trapezoidal <input type="checkbox"/> Rectangular <input checked="" type="checkbox"/> Other (Specify):	Dimensions Depth Top Width SEE COMPONENT DAMAGE
Facility Description: (Pre-disaster design, function, capacity, dimensions, and footprint) Facility Description Only (Capture Damages on Next Page) <p style="text-align: center;">INTERMITTANT CLASS C STREAM</p>			

Applicant Representative Signature: Christine E. Curtis

SKETCH:



NOTES:

Applicant Representative Initials: lll

Facility Component Damages

Site #	Damage Component Material/Model/Type/Capacity	Location Address/GPS/begin-end	Damage Dimensions: (L x W x D/L x Dia) Electrical/Mechanical/etc.			
1A	Rip-rap to prevent bed scour: Scour from October storm, rocks washed away	42.120045, -76.267541	24FT X 24FT X 8FT			
Method of Repair (change in design, materials, size, capacity etc.)			Cause of Damage		FLOODING	
replace missing R8(HEAVY)rip rap			FA		Quantity	171
			CTR	X	Units	CY
			Both		% Complete	0
Site #	Damage Component Material/Model/Type/Capacity	Location Address/GPS/begin-end	Damage Dimensions: (L x W x D/L x Dia) Electrical/Mechanical/etc.			
1B	ROCK CHUTE:Scour from October storm, rocks washed away	42.120045, -76.267541	25FT X 30FT X 8FT			
Method of Repair (change in design, materials, size, capacity etc.)			Cause of Damage		FLOODING	
replace missing R8(HEAVY) rip rap			FA		Quantity	222
			CTR	X	Units	CY
			Both		% Complete	0
Site #	Damage Component Material/Model/Type/Capacity	Location Address/GPS/begin-end	Damage Dimensions: (L x W x D/L x Dia) Electrical/Mechanical/etc.			
Method of Repair (change in design, materials, size, capacity etc.)			Cause of Damage			
			FA		Quantity	
			CTR		Units	
			Both		% Complete	
Site #	Damage Component Material/Model/Type/Capacity	Location Address/GPS/begin-end	Damage Dimensions: (L x W x D/L x Dia) Electrical/Mechanical/etc.			
Method of Repair (change in design, materials, size, capacity etc.)			Cause of Damage			
			FA		Quantity	
			CTR		Units	
			Both		% Complete	
Component Types: 1-Embankment 2-Culvert 3-Weir 4-Fencing 5-Armor 6-Spillway 7-Dam 8-Service Road 9-Lining 10-Overflow Structure 11-Sprinkler Head 12-Drainage System 13-Vegetative Cover 14- Valve 15-Control Gate 16-Controls 17-Generator 18-Electrical Panel 19-Electrical Wire 20-SCADA 21-Other (Specify)			Cause of Damage: 1- Surface water flooding 2-Wind Driven Rain 3-Sewer Back up 4-Foundation Seepage 5-Lightning 6-High Winds 7-Tree Damage 8-Wind Blown Debris 9-Earthquake 10- Fire 11-Explosion 12 Other (Specify)			

NOTE FOR SITE INSPECTOR: Please ask the Applicant representative the following questions. Although the PDMG may have already asked some of these questions, the Applicant representative at the site inspection may have additional information. Use the Additional Notes section to record any additional explanation.

Mitigation Considerations	
FEMA Public Assistance encourages protection of disaster-damaged facilities by providing assistance for cost-effective hazard mitigation measures that reduce or eliminate the risk of similar damage from happening again in a future event. For each question, elaborate on the answer in the space provided for comments.	
<p>1. Identify the specific cause of damage (such as wave action eroded or undermined the channel slope protection, water eroded material below the toe of the channel slope protection, etc.).</p> <p>FLOODING</p>	<p>2. Does the Applicant plan to perform additional work to protect damaged facilities against similar damage in a future event?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p>
<p>3. Will the Applicant provide a proposal for hazard mitigation work?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p> <p>BRING IN ADDITIONAL ROCK TO EXTEND THE ROCK CHUTES TO LESSEN THE SLOPE, APPROX. 15FT ON 1A AND 20FT ON 1B</p>	<p>4. Would the Applicant like FEMA to prepare a proposal for hazard mitigation work?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p>

Insurance Considerations	
FEMA is legally prohibited from duplicating benefits from other sources and will reduce eligible costs by the amount of insurance proceeds received.	
<p>1. Does the damaged facility have insurance coverage and/or is it an insurable risk (e.g., buildings, equipment, vehicles)?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p>	

Environmental & Historic Preservation Considerations	
FEMA is required to ensure that work complies with applicable environmental and historic preservations laws, regulations, and executive orders.	
<p>1. Is the damaged facility(ies) located within a floodplain or a coastal high hazard area and/or does it have an impact on a floodplain or wetland? Can the project site be impacted by flooding? Will work occur within 200 feet of a waterway/waterbody?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p>	<p>2. Is the damaged facility located within or adjacent to a Coastal Barrier Resource System Unit or an Otherwise Protected Area?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p>

<p>3. Will the proposed facility repairs/reconstruction change the pre-disaster conditions (e.g., footprint – including depth of footprint, material, location, capacity, use or function), including construction of an access road, establishing a staging area, or other work outside of the constructed right-of-way? If yes, describe changes or work outside of the constructed right-of-way. Provide detailed justification for the change (e.g. codes and standards).</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p>	<p>4. Is the damaged facility(ies) listed on a local/state/national historic register or is it a locally recognized landmark? Is it older than 45 years? (Provide the age of the facility) Are there more, similar buildings near the site?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p>
<p>5. Are there any large, undeveloped or undisturbed areas on, or near, the project site? (Select “yes” if there are large tracts of forestland, grassland, or naturally preserved areas, etc.)</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p>	<p>6. Are there any hazardous materials at or adjacent to the damaged facility?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p>
<p>7. Are there any other environmental or controversial issues associated with the damaged facility and/or work item? (select yes if facility is a road maintained by a Tribal Government or if the project necessitates the establishment of a new borrow area or the horizontal expansion of an existing borrow area.)</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comments:</p>	<p>8. Are there any known endangered species in the work area?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unsure</p> <p>Comment</p>

Additional Notes / Comments:

This SIR was completed using Applicant provided data and is subject to change pending a FEMA conducted site inspection as verification.

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, May 6, 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	Chairwoman
	Kevin Gillette	Vice Chairman
	Martha Sauerbrey	Secretary
	Aaron Gowan	Treasurer
	Tracy Monell	Member
	Jonathan Ward	Member
	Eric Knolles	Member

ABSENT:

THE FOLLOWING PERSONS WERE ALSO PRESENT:

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

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

RESOLUTION AUTHORIZING THE CHAIRWOMAN, ON BEHALF OF THE AGENCY, TO ENTER INTO AN IDA CONSENT AND ESTOPPEL AGREEMENT WITH NORMAN CROSS-NICHOLS LLC, ALLOWING NORMAN CROSS-NICHOLS LLC TO TRANSFER ITS INTERESTS IN THE JUNE 30, 2016 NICHOLS CROSS DOCK, LLC LEASE/LEASEBACK TRANSACTION, AND ALL CLOSING DOCUMENTS THEREOF, TO CPI NICHOLS I LLC AND CPI NICHOLS II LLC.

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	_____
Jonathan Ward	voting	_____
Eric Knolles	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 May 6, 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 _____ day of _____, 2020.

Martha Sauerbrey
Secretary

(SEAL)

Pasto - Spencer - Tioga County Sales Tax Exemption

Vendor Name	2018			4% 2019			4% 2020			PROJECT TOTAL
	NY State Sales Tax Exemption (4%)	Tioga County Sales Tax Exemption (4%)	2018 Total	NY State Sales Tax Exemption (4%)	Tioga County Sales Tax Exemption (4%)	2019 Total	NY State Sales Tax Exemption (4%)	Tioga County Sales Tax Exemption (4%)	2020 Total	
Rasmussen Excavation LLC	\$ 3,011.51	\$ 4,517.27	\$ 7,528.78	\$ 11,879.28	\$ 17,818.92	\$ 29,698.20				\$ 37,226.98
RHL Companies, Inc.	\$ 12,495.12	\$ 12,495.12	\$ 24,990.23	\$ 493.26	\$ 493.26	\$ 986.52				\$ 25,976.75
Attala Steel Industries LLC	\$ -	\$ -	\$ -	\$ -	\$ 627.12	\$ 627.12				\$ 627.12
Gamechange Solar	\$ -	\$ -	\$ -	\$ -	\$ 87,219.53	\$ 87,219.53				\$ 87,219.53
Locus Energy Inc.	\$ -	\$ -	\$ -	\$ 5,987.57	\$ 5,987.57	\$ 11,975.14				\$ 11,975.14
SMA America, LLC	\$ -	\$ -	\$ -	\$ -	\$ 50,357.14	\$ 50,357.14				\$ 50,357.14
SolarBos Inc.	\$ -	\$ -	\$ -	\$ -	\$ 12,931.05	\$ 12,931.05				\$ 12,931.05
Sunbelt Transformer, Ltd.	\$ -	\$ -	\$ -	\$ -	\$ 13,972.08	\$ 13,972.08				\$ 13,972.08
Astroenergy Solar Panels	\$ -	\$ -	\$ -	\$ -	\$ 458,357.72	\$ 458,357.72				\$ 458,357.72
NYSEG Utility Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,067.71	\$ 35,067.71	\$ 70,135.42	\$ 70,135.42
	\$ 15,506.63	\$ 17,012.38	\$ 32,519.01	\$ 18,360.11	\$ 647,764.39	\$ 666,124.50				\$ 768,778.93
			ST340-2018			ST340-2019*			Project Total*	\$ 767,273.17
			Error 2018			*Adjusted for Error 2018			Program Max	\$ 672,986.00
									Net Over Max	\$ 94,287.17

Spencer-Tioga Solar, LLC
c/o True Green Capital Management LLC
315 Post Road West, 2nd FL
Westport, CT 06880

April 29, 2020

Tioga County Industrial Development Agency
56 Main St
Owego, NY 13827
Attn: Christine Curtis, Executive Administrator
Sent Electronically: CurtisC@co.tioga.ny.us

Re: *Spencer-Tioga Solar, LLC Request for Additional Sales and Use Tax Exemption and Extension of Exemption Period*

Dear Christine and TCIDA Colleagues,

Reference is made to the Payment in Lieu of Taxes and related agreements dated as of May 24, 2018 by and between Spencer-Tioga Solar, LLC and the Tioga County Industrial Development Agency.

Per our letter shared on March 4th with the TCIDA Board, we are happy to report that the Spencer Community Solar Farm Project is now in operation with the New York State Electric & Gas (NYSEG) utility grid and we are nearing the final completion phase of construction with our prime contractor and wrapping up the project in terms of final accounting of all costs and investment.

Today, we are requesting a Period Extension and Amount Increase for the sales and use tax exemption granted to the project.

As part of our March 4th letter, we had requested an increase in the sales tax exemption amount to account for a cost overrun with our solar panels and Christine had notified us following that Board meeting that the increase had successfully passed (in the amount of \$24,151.75). However, since our request in March, on April 17th, 2020, we received a final reconciliation invoice from NYSEG, which detailed the final cost for the utility upgrades associated with the interconnection of the solar projects and included taxes of \$70,135.42. Now with the final reconciliation invoices in-hand, we kindly request this amount be included as part of the Amount Increase. The numbers have been detailed below and, in the accompanying, excel spreadsheet, *CS-TGC ST-340 Breakdowns - 2019 (Spencer-Tioga Solar, LLC).xlsx*.

We recognize that this request is coming as the project nears completion and apologize for not catching this earlier. If you would like any further information, please reach out to us. Thank you again for your support and we look forward to the long-term operation ahead of clean energy, community solar farms in Tioga County.

Project	\$	767,273.17
Program Max	\$	672,986.00
Net Over Max	\$	94,287.17

Best Regards,

Noah Siegel

Noah Siegel
Project Manager
(516) 640-2877
nsiegel@truegreencapital.com


Bruce Wiegand
Authorized Signatory

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, May 6, 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	Chairwoman
	Kevin Gillette	Vice Chairman
	Martha Sauerbrey	Secretary
	Aaron Gowan	Treasurer
	Tracy Monell	Member
	Jonathan Ward	Member
	Eric Knolles	Member

ABSENT:

THE FOLLOWING PERSONS WERE ALSO PRESENT:

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

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

RESOLUTION APPROVING AN INCREASE IN THE AMOUNT OF THE SALES AND USE TAX EXEMPTION FOR THE SPENCER – TIOGA SOLAR, LLC PROJECT FROM \$697,137.75 TO \$767,273.17 AND AN EXTENSION OF THE SALES AND USE TAX EXEMPTION AGREEMENT FROM MAY 24, 2018 THROUGH, AND INCLUDING, MAY 31, 2020.

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	_____
Jonathan Ward	voting	_____
Eric Knolles	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 May 6, 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 Executive Order No. 202.1 dated March 7, 2020 regarding the suspension of Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was held remotely by telephone conference call and that the general public had the ability to listen to the proceeding, that such meeting has been transcribed and is available upon request, and that due notice of the date and telephone conference call-in instructions were duly provided to the public in accordance with Executive Order No. 202.1 and 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 _____ day of _____, 2020.

Martha Sauerbrey
Secretary

(SEAL)

PILOT Employment Report - 2019 YE

	# FTEs Before IDA Status	Original Estimate of FTEs after PILOT	# of FTE's 2019 YE	Over/Under Original Estimate
Nichols Distribution/ Best Buy	0	367	306	-61
231 Main	0	5	2	-3
CNYOG 1	14	16	10	-6
CNYOG 2	0	4	8	4
Crown Cork & Seal	0	164	215	51
Gateway	0	1	0	-1
Lockheed Martin	2445	2620	2316	-304
Midwestern Pet Foods	43	50	56	6
Nichols Cross Dock	0	73	57	-16
Owego Gardens/Home Leasing	0	2	2	0
Spencer-Tioga Solar	0	0	0	0
Tioga Downs Garage - Phase 1	235	305	428	123
Tioga Downs Casino & Hotel Expansion - Phase 2&3	256	406	428	22
Tioga Downs Golf Course - Phase 4	1	4	1	-3
V&S NY Galvanizing	0	34	2	-32

*V&S NY Galvanizing was highering at 2019 YE

*Gateway is maintained by 231 Main's employees