



Tioga County Industrial Development Agency
December 7, 2022 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Agenda

I. Call to Order and Introductions – Ms. Ceccherelli called the meeting to order at 4:30 pm.

II. Attendance

IDA Board Members

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

Excused:

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

III. Privilege of the Floor: Bill Woods: Mr. Woods addressed the board regarding the use of IDA railroad property to access the East Brach of the Owego Creek. There are plans to make this part of the Owego Creek accessible to fisherman in the near future. Mr. Woods wanted to alert the board that officials may come to the board asking them to allow fisherman on IDA railroad property to access the newly established fishing areas.

IV. Approval of Minutes

A. November 2, 2022 Regular Meeting Minutes

Motion to approve November 2, 2022 Regular Meeting Minutes, as written. (T. Monell, K. Gillette)

Aye – 7 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 – 7 Abstain - 0
No – 0 Carried

VI. ED&P Update: L. Tinney

Ms. Tinney updated the board on the following items:

- The department is working on 10 potential grants, 22 pending grants, 42 active grants, and has closed out one grant.
DRI projects in the Village of Owego are ongoing, with several of them nearing completion.
New York Main Street grant in the Village of Owego is nearing completion. The last of the projects is set to be complete at the end of December.



- The Village of Owego Police Department EPF grant is moving forward. An engineering firm for the project is in the process of being chosen.
- The department is waiting to hear the status of the Village of Waverly NY Forward grant application.
- The department is waiting to hear the status of two Restore NY grant applications, one for the Tioga Trails building, one for Fuddy Duddy’s.
- The New York Main Street grant in the Village of Candor continues to move forward.
- The Town of Nichols Broadband project is moving forward. Fiber is currently being installed in the Village. Installation on East and West River Roads are now complete.
- Ms. Tinney reported she is speaking with the Town of Owego about the possibility of extending broadband into South Owego.
- Workforce development efforts continue to move forward with Education Workforce Coordinator S. Lanning. He is meeting with school district and BOCES representatives and is planning a job fair in the spring with the Wavery School District and the Tioga County Chamber.

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

**A. Owego Gardens II**

1. Updated Project Cost Spreadsheet: Ms. Curtis noted that there has been one change order added to the spreadsheet: a heater for the box relating to the security system.

Ms. Curtis reported that approval was given to fill the water tank. The tank was expected to be filled over the past weekend, however, the filling did not take place.

Ms. Curtis also reported that the easements still need to be finalized, which is in process. The developer agreement has yet to be finalized as well.

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

- A. Lease of IDA Property for Broadband Expansion Project Storage: Ms. Tinney explained that the subcontractor for the broadband project in the Town of Nichols has been parking their construction materials on a piece of property that is not zoned properly to do so. Because of this, the Town of Nichols is requesting the materials be removed from this property, leaving the subcontractor needing an alternate place to put their materials. Ms. Tinney noted that the IDA owns property nearby, which is properly zoned, and asked the board if they would be agreeable to letting the contractor put their materials on it while they complete the project. The board agreed to let the contractor use the property.

**Motion to allow the subcontractor for the Town of Nichols broadband project to use the IDA owned Berry-Lopke property for the use of storing construction materials. (A. Gowan, T. Monell).**

|                |                    |
|----------------|--------------------|
| <b>Aye – 7</b> | <b>Abstain – 0</b> |
| <b>No – 0</b>  | <b>Carried</b>     |

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

**A. Public Authority Accountability Act (PAAA)**

1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward



- a. No report
- 2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles
  - a. Executive Session – Board Member Candidates
- 3. Finance Committee: J. Ceccherelli, A. Gowan, J. Ward
  - a. No report
- 4. Loan Committee: 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 - \$173,515.44/Authorized \$524,194
- 2. RB Robinson - \$28,537.73/Authorized \$55,990
- 3. Statewide Aquastore Inc. - \$17,036.71/Authorized \$35,712.80

**XI. Grant Updates: C. Curtis**

A. New York State Division of Homeland Security and Emergency Services (DHSES) DR-4567 Planning Grant – Richford Railroad

1. Approval Letter: Ms. Curtis reported that she received the approval letter for the Richford Railroad planning grant. The match is to be paid by RJ Corman.

**Motion to approve TCIDA as the administrator for the grant activities for the DHSES DR-4567 Planning Grant. (T. Monell, M. Sauerbrey)**

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|----------------|--------------------|
| <b>Aye – 7</b> | <b>Abstain – 0</b> |
| <b>No – 0</b>  | <b>Carried</b>     |

B. ARC Grant Application – Engineering Design Lounsberry Industrial Hub Buildings  
1. Application Submitted 7-26-22; pending

C. ESD Grant Application – Municipal Water Extension to Raymond Hadley – In progress: Ms. Curtis reported that this grant application has been approved, and Empire State Development provided an incentive proposal.

**Motion to approve the administering of the Municipal Water Extension to Raymond Hadley ESD Planning Grant, and pay match requirement for grant, which is 50% of total grant award, not to exceed \$23,650.00. (E. Knolles, K. Gillette)**

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|----------------|--------------------|
| <b>Aye – 7</b> | <b>Abstain – 0</b> |
| <b>No – 0</b>  | <b>Carried</b>     |

**XII. Motion to move into Executive Session at 4:58 pm pursuant to Public Officers Law Section 105 to discuss personnel and financial matters. (T. Monell, K. Gillette)**

**Motion to adjourn Executive Session at 5:25 pm. (T. Monell)**



**XIII. Litigation: J. Meagher**

**Motion to approve the settlement of the Lynady litigation. (K. Gillette, T. Monell)**

**Aye – 7**

**Abstain – 0**

**No – 0**

**Carried**

**XIV. Next Meeting: Wednesday January 4, 2022**

**XV. Adjournment – Mr. Gillette motioned to adjourn the meeting at 5:25 pm.**