



**Tioga County Industrial Development Agency
February 5, 2025 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Regular Meeting Minutes**

Call to Order and Introductions:

Attendance: IDA Board Members

1. Roll Call: J. Ward, M. Townsend, B. Evanek, K. Gillette, M. Sauerbrey, T. Monell, E. Knolles
2. Excused:
3. Guests: C. Yelverton, Joe Meagher, B. Woodburn, Corey Green, Bob Farrell, Wendy Walsh

Privilege of the Floor:

1. Corey Green & Bob Farrell with OACSD - CNYOG PILOT
2. Wendy Walsh - Blodgett Rd. Project

Approval of Minutes:

- A. January 8, 2025, annual meeting
- B. January 8, 2025, regular meeting

Financials:

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

ED&P Update:

New Business:

- A. ICS Customer Profile Change Form for TSB
- B. Lone Oak Cattle Co. lease agreement renewal for January 1st - December 31st, 2025.
- C. RJ Corman: Total revenue share for 2024
- D. 2024 TCIDA Annual Report
- E. 2025 lease invoices have been sent out
- F. 2024 1099's and w-2 have been sent out



Old Business:

- A. ABO Online Board Training: upcoming dates: February 28th, March 12th, March 19th 9:30 - 11 am
- B. Consultant agreements- J. Meagher is updating agreements to include month-to-month language.

Committee Reports:

- A. Public Authority Accountability Act (PAAA)
 - 1. Audit Committee Report: E. Knolles (Chair), J. Ward, B. Evanek
 - a. Audit in process.
 - 2. Governance Committee: J. Ward (Chair), M. Townsend, E. Knolles
 - 3. Finance Committee: J. Ward (Chair), M. Townsend, K. Gillette
 - a. Renewal of CD at Chemung Canal Trust Company
 - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, B. Evanek, J. Lavo- Received Coughlin and Gerhart's (COIF Realty) signed commitment letter for Façade loan. J. Meagher will be working on next steps.
 - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 - 6. Public Relations Committee: B. Woodburn, M. Sauerbrey, T. Monell

PILOT Updates:

- A. Sales Tax Exemptions Update:
 - 1. Best Bev LLC - \$4,294,907.04 (August)/Authorized \$5,200,000 (Oct.)
 - a. ST-60- has been issued
 - b. Received ST 123's
 - 2. Arteast Café LLC - \$18,578.83 (December)/ Authorized \$24,000
 - 3. Navo Properties LLC - \$2,409.04 (December)/ Authorized \$2,728 – Sales Tax Exemption Agreement was extended to 10/4/2025.
- B. Kinder Morgan (CNYOG) request to extend PILOT – Will expire on 2/28/2026
- C. Suneast Solar Pilot- Resolution was approved in October for Suneast to pay the portion of the agencies fee of \$192,326, and the balance due of \$274,501. Closing in process with J. Meagher's office. J. Meagher is working with the other attorney, and it is anticipated that this will be completed by the end of the month.
- D. Best Buy PILOT – Will expire on 2/28/2025.
- E. Lump sum PILOT invoices, Town/County PILOT Invoices, Fire District Invoices and end of year PILOT surveys have been sent out
- F. Owego Gardens 1 sewer subsidy has been reimbursed to Home Leasing



Project Updates:

Grant Updates:

- A. NYS Division of Homeland Security & Emergency Services-Richford Railroad.
 - a. Study completed. Reimbursement is pending.
- B. USDA RBDG and ARC Grant – Engineering Design Lounsberry Industrial Hub
 - a. The initial stages of the project have been completed.
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
 - a. Reimbursement request for \$23,650 in process.
- D. Water Quality Improvement Plan- Blodgett Road; S&W 2025 start
- E. USDA IRP Loan Application – Requested update 1/27/2025
 - a. Letter of Conditions package forthcoming
 - b. Temporary pause on all new federal obligations at this time
- F. USDA Equipment Lease Grant Application- Guidelines, lease agreement and application are drafted. J. Meagher is working on the lease agreement.

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

Next Meeting: Wednesday March 5, 2025, in the Legislative Conference room.

Motion to Adjourn the meeting



**Tioga County Industrial Development Agency
January 8, 2025 – 4:00 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Annual Meeting Minutes**

Call to Order and Introductions: 4:18 pm

Attendance

- A. IDA Board Members
 - 1. Roll Call: J. Ward, M. Townsend, B. Evanek, K. Gillette, M. Sauerbrey, T. Monell, E. Knolles
 - 2. Excused:
 - 3. Guests: C. Yelverton, Joe Meagher, B. Woodburn

New Business:

- A. Monthly Meeting Designation
 - a. Date- first Wednesday of each month
 - b. Time- 4:30 p.m.
 - c. Location- Ronald E. Dougherty County Office Building, 56 Main Street, Owego, Legislative Conference Room, 1st Floor
 - d. Media Designation
 - i. Press & Sun Bulletin

Motion to set the regular monthly meetings for the first Wednesday of each month at 4:30 pm in the Ronald E. Dougherty County Office Building, 56 Main Street, Owego, Legislative Conference Room, 1st floor, and to designate the Press & Sun Bulletin as the official media source for the purpose of publishing all notices and other matters as required by law. (E. Knolles, K. Gillette)

**Aye – 7 Abstain – 0
No – 0 Carried**

- B. Governance Committee Recommendations
 - a. Slate of Officers 2025 Proposed List of TCIDA Committee Members
 - i. Chair- Jon Ward
 - ii. Vice Chair- Kevin Gillette
 - iii. Secretary- Eric Knolles
 - iv. Treasurer- Brenda Evanek
 - b. Committee Appointments
 - i. Governance- M. Townsend, E. Knolles, J. Ward
 - ii. Audit- E. Knolles, B. Evanek, J. Ward
 - iii. Railroad- T. Monell, K. Gillette, M. Sauerbrey
 - iv. Finance- M. Townsend, J. Ward, K. Gillette
 - v. Loan- K. Dougherty, D. Barton. J. Ward, E. Knolles, B. Evanek, Jim Lavo



- vi. Public Relations- M. Sauerbrey, B. Woodburn, T. Monell
- c. Other Appointments
 - i. Designee (per Employee Handbook) – Open until the IDA has an employee
 - ii. Compliance Officer- Joe Meagher
 - iii. Contracting Officer- Joe Meagher
 - iv. Freedom of Information Officer- B. Woodburn
 - v. Code of Ethics Officer- Joe Meagher
 - vi. Internal Controls Officer- J. Nolis

Motion to approve 2025 Slate of Officers, 2025 Committee Appointments, and 2025 Other Appointments as proposed. (E. Knolles, T. Monell)

**Aye – 7 Abstain – 0
No – 0 Carried**

C. Annual Policy Review

- a. Mission Statement
- b. By-Laws: **DRAFT**
 - i. It is recommended to modify by-laws to state that all committees must meet annually and not quarterly. Modification is for the Governance, Finance and Audit committee.
 - ii. Add in consultant term where business administrator is listed
 - iii. J. Meagher is working on the language for the modifications.
- c. Code of Ethics
- d. Assessment of Internal Controls
- e. Procurement Policy
- f. Property Disposition Policy
- g. Whistle Blowers Policy
- h. Employee Handbook
- i. Governance Committee Charter
- j. Procedure Manual
- k. TCIDA Sexual Harassment Policy

Motion to approve amending by-laws to require committees to meet annually and to add “consultant” terminology in conjunction with “business administrator” and to approve the annual policy review, as proposed (E. Knolles, K. Gillette).

**Aye – 7 Abstain – 0
No – 0 Carried**

D. Other Annual Review

- a. Report on Conflict-of-Interest Incidents- no incidents to report.
- b. Self-Evaluation of Performance 2024 Governance Committee Self-Evaluation Report



Motion to approve 2024 Governance Committee Self-Evaluation Report. (M. Townsend, K. Gillette)

**Aye – 7 Abstain – 0
No – 0 Carried**

- E. Audit Committee
 - a. Appointments
 - i. Audit Firm- insero&co
 - ii. Financial Expert- J. Nolis
 - b. Annual Policy Review
 - i. Audit Committee Charter
 - ii. Self-Evaluation of Performance 2024 Audit Committee Self Evaluation Report

Motion to approve Insero & Co as the audit firm and J. Nolis as financial expert as proposed, and to accept 2024 Audit Committee Self Evaluation Report (B. Evanek, T. Monell).

DRAFT

**Aye – 7 Abstain – 0
No – 0 Carried**

- F. Finance Committee
 - a. Official Depositories and Authorized Designation Signors
 - i. Chemung Canal Trust Company
 - 1. Martha Sauerbrey, Mari Townsend, Eric Knolles, Jon Ward
 - ii. Community Bank
 - 1. Martha Sauerbrey, Mari Townsend, Eric Knolles, Jon Ward
 - iii. Tioga State Bank
 - 1. Martha Sauerbrey, Mari Townsend, Eric Knolles, Jon Ward
 - b. Annual Policy Review
 - i. Investment Policy
 - ii. Finance Committee Charter
 - iii. Investment Annual Report
 - iv. Self-Evaluation of Performance 2024 Finance Committee Self Evaluation Report
 - c. Annual Certifications
 - i. Internal Controls Certification
 - ii. Annual Evaluation of Board Performance
 - iii. Fiduciary Responsibilities Certification

Motion to approve Chemung Canal Trust Company, Community Bank, and Tioga State Bank as official depositories for Tioga County IDA as proposed, to approve the designated signors on the accounts as J. Ward, M. Townsend, E. Knolles, and M. Sauerbrey, to authorize the investment policy, finance committee charter, the investment annual report, self-evaluation of performance 2024 finance committee self-evaluation report, Internal Certifications, Annual Evaluation of Board Performance, and Fiduciary Responsibilities Certification (T. Monell, E. Knolles).



Aye – 6 Abstain – 1 (J. Ward)
No – 0 Carried

G. Miscellaneous

- i. Contact information 2025 TCIDA Board of Directors & Staff
- ii. Listing of IDA Properties-2024

Motion to acknowledge the 2025 TCIDA Board Directors and Staff Contact Information and 2024 IDA Property List (E. Knolles, T. Monell).

Aye – 7 Abstain – 0
No – 0 Carried

H. Adjourned: M. Sauerbrey motioned to adjourn the meeting at 4:30 pm.

DRAFT



**Tioga County Industrial Development Agency
January 8, 2025 – 4:30 pm
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56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Regular Meeting Minutes**

Call to Order and Introductions 4:35 pm

Attendance IDA Board Members

1. Roll Call: J. Ward, M. Townsend, B. Evanek, K. Gillette, M. Sauerbrey, T. Monell, E. Knolles
2. Excused:
3. Guests: C. Yelverton, Joe Meagher, B. Woodburn

Privilege of the Floor:

Approval of Minutes

- A. December 4, 2024

Motion to approve December 4, 2024 regular board meeting minutes as written. (K. Gillette, E. Knoles)

DRAFT

**Aye-7 Abstain - 0
No - 0 Carried**

Financials

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

Motion to acknowledge financials, as presented. (T. Monell, K. Gillette)

**Aye-7 Abstain - 0
No - 0 Carried**

ED&P Update: B. Woodburn discussed the CDBG Grant that Catholic charities was awarded for their new mobile food truck. The Land Bank was awarded NYMS funds for the renovation of 62-64 North Ave. The microenterprise grant is planned to start soon. Two more DRI projects have closed and there are five remaining. A 6-month extension was granted to finish up the remaining projects.



New Business:

- a. Administrative Services Agreement: The agreement is for the IDA to use ED&P office space, supplies and services. The agreement was not passed at the last legislative meeting but is planned to be reinstated during the February legislative meeting. Until stated otherwise the consulting agreements with ED&P staff will be on a month to month basis.

Old Business:

- A. ABO Online Board Training: upcoming dates, January. 15th & January. 29th 9:30-11 am.
 - a. K. Gillette is signed up for the class on the 15th.

Committee Reports:

- A. Public Authority Accountability Act (PAAA)
 1. Audit Committee Report: E. Knolles (Chair), J. Ward, B. Evanek
 - a. Audit is in process. Waiting on recording CD's before submitting quickbooks document to Audit company.
 2. Governance Committee: J. Ward (Chair), M. Townsend, E. Knolles
 - a. Reviewed Policies, Charter, & By-laws and made recommendations to amend.
 3. Finance Committee: J. Ward (Chair), M. Townsend, K. Gillette
 - a. Reviewed annual investment report
 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, B. Evanek, J. Lavo- Received Coughlin and Gerhart's (COIF Realty) signed commitment letter for Façade loan. J. Meagher will be working on next steps.
 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 6. Public Relations Committee: B. Woodburn, M. Sauerbrey, T. Monell

PILOT Updates:

- A. Sales Tax Exemptions Update:
 1. Best Bev LLC - \$2,296,800.10 (August)/Authorized \$5,200,000 (Oct.)
 - a. ST-60- has been issued
 - b. Received ST 123's
 2. 231 Main LLC - \$32,660.06 (October)/ Authorized \$34,320
 - b. Closed out.
 3. Arteast Café LLC - \$18,578.83 (December)/ Authorized \$24,000
 - a. ST-60 issued
 4. Navo Properties LLC - \$2409.04 (December)/ Authorized \$2,728 - Sales Tax Exemption Agreement was extended to 10/4/2025.



- a. ST-60 was sent out to Navo Properties.
- B. Kinder Morgan (CNYOG) request to extend PILOT
- C. Suneast Solar Pilot- Resolution was approved in October for Suneast to pay the portion of the agencies fee of \$192,326, and the balance due of \$274,501. Closing in process with J. Meagher's office. J. Meagher is working with the other attorney, and it is anticipated that this will be completed by the end of the month.

Project Updates:

Grant Updates:

- A. NYS Division of Homeland Security & Emergency Services-Richford Railroad.
 - a. Study completed. Reimbursement is pending.
- B. USDA RBDG and ARC Grant – Engineering Design Lounsberry Industrial Hub
 - a. Contract with Hunt was signed. The contract is for 6 months. J. Ward met with Hunt and they are in the initial stages of the project.
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
 - 1. Reimbursement request for \$23,650 in process.
- D. Water Quality Improvement Plan- Blodgett Road; S&W 2025 start
- E. USDA IRP Loan Application – Requested update 9/12/2024
 - 1. Letter of Conditions package forthcoming
- F. USDA Equipment Purchase Grant Application- Guidelines, lease agreement and application are drafted. J. Meagher is working on the lease agreement.

Motion to move into Executive Session at 5:09 pm pursuant to Public Officers Law Section 105 – (E. Knolles)

Motion to adjourn Executive Session at 5:13 pm. (E. Knolles, K. Gillette)

Next Meeting: Wednesday February 5, 2025, in ED&P Conference room

Motion to Adjourn the meeting at 5:15 pm. (K. Gillette, M. Sauerbrey)

Tioga County Industrial Development Agency

Balance Sheet

All Transactions

02/05/25

Accrual Basis

Jan 31, 25

ASSETS

Current Assets

Checking/Savings

CD Cap Improvement Com Bank	342,638.69
CD Site Dev Com Bank 158	107,203.03
CD Site Dev Com Bank 156	107,203.02

Restricted Cash Accounts

COVID-19	354.54
Community- Facade Improvement	247,893.59

USDA Funds

CCTC- Loan Loss Reserve	40,515.92
TSB- IRP 2016 (Formerly IRP 4)	94,017.58
TSB- RBEG	98,437.13

Total USDA Funds	232,970.63
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Total Restricted Cash Accounts	481,218.76
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CCTC- CDs

Site Dev 8433	107,026.96
Land Acquisition (150)	583,460.67

Total CCTC- CDs	690,487.63
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Temporarily Restricted Cash Acc

TSB-Owego Gardens	452,498.74
TSB-Crown Cork and Seal	95.67
Community- BestBuy PILOT Acct.	369.98

Total Temporarily Restricted Cash Acc	452,964.39
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Unrestricted Cash Accounts

TSB- checking	723,593.52
TSB- general fund	25,843.18

Total Unrestricted Cash Accounts	749,436.70
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Total Checking/Savings	2,931,152.22
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Other Current Assets

Accounts Receivable 1300.01	42,453.05
Allowance for Doubtful Accounts	-35,000.00

RBEG

RBEG 2023-01-A	88,811.40
Loan Rec - RBEG 2019 -06	39,290.18

Total RBEG	128,101.58
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IRP 4

IRP 4 2023-01-A	55,507.20
Loan Rec 2021-02-A	5,049.89
Loan Rec 2021-01-A	52,957.76
Loan Rec 2019-07-A	30,910.39
Loan Rec - 2019 - 06A	49,112.52
Loan Rec 2018-01-A	45,838.99
Loan Rec 2017-04-A	23,419.77
Loan Rec 2017-01-A	6,099.21
Loan Rec 2009-02-A	48,051.58

Total IRP 4	316,947.31
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Total Other Current Assets	452,501.94
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Total Current Assets	3,383,654.16
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Fixed Assets

Land-Rizzuto	78,395.16
Land- Cavataio	2,500.00
Land-general	601,707.05
Land-Louns	

Tioga County Industrial Development Agency

02/05/25

Balance Sheet

Accrual Basis

All Transactions

	Jan 31, 25
Lopke	8,993.03
Town of Nichols	20,000.00
Berry	2,452.20
Hess	259,561.43
Land-Louns - Other	230,932.53
Total Land-Louns	521,939.19
Land 434	376,800.36
Railroad Improvements	1,990,530.50
Z Accumulated Depreciation	-1,279,269.24
Total Fixed Assets	2,292,603.02
TOTAL ASSETS	5,676,257.18
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
PILOT Payments	
V&S New York Galvanizing	26,721.20
Gateway Owego, LLC	2,100.00
Crown Cork and Seal	300,000.00
Nichols Cross Dock	106,971.20
Owego Gardens	16,674.99
Total PILOT Payments	452,467.39
Total Other Current Liabilities	452,467.39
Total Current Liabilities	452,467.39
Long Term Liabilities	
Loan Pay- IRP 4	171,034.68
Loan Pay- IRP 3	138,881.10
Loan Pay- IRP 2	66,787.30
Loan Pay- IRP 1	22,553.42
Total Long Term Liabilities	399,256.50
Total Liabilities	851,723.89
Equity	
Board Designated Funds	1,406,302.63
1110 - Retained Earnings	-433,731.41
Net Income	3,851,962.07
Total Equity	4,824,533.29
TOTAL LIABILITIES & EQUITY	5,676,257.18

Tioga County Industrial Development Agency
Profit & Loss Prev Yr. Comparison
January 2025

02/05/25

Accrual Basis

	Jan 25	Jan 24	\$ Change
Ordinary Income/Expense			
Income			
Loan Commitment Fee	0.00	400.00	-400.00
Loan Interest Income			
RBEG 2019 -06	133.22	159.71	-26.49
IRP 4			
2023-01-A	244.71	0.00	244.71
2019 - 06A	166.53	199.64	-33.11
2021-02-A	11.09	17.88	-6.79
2021-01-A	111.67	126.21	-14.54
2019-07-A	136.04	145.51	-9.47
2018-01-A	183.94	201.31	-17.37
2017-04-A	88.64	0.00	88.64
2017-01-A	13.87	19.45	-5.58
Total IRP 4	956.49	710.00	246.49
RBEG			
2023.01-A	391.53	0.00	391.53
Total RBEG	391.53	0.00	391.53
Total Loan Interest Income	1,481.24	869.71	611.53
Loan Administrative Fee			
IRP 4	0.00	174.99	-174.99
Total Loan Administrative Fee	0.00	174.99	-174.99
4110 · Grants			
Workforce Coordinator	0.00	13,167.14	-13,167.14
DRI-HCR	68,345.56	182,869.06	-114,523.50
Total 4110 · Grants	68,345.56	196,036.20	-127,690.64
Interest Income-			
Interest Income - TSB COVID19	0.00	-1.97	1.97
Community- Facade Improvement	0.00	2.07	-2.07
CCTC Loan Loss Reserve Account	0.00	1.10	-1.10
TSB- checking	195.08	189.53	5.55
TSB-general fund	3.29	3.29	0.00
TSB- IRP 4	1.56	1.49	0.07
TSB- RBEG	1.65	1.26	0.39
Total Interest Income-	201.58	196.77	4.81
Leases/Licenses	530.00	530.00	0.00
4150 · Miscellaneous Income	0.00	1,509.99	-1,509.99
4170 · PILOT Program Fees	0.00	2,500.00	-2,500.00
Total Income	70,558.38	202,217.66	-131,659.28
Expense			
Grant Expense			
Richford Railroad	3,800.00	982.00	2,818.00
Raymond Hadley Water	0.00	1,896.00	-1,896.00
DRI-HCR	68,345.56	182,869.06	-114,523.50
Total Grant Expense	72,145.56	185,747.06	-113,601.50
Marketing	2,968.18	0.00	2,968.18
Loan Admin Fee			
IRP 4	0.00	174.99	-174.99
Total Loan Admin Fee	0.00	174.99	-174.99
6120 · Bank Service Charges	15.00	0.00	15.00
6160 · Dues and Subscriptions	0.00	850.00	-850.00
Employee benefit			

Tioga County Industrial Development Agency
Profit & Loss Prev Yr. Comparison
January 2025

	Jan 25	Jan 24	\$ Change
IRA Company Match	0.00	67.41	-67.41
Total Employee benefit	0.00	67.41	-67.41
6180 · Insurance			
WC (Utica)	0.00	-325.00	325.00
6190 · Disability (First Rehab Life)	0.00	344.41	-344.41
Employee Health (SSA)	0.00	1,086.60	-1,086.60
Total 6180 · Insurance	0.00	1,106.01	-1,106.01
6240 · Miscellaneous	-275.87	0.00	-275.87
6560 · Payroll Expenses			
Payroll Expenses - HSA	0.00	300.00	-300.00
6560 · Payroll Expenses - Other	0.00	6,633.41	-6,633.41
Total 6560 · Payroll Expenses	0.00	6,933.41	-6,933.41
6270 · Professional Fees			
BizLife LLC	556.61	545.70	10.91
Administrative Services			
Tinney	0.00	2,125.00	-2,125.00
Administrative Services - Other	4,600.00	0.00	4,600.00
Total Administrative Services	4,600.00	2,125.00	2,475.00
6650 · Accounting			
Jan Nolis	0.00	705.00	-705.00
6650 · Accounting - Other	1,980.00	0.00	1,980.00
Total 6650 · Accounting	1,980.00	705.00	1,275.00
6280 · Legal Fees	11,410.50	12,225.00	-814.50
Total 6270 · Professional Fees	18,547.11	15,600.70	2,946.41
6670 · Program Expense			
Water Tower	0.00	54.05	-54.05
Total 6670 · Program Expense	0.00	54.05	-54.05
Property Taxes			
Berry Road (313)	51.15	51.25	-0.10
Berry Road (312)	102.29	102.49	-0.20
Stanton Hill 9.64A Town Lot	225.27	225.72	-0.45
96 · Smith Creek Rd	27.85	27.90	-0.05
540 · Stanton Hill	170.49	170.82	-0.33
Spring St	0.28	0.27	0.01
Berry Road (47)	143.66	143.95	-0.29
Carmichael Road	8.86	7.90	0.96
Smith Creek Road	23.87	23.92	-0.05
Glenmary Drive	11.45	10.90	0.55
Metro Road	9.54	9.09	0.45
Total Property Taxes	774.71	774.21	0.50
6770 · Supplies	559.90	660.05	-100.15
Total Expense	94,734.59	211,967.89	-117,233.30
Net Ordinary Income	-24,176.21	-9,750.23	-14,425.98
Net Income	-24,176.21	-9,750.23	-14,425.98

Tioga County Industrial Development Agency Transaction Detail by Account January 2025

Type	Date	Name	Memo	Amount
Restricted Cash Accounts				
COVID-19				
General Journal	01/27/2025		to correct account by reversing entry from 1...	275.87
Total COVID-19				275.87
USDA Funds				
TSB- IRP 2016 (Formerly IRP 4)				
Deposit	01/06/2025		Deposit	321.55
Deposit	01/10/2025		Deposit	559.08
Deposit	01/14/2025		Deposit	286.18
Deposit	01/14/2025		Deposit	754.16
Deposit	01/14/2025		Deposit	1,012.45
Deposit	01/29/2025		Deposit	250.00
Deposit	01/31/2025		Deposit	306.00
Deposit	01/31/2025		Deposit	670.57
Deposit	01/31/2025		Interest	1.56
Total TSB- IRP 2016 (Formerly IRP 4)				4,161.55
TSB- RBEG				
Deposit	01/14/2025		Deposit	809.96
Deposit	01/31/2025		Deposit	1,072.92
Deposit	01/31/2025		Interest	1.65
Total TSB- RBEG				1,884.53
Total USDA Funds				6,046.08
Total Restricted Cash Accounts				6,321.95
Temporarily Restricted Cash Acc				
TSB-Owego Gardens				
Deposit	01/27/2025		Deposit	2,100.00
Deposit	01/27/2025		Deposit	106,971.20
Deposit	01/27/2025		Deposit	16,625.00
Deposit	01/29/2025		Deposit	26,721.20
Deposit	01/30/2025		Deposit	300,000.00
Total TSB-Owego Gardens				452,417.40
Total Temporarily Restricted Cash Acc				452,417.40
Unrestricted Cash Accounts				
TSB- checking				
Deposit	01/03/2025		Deposit	68,345.56
Check	01/06/2025	Kathy Hankey	DRI-HCR Reimbursement	-68,345.56
Check	01/07/2025	BiziLife LLC	December 2024 social media	-556.61
Check	01/07/2025	Zoom Video Communication...	INV231754001 12/16/2023-12/15/2024	-559.90
Check	01/17/2025		Service Charge	-15.00
Check	01/21/2025	Deluge Media	TCIDA-Deluge Contract #29	-2,968.18
Check	01/21/2025	Larson Design Group	Inv#133515 Richford Railroad Ave Flood Mit...	-3,800.00
Check	01/21/2025	Jan Nolis, CPA	2024/2025 financial statements, depreciatio...	-1,980.00
Check	01/21/2025	Thomas, Collison & Meagher	June 2024 Legal	-1,275.00
Check	01/21/2025	Thomas, Collison & Meagher	September 2024 Legal	-4,235.50
Check	01/27/2025	Thomas, Collison & Meagher	October 2024 Legal	-3,400.00
Check	01/27/2025	Thomas, Collison & Meagher	November 2024 Legal	-2,500.00
Check	01/27/2025	Tioga County Treasurer	2025 T&C Fire Tax Due	-774.71
Deposit	01/27/2025		to transfer monies for Sewer back to Owego...	-16,625.00
Deposit	01/29/2025		Deposit	530.00
Check	01/30/2025	Brittany Woodburn	January 2025 Admin Services	-1,900.00
Check	01/30/2025	Megan Schnabl	January 2025 Professional Services	-1,500.00
Check	01/30/2025	Casey Yelverton	January 2025 Professional Services	-1,200.00
Deposit	01/30/2025	Crown, Cork & Seal	Moved money into the proper account Pilot ...	-300,000.00
Deposit	01/31/2025		Deposit	300,000.00
Deposit	01/31/2025		Interest	195.08
Total TSB- checking				-42,564.82

11:04 AM

02/05/25

Accrual Basis

Tioga County Industrial Development Agency
Transaction Detail by Account
January 2025

Type	Date	Name	Memo	Amount
TSB- general fund Deposit	01/31/2025		Interest	3.29
Total TSB- general fund				3.29
Total Unrestricted Cash Accounts				-42,561.53
TOTAL				416,177.82

LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Agreement") is by and between the TIOGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY, a public-benefit corporation organized and existing under the laws of the State of New York, with an address for the transaction of business located at 56 Main Street, Owego, New York 13827 (hereinafter referred to as the "Lessor") and LONE OAK CATTLE CO (RUSSELL LINDHORST, JACK LINDHORST, AARON LINDHORST-MYERS), A company residing at 155 Smith Creek Road, Nichols, New York, (hereinafter referred to as the "Lessee"), collectively, the "Parties".

WHEREAS, the Lessor is the owner of a 19.8 acre parcel of pasture land located on Stanton Hill Road in the Town of Nichols, Tioga County, New York; and

WHEREAS, the Lessee is desirous of leasing 10.00+/- acres of said pasture land (hereinafter referred to as the "Premises").

NOW, THEREFORE, in consideration of the mutual promises, covenants and agreements contained and set forth herein, the Parties do hereby agree as follows:

1. **PREMISES:** The Lessor does hereby agree to lease the Premises to the Lessee.
2. **TERM:** The term of this Agreement shall be for a period of one (1) year, commencing January 1, 2024 and ending December 31, 2024. Lessor reserves the right to terminate this Agreement at any time during the term hereof upon six months' written notice to Lessee.
3. **RENTAL:** The Lessee agrees to pay the sum of TWENTY-FIVE AND 00/100 DOLLARS (\$25.00), per acre, for a total of TWO HUNDRED FIFTY AND 00/100 DOLLARS (\$250.00) due and payable within 30 days of invoice.
4. **USE:** The Premises must be used for agricultural purposes only and for no other reason.
5. **INSURANCE:** The Lessee covenants and agrees to provide and keep in force during the term of this Agreement, for the benefit of the Lessor, a general liability policy of insurance in standard form protecting the Lessor against liability from the negligence of the Lessee or the Lessee's employees, agents and invitees resulting in bodily injury, including death, and/or property damage on or about the Premises, or any appurtenances thereto. Such policy is to be written by a good and solvent insurance company, licensed to do business in the State of New York, naming the Lessor as an additional insured, and shall cover bodily injury, including death and/or property damage in the amount of \$100,000.00 with respect to each occurrence.
6. **CONDITION OF PREMISES:** The Lessee shall, at his sole expense, keep the Premises in as good an order and repair as it is at the date of the commencement of this Agreement, reasonable wear and tear and damage by accidental fire or other casualty excepted.

THE LESSOR MAKES NO WARRANTY, EXPRESS OR IMPLIED, AS TO THE CONDITION, DESIGN, OPERATION, MERCHANTABILITY OR FITNESS OF THE PREMISES OR THAT THE PREMISES WILL BE SUITABLE FOR LESSEE'S PURPOSES OR NEEDS.

7. HAZARDOUS SUBSTANCES: The Lessee shall promptly notify the Lessor, in writing, if the Lessee receives any information, notice or request from any governmental agency, other entity or person for information or if the Lessee provides any information or notice to any such agency, entity or person concerning the unpermitted or unauthorized presence or release of hazardous substances, hazardous wastes or other raw materials or wastes (including petroleum products) as such are defined by any applicable federal, state or local law on, above, within, in the vicinity of, related to, or affected by the Premises. The Lessee is strictly prohibited from bringing any chemicals or toxic or hazardous materials onto the Premises.

8. NOTICES: Any bill, statement or notice must be in writing and delivered or mailed to the Parties at the addresses given to each other for said purpose. Any notice must be sent by regular mail.

9. SPACE "AS IS": Lessee has inspected the Premises. Lessee states that they are in good order and repair and takes the Premises "as is".

10. LIABILITY: Lessor is not liable for loss, expense or damage to any person or property unless it is due to Lessor's negligence. Lessee must pay for damages suffered and money spent by Lessor relating to any claim arising from any act or neglect of Lessee. Lessee is responsible for all acts of Lessee's employees, agents and invitees.

11. ASSIGNMENT, SUBLET: Lessee may not sublet all or part of the Premises, or assign this Agreement or permit any other person or entity to use the Premises without the prior, written consent of the Lessor.

12. RIGHT TO ENTER: The Lessee agrees that the Lessor, its agents or other representatives, shall have the right to enter into and upon said Premises, or any part thereof, upon reasonable advance notice to the Lessee, at all reasonable hours, for the purpose of examining the same, or making such repairs or alterations therein as may be necessary to protect or maintain the Premises.

13. SUBORDINATION: This Agreement and Lessee's rights are subject and subordinate to all present and future leases or mortgages on the Premises. Lessee agrees upon request to execute any certificates or documents to show that this Agreement is subject and subordinate.

14. COMPLIANCE WITH LAW: The Lessor and Lessee shall comply with all federal, state and municipal laws, zoning ordinances and health department regulations dealing with the Premises and will save each other harmless from any damage, penalty or charge imposed or incurred for the violation of any such laws, ordinances or regulations, whether

occasioned by the Lessor or Lessee, or their respective agents or any other person using or present upon the Premises.

15. QUIET ENJOYMENT: Lessor agrees that if Lessee is not in default under this Agreement, Lessee may peaceably and quietly have, hold and enjoy the Premises for the Term of this Agreement.

16. BINDING ON SUCCESSORS: The covenants and conditions herein contained shall apply to and bind all the successors and assigns of all the Parties hereto.

17. EFFECTIVE DATE: This Agreement is effective when Lessor delivers to Lessee a copy signed by all Parties.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals the day written opposite their signature.

TIOGA COUNTY INDUSTRIAL
DEVELOPMENT AGENCY

Date: April 23, 2024

By: Christine Curtis
Christine Curtis
Executive Director

Date: April 17th, 2024

By: Aaron Lindhorst-Moyes

Owego

2024 Revenue Summary

	January	February	March	April	May	June	July	August	September	October	November	December	Grand Total
	2024	2024	2024	2024	2024	2024	2024	2024	2024	2024	2024	2024	2024
Freight Revenues	44,963.00	80,213.00	123,964.00	194,817.00	128,840.00	93,966.00	170,157.00	260,485.00	208,569.00	275,897.00	200,160.00	133,581.00	1,915,612.00
Switching Fees	-	-	1,000.00	125.00	-	-	-	-	-	-	-	-	1,125.00
Car/Track Storage	7,812.00	7,308.00	7,344.00	6,480.00	6,696.00	6,480.00	6,696.00	6,696.00	6,480.00	6,696.00	6,480.00	6,696.00	81,864.00
Car Repair Income	972.30	1,551.28	487.31	3,856.07	8,792.95	10,735.65	2,135.15	507.33	2,470.31	-	1,831.81	1,906.66	35,246.82
Total Month Revenue	53,747.30	89,072.28	132,795.31	205,278.07	144,328.95	111,181.65	178,988.15	267,688.33	217,519.31	282,593.00	208,471.81	142,183.66	2,033,847.82
YTD Cumulative Revenue	53,747.30	142,819.58	275,614.89	480,892.96	625,221.91	736,403.56	915,391.71	1,183,080.04	1,400,599.35	1,683,192.35	1,891,664.16	2,033,847.82	
Previous Year Cum. Total	33,052.56	79,096.13	128,735.81	170,854.81	200,602.50	231,350.50	261,512.50	354,639.32	386,181.00	429,681.00	477,482.00	538,906.75	
Rev Share = 10%	5,374.73	8,907.23	13,279.53	20,527.81	14,432.90	11,118.17	17,898.82	26,768.83	1,692.00				
Rev Share = 5%	-	-	-	-	-	-	-	-	10,029.97	14,129.65	10,423.59	7,109.18	
	5,374.73	8,907.23	13,279.53	20,527.81	14,432.90	11,118.17	17,898.82	26,768.83	11,721.96	14,129.65	10,423.59	7,109.18	\$ 161,692.39

Tioga County Industrial
Development Agency

Annual Report 2024

DRAFT





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2024 brought about substantial changes at the Tioga County Industrial Development Agency (TCIDA). However, with change comes new opportunities and an ability to forge new paths forward. I would like to thank the previous Board Chair, Jenny Ceccherelli, previous Executive Director, Christine Curtis, and long-time IDA consultant, LeeAnn Tinney for their many years of service to the agency. Moving into 2025, TCIDA has worked diligently with the Tioga County Economic Development & Planning office and the Tioga County Legislature to formulate a structure that I feel strongly will stabilize daily operations and provide for much improved continuity planning. TCIDA is extremely appreciative of the support provided by both ED&P and the legislature. With a new operational structure in place, TCIDA is well positioned to advance new opportunities. On behalf of the board of directors, we are happy to share the work of TCIDA in 2024 and look forward to diligently fulfilling the agency mission in the coming year.



About the TCIDA

Established in 1971, the mission of the Tioga County Industrial Development Agency is to promote, develop, encourage and assist in acquiring, constructing, maintaining, equipping and furnishing certain types of projects and facilities, to advance the job opportunities, health, general prosperity, economic welfare and recreation opportunities of the citizens of Tioga County.

The TCIDA is overseen by a seven-member Board of Directors that are appointed by the Tioga County Legislature. TCIDA and Tioga County have a Memorandum of Understanding agreement in place for staffing and office space. The Board meets on a monthly basis, with ED&P staff providing oversight of day-to-day operations

TCIDA BY THE NUMBERS



Existing Business Loans	Facade Loans	Paint Program
8	1	2
Active PILOTS	# of Sales Tax Exemption Only Projects	Leases
14	5	19
Studies Completed	2024 Railroad Income Generated	DRI Projects Completed in 2024
3	\$161,692	5
USDA RBDG Equipment Lease Grant Funds	USDA RBDG Lounsberry Industrial Park Grant Funds	DRI Grant Funds Expended in 2024
\$99,000	\$90,000	\$844,379

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The TCIDA Sales Tax Exemption Program can provide eligible applicants the following: an eight percent (8%) NYS sales tax exemption on all construction materials, machinery & equipment and FF&E. In 2024, the TCIDA continued to administer five Sales Tax Exemption Only projects that leveraged **\$54,527,596** in private investment in the community and supported **188** jobs.



The TCIDA was awarded \$99,000 in funds from the USDA Rural Business Development Grant program for funding to support the TCIDA Equipment Lease Program. The program will address a critical need within the community by providing low interest lease opportunities to start-up and expanding small businesses.

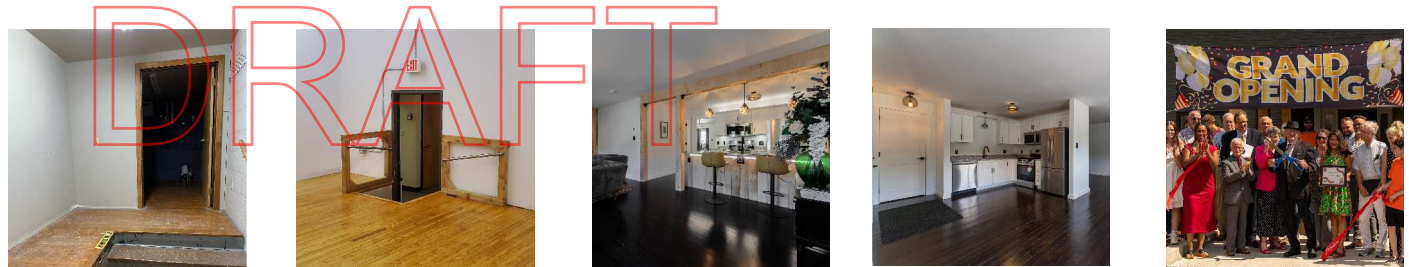


TCIDA's Work in 2024

TC ED&P continued to administer the \$2.5 million Downtown Revitalization Initiative (DRI) Multi-Site Program on behalf of the TCIDA. Six of the fifteen revitalization projects were completed in 2023, and another four were completed in 2024. Another two are nearing completion and it is anticipated that they will be completed in the first quarter of 2025. The remaining three existing projects are in various stages of the DRI process and have been moving forward productively. The anticipated program completion date is June 2025.

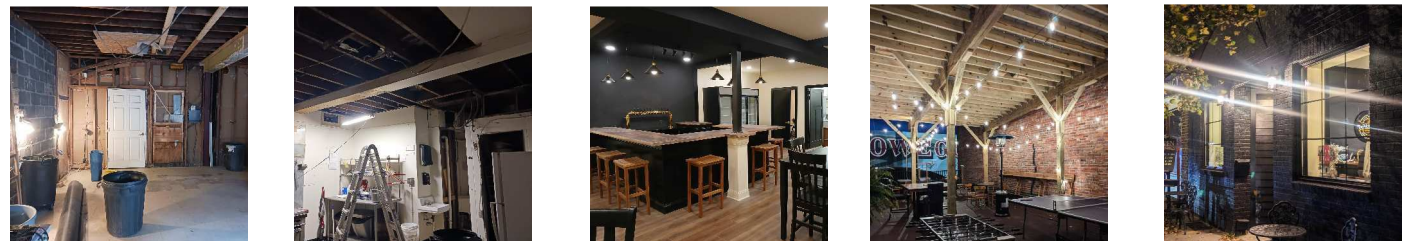
130 TEMPLE STREET, VILLAGE OF OWEGO DRI PROJECT

This approximately \$800,000 project at 130 Temple Street included the conversion of vacant commercial spaces into six new market rate residential units for adults 55 years of age and older.



187 MAIN STREET, VILLAGE OF OWEGO DRI PROJECT

This approximately \$250,000 project at 187 Main Street included the full rehabilitation of 1,300 SF of commercial space and the addition of a rooftop deck. The commercial space is home to two Tioga County small businesses: Kathy's Cakes and The Owego Brewing Co.



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RICHFORD RAILROAD STUDY

The TCIDA contracted with Larson Design Group to conduct a preliminary engineering and design report for the replacement of a railroad bridge located in the Town of Richford.



RAYMOND HADLEY WATER STUDY

The TCIDA contracted with Larson Design Group to evaluate the construction of water distribution and service infrastructure to provide water from the T. of Van Etten to a business located in the neighboring V. of Spencer in Tioga County, NY. This evaluation addressed the feasibility of several alternatives for water distribution construction.



LOUNSBERRY INDUSTRIAL AREA STUDY

The TCIDA was awarded \$90,000 in funds from the USDA Rural Business Development Grant program for the TCIDA Lounsberry Industrial Sites Engineering Plan. This plan will include geotechnical engineering, and infrastructure engineering design services for industrial sites owned by TCIDA in Lounsberry in the Town of Nichols.



SOUTHERN TIER CLEANTECH STRATEGY

New York and its Southern Tier region are undergoing a major economic transformation driven by a shift toward clean energy manufacturing and clean energy generation. A partnership of eight southern Tier IDA's retained Newmark to identify ways to leverage local assets to build out a clean energy and cleantech ecosystem.



Contact Us

56 Main Street
Owego, NY 13827
(607) 687-8255
<https://tioga-countyny.com/programs-agencies/industrial-development-agency/>

Board of Directors

Jon Ward - Chair

Kevin Gillette - Vice Chair

Brenda Evanek - Treasurer

Eric Knolles - Secretary

Martha Sauerbrey

Tracy Monell

Mari Townsend

Freedom of Information Officer - Brittany Woodburn

Code of Ethics Officer - Joseph Meagher, Esq.

Internal Controls Officer - Joseph Meagher, Esq.

A PARTNER OF  TEAM TIOGA

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