



**Tioga County Industrial Development Agency**  
**February 3, 2016 • 4:30 p.m. • Ronald E. Dougherty County Office Building**  
**56 Main Street, Owego, NY 13827**

**Minutes**

**1. Call to Order and Introductions**

Meeting was called to order by R. Kelsey at 4:32 pm

**Attendance**

**2. A. IDA Board Members**

1. Roll Call: R. Kelsey, A. Gowan, T. Monell and K. Gillette K. Dougherty, J. Nolis, M. Sauerbrey
  - a. Absent:
  - b. Excused: K. Gillette
2. Guests:

B. Myers, L. Tinney, C. Haskell, J. Meagher, J. Bellis, R. Purtell, B. Holden

**3. Privilege of the Floor- None**

**4. Approval of Minutes –**

**1. January 6, 2016 Regular Meeting Minutes**

Motion to approve minutes(J. Nolis, T. Monell)

Aye- 5                      Abstain- 0

No- 0

**2. January 6, 2016 Annual Meeting Minutes**

Motion to approve minutes(T. Monell, J. Nolis)

Aye- 5                      Abstain- 0

No- 0

**5. Project Updates**

**A. Crown Cork & Seal USA, Inc. – L. Tinney**

1. Update - Ongoing- Confirm on the intent to apply for a URI Application for WWTP upgrades. B. Woodburn and B. Myers worked on this application. \$1.875 million.
2. URI Application Support Letter –

Motion to approve support letter(K. Dougherty, T. Monell)

Aye- 5                      Abstain - 0

No - 0

3. Larson Design Group – J. Bellis

- a. WWTP Update- Has been working with DEC, project is moving along very quickly.
- b. Water Supply: IDA is responsible for the water pump upgrades. Very aggressive schedule. SRBC director is being very helpful.
- c. Proposal for Engineering Fees- J. Meagher reviewed the proposal. The IDA board suggested that a 3<sup>rd</sup> party review the proposal prior to signing the agreement.

*5:00pm A. Gowan arrived at the meeting.*

B. Tioga Downs Racetrack, LLC – L. Tinney

- 1. Started Construction on gaming floor, moving forward. Closing on pilot post March.

C. Owego Gardens Project Update - L. Tinney

- 1. Really moving along. Operating ahead of schedule

D. Start Up NY Agreement between the IDA & Binghamton University; Start Up NY Transfer Agreement between the IDA & CPSI –J. Meagher Working on the agreement.

E. FedEx Project – L. Tinney

1. Update

- a. Land Closing Pending-next week

b. Road Access Concerns- town and county road issue, 2/9 to work it out in a meeting. Issue is 2 egresses side by side.

Midwestern PILOT closing- before March 1 – J. Meagher

**6. New Business – B. Myers**

A. All railroad lease invoices sent out 1/25/2016

B. Piaker & Lyons Audit – Ongoing, working with Piaker and Lyons to gather information.

**7. Financial Reports**

A. Reports

- 1. Balance Sheet
- 2. Profit & Loss
- 3. Transaction Detail

Motion to acknowledge financial reports (K. Dougherty, T. Monell)

Aye- 6

Abstain- 0

No- 0

**8. Old Business**

A. Public Authority Accountability Act

- 1. Audit Committee Report (R. Kelsey, K. Dougherty, J. Nolis)

- a. Internal Controls Officer Agreement – Send agreement through email. Request for email vote.

- 2. Governance Committee Report (R. Kelsey, K. Dougherty, J. Nolis)

- a. Board Performance Surveys - Completed

- b. Bryant Myers 90-Day Review Due After 2/29/2016

- c. R. Kelsey: B. Myers has done very well, L. Tinney please plan to come back at the march meeting with a recommendation

3. Finance Committee Report (R. Kelsey, A. Gowan, K. Gillette)
  - a. Motion to approve account conversion request (K. Dougherty, J. Nolis)
  - b. Aye- 6                      Abstain- 0
  - c. No- 0

B. Signature Cards- B. Myers- All have been processed

C. NYSEG Gas/Electric Easement for Owego School – B. Myers- NYSEG has requested use of IDA property to access the Owego Apalachin School District’s garage project.

Motion to execute the easement (J. Nolis, M. Sauerbrey)

Aye- 5                      Abstain- 0

No- 1 (T. Monell)

D. Damaged sign for industrial park – B. Myers

1. Repair or replace discussion- A. Weitsman had asked to update the sign so L. Tinney approached A. Weitsman to see if he would be interested in contributing the a new sign. L. Tinney did not get a solid response.

Motion to go forward with repairing sign if A. Weitsman is not interested in contributing (M. Sauerbrey, A. Gowan)

Aye- 6                      Abstain- 0

No- 0

E. Bill Woods Park Bench – L. Tinney- Purchase bench with plaque dedicated to W. Woods and place it at the historical society in Newark Valley.

**9. PILOT Updates**

A. PILOT fire tax bills have been sent

1. Except Best Buy. Need School tax rate
2. Received Tax Payments from Rynone, Tioga Downs, and Best Buy

B. PILOT Employee Surveys sent 1/22/2016

**10. Reports**

A. Railroads

1. Committee Report (T. Monell, K. Gillette) –B. Myers

- a. One more member need to be appointed

Motion to appoint M. Sauerbrey (K. Dougherty, T. Monell)

Aye- 6                      Abstain- 0

No- 0

b. Letter to W. Caloroso- Sent – L. Tinney

c. Fiber Poles - L. Tinney - D. Lecount of emergency management requested Railroad right-of-way between Rt-96 and corporate drive.

Purpose- To install additional poles for fiber optics. Owego Hartford (S. May) has no issue. Will be brought back to board when a formal easement is created.

B. Loan Program

1. Lenders Visits
2. USDA Loan Audit 2/9/2016

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

(M. Sauerbrey, T. Monell)

Aye- 6 Abstain- 0

No- 0

**12. Next Meeting – Wednesday, March 2, 2016**

**13. Adjourned: 5:28**

**Tioga County Industrial Development Agency  
EXECUTIVE SESSION MEETING AGENDA**

Date: 2/3/2016

Time 5:28

On a motion of M. Sauerbrey seconded by T. Monell, the Board of Directors went into Executive Session to discuss:

1. Acquisition of property.

Adjourned Time: 6:28 p.m.