



TCPDC

TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION

607.687.8260 | www.tiogacountyny.com | 56 Main St. Owego NY 13827

**Tioga County Property Development Corporation
Board of Directors Meeting
Wednesday, April 24, 2019 at 5:30 pm
Ronald E. Dougherty County Office Building
Economic Development & Planning Conference Room #201
56 Main Street, Owego, NY 13827
Agenda**

1. Call to Order
2. Attendance
 - a. Roll Call: M. Sauerbrey; R..Kelsey; M. Baratta; P. Ayres; S. Yetter, C. Brown and D. Astorina
 - b. Invited Guests: T. Saraceno, Cathy Haskell
3. Old Business
 - a. Appointment of two new board members, Christine Brown and David Astorina.
TC Legislature adopted resolutions appointing them.
Two resignations – Dale Weston and Lewis Zorn, new appointments are needed.
 - b. Approval of Minutes of January 17, 2019 Board of Directors Meeting.
 - c. Status of Board of Directors - **ABO Training** needed to meet mandatory requirements – If you have not completed, please register for next training session. There are openings for the May 1, 2019 session. Google ABO Online Board Member Training and registration can be completed. Completion of training still needed by Michael Baratta, Patrick Ayres, Christina Brown and David Astorina.
 - d. Status of Board of Directors – **Policy Review Attestation** – Was due prior to March 31, 2019. Needed from Michael Baratta and David Astorina. **Financial Disclosures** – Due prior to May 15, 2019, Needed from Patrick Ayres, Michael Baratta, Stu Yetter and David Astorina
4. New Business
 - a. ABO reporting has been completed for fiscal year ending 12/31/2018.
 - b. Profit & Loss Detail Report presented
 - c. Transfer of 12 properties from Tioga County to TCPDC was completed and deed filed on April 5, 2019
9 properties are set for demolition and 3 properties for possible rehabilitation once funds are made available.
 - d. TCPDC Insurance coverage was cancelled under Tioga County and new policies put in place on April 5, 2019
 - e. Confirmation gas, electric and water services shut offs is being made. Completion of shut off/sewer line cap off will be done for each demolition project by awarded demolition contractor.
 - f. Accounting services set up with Jan Nolis, CPA. QuickBooks has been initiated for recordkeeping
 - g. Legal services set up with Joseph Meagher, Esq
 - h. Requested 1st Quarter- 2019 funding for \$93,957.00 received from Enterprise Community Partners, Inc.
 - i. Discussion of 2nd Quarter -2019 Disbursement Request to Enterprise Community Partners, Inc.
 - j. Discussion of request regarding 58 Whig Street, Newark Valley property
 - k. Discussion of request for removal of historic elements from Waverly properties to be demolished
 - l. Discussion of change in status of Executive Director position
 - m. Discussion of Process/Bid Submittals and Awards for 9 Demolition Projects in Waverly (6) and Owego (3)
Resolution #1 – 2019 Demolition Projects and Asbestos Abatement, Air Sampling, Lab Analysis/Project Monitor Visual Inspection Services
5. Chairman's Remarks
6. Next Regular Meeting – Wed., July 24, 2019 at 5:30 pm.
7. Adjournment

A PARTNER OF

TEAM TIOGA