



Tioga County Industrial Development Agency
March 1, 2023 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Meeting Minutes

I. Call to Order and Introductions: Ms. Ceccherelli called the meeting to order at 4:31 pm.

II. Attendance

IDA Board Members
Roll Call: J. Ceccherelli, K. Gillette (arrived at 4:36), T. Monell, J. Ward, E. Knolles, M. Townsend
Excused: M. Sauerbrey
Guests: C. Curtis, M. Schnabl, J. Meagher

III. Privilege of the Floor: None

IV. Approval of Minutes

A. February 1, 2023 Regular Meeting Minutes

Motion to approve February 1, 2023 Regular Meeting Minutes, as written. (J. Ward, E. Knolles)

Aye – 5 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. (J. Ward, T. Monell)

Aye – 5 Abstain – 0
No – 0 Carried

VI. ED&P Update: L. Tinney

A. Report: Ms. Tinney provided the following update to the board:

- The Village of Owego DRI projects continue to move forward. The current call for projects for remaining DRI funds is due March 10.
The New York Main Street project on North Ave is nearing completion.
The Neighborhood Depot project received bids for construction and demolition.
The town houses at Owego Gardens II are complete. Home Leasing has received 175 applications from prospective residents. They are currently vetting them, and some tenants are expected to move in this week. The county has taken over Belva Lockwood Lane.
The New York Main Street project in Candor continues to move forward.



- The Village of Waverly received \$4.5 million in New York Funding.
- The broadband project in the Town of Nichols continues to move forward.
- The Town of Owego has been in talks with Southern Tier Network about the possibility of extending broadband to the southside of Owego.
- Snowmobile grants are ongoing.
- Leadership Tioga is ongoing.
- The department assisted with the planning of the Chamber’s economic forum event.
- Planning has received two 239 reviews for this month.
- The department has received verbal confirmation that they will be awarded ARC grant funds for the County strategic plan work.
- The department is helping with work on the hazard mitigation plan. A consultant has just been chosen for the project.
- Workforce Development activities continue to move forward. S. Lanning recently helped with the Waverly job far.
- The Land Bank continues to wait for an appraisal on the Temple and Liberty Street properties. Their house rehabilitation project with the Owego Apalachin School District continues to move forward.
- The department is working with potential applicants for the open ESD capital grant, which is due April 14.

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

A. Owego Gardens II: Ms. Curtis reported that she met with Fagan and Veolia regarding the developer agreement finalization. It is anticipated that the IDA will receive an over \$400,000 reimbursement from Veolia, which includes a reimbursement for the meter pit relocation.

1. Updated Project Cost Spreadsheet: A \$40,000 payment was made to Fagan and \$8,000 to IK systems for the security system installation in February. The remaining outstanding items include payments to Robinson for work that will be done in the spring, and payments that need to be made to Veolia.

VIII. New Business: C. Curtis

IX. Committee Reports: C. Curtis

A. Public Authority Accountability Act (PAAA)

1. Audit Committee Report: M. Townsend, E. Knolles, J. Ward
 - a. No report
2. Governance Committee: J. Ceccherelli, M. Townsend, E. Knolles
 - a. No report
3. Finance Committee: J. Ceccherelli, M. Townsend, J. Ward
 - a. Authorized Signers

Motion to approve Mari Townsend as an authorized signer. (T. Monell, J. Ward)

Aye – 6	Abstain – 0
No – 0	Carried

The finance committee advised that three Certificates of Deposit be cashed in, and open new ones at Community Bank.



- 4. Loan Committee: 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 - \$192,816.17/Authorized \$524,194
- 2. RB Robinson - \$36,231.89/Authorized \$55,990
- 3. Statewide Aquastore Inc. - \$17,036.71/Authorized \$35,712.80

B. Best Buy

1. Resolution: The proposed resolution would move 20% annually of Best Buy’s total taxable amount from roll section 8 to roll section 1 over a five-year period. This is being proposed to ease the burden on the Owego Apalachin School District’s large tax levy increase that would happen if all 100% of the taxable amount was moved over to roll section 1 due to the expiration of the Best Buy PILOT. L. Tinney and C. Curtis are working with Best Buy to see if to see if they approve of this agreement.

Motion to approve the resolution authorizing the moving 20% of Best Buy’s taxable amount from roll section 8 to roll section 1 annually over a five-year period. (T. Monell, E. Knolles)

Aye – 6	Abstain – 0
No – 0	Carried

XI. Grant Updates: C. Curtis

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

- 1. Approved; Contract Executed

B. ARC Grant Application – Engineering Design Lounsberry Industrial Hub Buildings

- 1. Grant approved – Contract forthcoming

C. ESD Grant Application – Municipal Water Extension to Raymond Hadley

- 1. Approved; Contract Executed

D. ESD Water Tank – ESD AB017

- 1. Reimbursement process in progress

XII. Motion to move into Executive Session at 4:50 pm pursuant to Public Officers Law Section 105 to discuss financial and personnel matters. (K. Gillette, J.Ward)

Motion to adjourn executive session at 5:25 pm. (K. Gillette)

Motion to adjust L. Tinney’s stipend to \$2,125 monthly, effective immediately. (E. Knolles, K. Gillette)

Aye – 6	Abstain – 0
No – 0	Carried

XIII. Next Meeting: Wednesday April 5, 2023



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

XIV. Adjournment: Mr. Monell motioned to adjourn the meeting at 5:30 pm.