



**Tioga County Industrial Development Agency
June 7, 2023 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Regular 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, T. Monell, J. Ward (arrived at 4:35), M. Townsend
 - Excused: M. Sauerbrey, E. Knolles
 - Guests: C. Curtis, M. Schnabl, J. Meagher

 - III. **Privilege of the Floor:** None

 - IV. **Approval of Minutes**
 - A. May 3, 2023 Regular Meeting Minutes
 - Motion to approve May 3, 2023 Regular Meeting Minutes, as written. (T. Monell, K. Gillette)**

Aye – 4	Abstain – 0
No – 0	Carried
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- V. **Financials**
 - A. Balance Sheet
 - B. Profit & Loss
 - C. Transaction Detail
 - D. Accounts Receivable
 - Motion to acknowledge the financials, as presented. (J. Ward, T. Monell)**

Aye – 5	Abstain – 0
No – 0	Carried
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- VI. **Project Updates: C. Curtis**
 - A. Owego Gardens II: Mr. Curtis reported that Robinson and Fagan had a meeting to go over final punch list items. She also reported that the property transfer is not yet complete. Mr. Gillette inquired about the occupancy rate of the apartments, Ms. Curtis is going to look into finding out.
 - B. Local Meat Capacity Grant - [Local Meat Capacity Grant \(Local MCap\) | Agricultural Marketing Service \(usda.gov\)](#): Ms. Curtis reported that the IDA is not an eligible applicant for the USDA Local Meat Capacity Grant, and that the processing business themselves must be the applicant. She will continue to provide technical assistance to two local processors for their application.
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- VII. **New Business: C. Curtis**



- A. Sales Tax Exemption Application
- B. 2023 TCIDA DRI VOO Multi-site Program
Bruce Nelson Application
OHPC Certificate of Appropriateness

Ms. Curtis reported that Mr. Meagher approved of the format and verbiage of the new Sales Tax Exemption Application. Ms. Curtis shared the application with the ED&P team so that they could share it with the contacts for their projects. B. Nelson, who is currently working on a DRI project in the Village of Owego, submitted an application for the sales tax exemption. Ms. Curtis reviewed Mr. Nelson’s scope of work for his project with the board. Mr. Nelson requested a sales tax exemption of \$34,320 based on an estimated value of taxable items for the project of \$429,000. The board agreed to approve the application.

Motion to approve the resolution authorizing sales tax exemption for B. Nelson’s project at 231 Main Street in the Village of Owego, in the amount of \$34,320. (T. Monell, K. Gillette)

Aye – 5 Abstain – 0
No – 0 Carried

- C. Lenders Roundtable: Ms. Curtis reported that she is working with ED&P and the Tioga County Chamber on planning a Lenders Roundtable event to be held in August. Ms. Curtis requested the board contribute \$115 for food for the event.

Motion to authorize the spending of \$115 for the Lenders Roundtable Event. (T. Monell, K. Gillette)

Aye – 5 Abstain – 0
No – 0 Carried

VIII. 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. No report
 - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles
 - a. No report
 - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 - a. None

Ms. Curtis reported that she and L. Tinney met with the marketing representative from RJ Corman to discuss the topic of getting more businesses to use the rail line. Board discussion ensued regarding businesses not using the rail line, and reasons why many do not use the rail line.

IX. 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
- B. CNYOG – purchased by KinderMorgan, Inc.



X. 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; Study in Progress by Larson Design Group
- B. ARC Grant Application – Engineering Design Lounsberry Industrial Hub Buildings
 - 1. Approved – Contract Executed
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
 - 1. Approved; Contract Executed; Study in Progress by Larson Design Group
- D. ESD Water Tank – ESD AB017
 - 1. Reimbursement request & final documentation submitted

XI. Next Meeting: Wednesday July 12, 2023

XII. Adjournment: Mr. Monell motioned to adjourn the meeting at 4:52 pm.