



Tioga County Industrial Development Agency
December 1, 2021 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Hubbard Auditorium, 1st Floor
Meeting Minutes via Zoom

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, M. Sauerbrey, J. Ward, E. Knolles, A. Gowan, T. Monell

Excused:

Guests: C. Curtis, M. Schnabl, J. Meagher, L. Tinney

III. Privilege of the Floor: None

IV. Approval of Minutes

A. November 3, 2021 Regular Meeting Minutes

Motion to approve November 3, 2021 Regular Meeting Minutes, as written. (M. Sauerbrey, A. Gowan)

Aye – 7

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, A. Gowan)

VI. ED&P Update: L. Tinney

- Ms. Tinney reported that the County Legislature has approved the Education Workforce Coordinator position as a county position, meaning the employee will not be a contract employee of the IDA. She noted that the interview process has started for this position.
The department is working on a lead for a company looking to locate in the county.
The properties located on Temple and Liberty Streets in the Village of Owego involved with the INHS project are expected to be demolished in the coming weeks. The project is still awaiting approval from the Village Planning Board. It is expected that the Village Board will be appointing a new Planning Board member at their next meeting so that the project can be voted on.



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

**A. Owego Gardens II**

**1. Updated Project Cost Spreadsheet**

Ms. Curtis noted that a payment has been made to Aquastore. A withdrawal was made from the ICS account to the checking account to cover the cost of the payment. Gorrick has made sure that the IDA portion of the property has been graded and the soil is in a proper state.

Ms. Tinney noted that the installation of the water system is in the final stages. An agreement has been made on how to supply power to the tank. There may be a change order for getting the electric line to the tank. Ms. Tinney will be meeting on Friday with Suez to get final prices on miscellaneous costs. She also reported that Home Leasing will be doing a phased leasing of the properties. They are hoping to start leasing the upper townhouse properties by May 2022. Work continues to be done on the townhomes and apartments.

**B. Lounsberry Power Study**

Ms. Curtis noted that the final report has yet to be received.

**VIII. New Business: C. Curtis**

**IX. Committee Reports: C. Curtis**

**A. Public Authority Accountability Act (PAAA)**

**1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward**

a. No report

**2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles**

a. 2022 NYSEDC Economic Development Conference – C. Curtis Attendance

**Motion to approve C. Curtis’ attendance at the 2022 NYSEDC Economic Development Conference January 18-20, 2022. (A. Gowan, T. Monell)**

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

b. Ron Dougherty

Ms. Curtis noted the passing of Ron Dougherty and all that he contributed to Tioga County.

c. Sexual Harassment Prevention Training

**3. Finance Committee: J. Ceccherelli, A. Gowan, J. Ward**

a. No report

**4. Loan Committee: S. Thomas, A. Gowan, R. Kelsey, K. Dougherty, D. Barton, J. Ward, E. Knolles**

a. Loan Site Visits & Employment Verification

**5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell**

a. Revenue Report

Ms. Curtis noted that the revenue is up about 30% from last year.

**X. PILOT Updates: C. Curtis**

**A. Sales Tax Exemptions Update:**

- 1. Owego Gardens II – Home Leasing - \$48,032.50/Authorized \$524,194
- 2. RB Robinson - \$25,887.79/Authorized \$55,990
- 3. Statewide Aquastore Inc. - \$11,650.61/Authorized \$17,856.40



**XI. Grant Updates: C. Curtis**

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

**XII. Motion to move into Executive Session at 4:45 pm to discuss financial matters and property acquisitions pursuant to Public Officers Law Section 105. (K. Gillette, M. Sauerbrey)**

**Motion to adjourn Executive Session at 5:25 pm.**

**Motion authorizing the agency to enter into an agreement to purchase the Rizzuto property for an amount not to exceed \$79,220. (T. Monell, M. Sauerbrey)**

<b>Aye – 7</b>	<b>Abstain – 0</b>
<b>No – 0</b>	<b>Carried</b>

**XIII. Next Meeting: Wednesday January 5, 2022**

Ms. Curtis noted that the annual meeting will be held before the regular January board meeting, starting at 4:15.

**XIV. Adjournment – Mr. Monell motioned to adjourn the meeting at 5:28 pm.**