

**Tioga County Industrial Development Agency
Board of Directors
Minutes
September 3, 2014**

1. Call to Order and Introductions – the meeting was called to order by the Chair, R. Kelsey at 5:31 p.m.

2. Attendance

A. IDA Board Members

1. Roll Call

a. Present: R. Kelsey , A. Gowan, T. Monell , K. Dougherty and R. Case

b. Absent: none

c. Excused: W. Woods

B. Guests: K. Gillette, A. Rinko - Morning Times, C. Haskell, L. Tinney, and R. Fiato

3. Privilege of the Floor - None

4. Correspondence

Gerri Wiley FOIL Request

1. Request – PILOTs granted to Gas Companies in Tioga County

2. Acknowledgement

3. Approval

5. Lounsberry South Sanitary Sewer Project

6. Acknowledge D. Daniels resignation from board effective August 6, 2014

7. Resolution recognizing Dean Daniels four (4) years of dedicated service to Tioga County

Motion to recognize Dean’s years of service (R. Case, T. Monell)

Aye: 4

Abstained: 0

Nay: 0

Carried

K. Dougherty arrived at 5:35 p.m.

8. Approval of Minutes (T. Monell/ R. Case)

Aye: 5

Abstained: 0

Nay: 0

Carried

9. Financial Report

A. Reports

1. Balance Sheet

2. Profit & Loss

3. Transaction Detail

Motion to acknowledge the financial statements (A. Gowan/R. Case)

Aye: 5
Nay: 0

Abstained: 0
Carried

10. Board Seat(s) Discussion

1. Esther Woods – The Tioga County Legislature adopted a resolution appointing Esther Woods on the IDA effective October 1, 2014
2. Potential open board seat – Ms. Fiato spoke with Bill Woods and he has indicated that he is ready to get off the board. The recommendation to replace Mr. Woods will be presented at next Tioga County Economic Development & Planning committee and then approval to the full legislature in October

11. Project Updates

- A. E-Site Development Project Update
 1. E-Site Timeline Update
 2. D’Attilio Update
 3. Home Leasing, LLC site visit update - The Gardens at Gananda, Macedon, NY - August 20, 2014 - LT went to Village of Owego board meeting on 9/2; will need height variance
 4. Eddy Village Green site visit update – Cohoes, NY - August 26, 2014
 5. E-Site Brush hogging update
- B. Lockheed Martin Closing Date

12. Old Business

- A. Public Authority Accountability Act
 1. Audit Committee Report (R. Kelsey, A. Gowan, K. Dougherty)
 - a. Preparing the 2018 proposed budget per the ABO (A. Gowan, R. Kelsey, K. Dougherty)
 2. Governance Committee Report (R. Kelsey, W. Woods, D. Daniels)
 - a. Will need to select a new Secretary to replace D. Daniels – Motion to appoint Raymond Case as Secretary (A. Gowan/K. Dougherty) 5 Ayes, Carried
 - b. Modify all bank signature cards – Motion to modify all bank signature cards (T. Monell/K. Dougherty) 5 Ayes, Carried
 - c. Will need to select new committee member to replace D. Daniels on Railroad Committee and Governance Committee – appointment will be done at a later board meeting
 - d. Governance committee – Motion to appoint Aaron Gowan to the Governance Committee until new board members are appointed to the IDA board (T. Monell/R. Case) 5 Ayes, Carried
 - e. Review and Recommendation from Governance Committee - R. Fiato’s evaluation and 2015 salary
 3. Finance Committee Report (R. Kelsey, A. Gowan, W. Woods) – Renew two CDs at .45% for 12 months; per previous approval, transferred \$159,000 into general fund to pay for Lounsberry South Sanitary Sewer project

13. PILOT Updates

- A. Sent out Town & County PILOT Projections for 2015 to IDA Projects – August 15, 2014
- B. Begin sending out School District PILOT bills for 2014-2015 year to IDA Projects

14. Reports

- A. Railroads
 - 1. Committee Report (T. Monell, R. Case, D. Daniels, W. Caloroso)
- B. Loan Program
 - 1. Double Aught Lumber – HUD loan closing on 8/28/2014
 - 2. Tot’s Learning Center – paid off loan on 8/11/2014
 - 3. Tazco Foods IRP #3 – paid off loan on 8/19/2014
 - 4. Assist VEDA with bridge loan for JTM Enterprises

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

Motion to move into Executive Session at 6:20p.m. pursuant to Public Officers Law Section 105 (T. Monell/K. Dougherty)

Exit Executive Session at 6:50p.m. (T. Monell/K. Dougherty)

Motion to approve R. Fiato’s salary by 3% salary effective 1/1/2015, contribution toward insurance premium percentage to remain the same. (T. Monell/R. Case)

Aye: 5	Abstained: 0
Nay: 0	Carried

Motion to approve C. Haskell’s monthly compensation from \$590 to \$610 effective 1/1/2015 (T. Monell/R. Case)

Aye: 5	Abstained: 0
Nay: 0	Carried

16. Next Meeting – Wednesday, October 1, 2014

17. Adjourned – R. Kelsey adjourned the meeting at 6:51 p.m. (R. Case/A. Gowan)

Attachments:

- FOIL Request
- Dean Daniels resignation
- Resolution recognizing D. Daniels years of service
- August DRAFT Minutes
- August Financial Report
- E-Site Development Timeline
- D’Attilio Progress Report
- Progress Report – Delta Engineers; 2 Draft Layout Designs

EXECUTIVE SESSION MEETING AGENDA
Tioga County Industrial Development Agency

Date: 9/3/2014

Time: 6:20 p.m.

1. Late Notices

A. Palmer House	(14)
Past Due Amount including late charges	\$ 15,326.54
Regular Payment	\$ 1,060.66
Unpaid Principal Balance	\$ 79,539.02
Date last payment received	10/8/2013

2. Past Due %

January	30%	(209,818/708,135)
February	30%	(209,618/691,317)
March	31%	(209,418/686,348)
April	31%	(209,218/677,644)
May	31%	(209,018/664,031)
June	24%	(140,991/590,873)
July	24%	(140,590/577,633)
August	29%	(140,590/487,567)

3. Middendorf Litigation

Need Update from Joe

Larrabee Purchase Agreement

Sale of Village of Waverly Property to Rynone

4. Adjourned