



**Tioga County Industrial Development Agency
March 2, 2016 • 4:30 p.m. • Ronald E. Dougherty County Office Building
56 Main Street, Owego, NY 13827**

Minutes

1. Call to Order and Introductions

Vice Chairperson K. Dougherty called the meeting to order at: 4:32

2. Attendance

A. IDA Board Members

1. Roll Call: R. Kelsey, A. Gowan, T. Monell, K. Gillette K. Dougherty, J. Nolis, and M. Sauerbrey
 - a. Absent:
 - b. Excused: R. Kelsey

2. Guests:

B. Myers, L. Tinney, C. Haskell, J. Meagher, J. Bellis, E. Hartman, and A. Renko

3. Privilege of the Floor- None

Approval of Minutes –

1. January 6, 2016 Loan Committee Minutes

Motion to approve minutes(T. Monell, J. Nolis,)

Aye- 6 Abstain- 0

No- 0

2. January 6, 2016 Audit Committee Minutes

Motion to approve minutes (T. Monell, M. Sauerbrey)

Aye- 6 Abstain- 0

No- 0

3. February 3, 2016 Regular Meeting Minutes

Motion to approve minutes (A. Gowan, M. Sauerbrey)

Aye- 6 Abstain- 0

No- 0

4. Motion to affirm email votes:

A. Internal Controls Officer Agreement 2/8/2016

Motion to affirm email vote (T. Monell, K. Gillette)

Aye- 6 Abstain- 0

No- 0

B. Larson Design Group for Engineering and Oversight of the WWTP Contract 2/9/2016

Motion to affirm email vote (M. Sauerbrey, A. Gowan)

Aye- 6 Abstain- 0

No- 0

C. URI Letter of support for the Farview Farms application 2/11/2016.

Motion to affirm email vote (T. Monell, M. Sauerbrey)

Aye- 5 Abstain- 1- K. Dougherty

No- 0

5. Project Updates

A. Crown Cork & Seal USA, Inc. – L. Tinney

1. Update - They are moving along. Steel structure is up.
2. Motion to approve NYSEG easements- Upon J. Meagher's review the easements are appropriate.

Motion to execute easements (T. Monell, A. Gowan)

Aye- 6 Abstain- 0

No- 0

3. Larson Design Group – J. Bellis

- a. WWTP Update – 50% of the engineering drawings are completed. WWTP on schedule. Drawings are well ahead of 50%. There were concerns with emergency power, but existing generators will be fine. The construction estimate will be available by April meeting. Town of Nichols will be provided with the drawings.
- b. Water update: More information forthcoming. Water must be supplied by February/March 2017.

B. Tioga Downs Racetrack, LLC – L. Tinney

1. Update- Building structures are being built; this is for the casino floor expansion and restaurant. PILOT closing is forthcoming.

C. Owego Gardens Project Update - L. Tinney

1. Update- Construction is ongoing; they are working on the second story of the building. Working out issues with water supply. Construction is ahead of schedule.

D. FedEx Project – L. Tinney

1. Update- The land sale has closed. PILOT closing forthcoming.

a. Roadway Quote – The IDA Board agreed to have K. Del Bianco review the proposal before committing.

E. Midwestern Pet Foods – L. Tinney

1. PILOT Closed 2/23
2. Agency Fee was issued 2/24

6. Financial Report

A. Reports

1. Balance Sheet
2. Profit & Loss

3. Transaction Detail - The large transactions are directly related to the County, Town, and Recycle PILOT payments made in February.

Motion to acknowledge financial reports (A. Gowan, M. Sauerbrey)

Aye- 6

Abstain- 0

No- 0

7. Old Business

A. Public Authority Accountability Act

1. Audit Committee Report (R. Kelsey, K. Dougherty, J. Nolis)
 - a. 2015 Piaker and Lyons Audit- met with Angelo and Marisa, pending approval based on J. Nolis' suggestions.

Motion to approve, subjected to changes that are accepted by the audit committee (T. Monell, M. Sauerbrey)

Aye-6

Abstain- 0

No- 0

2. Governance Committee Report (R. Kelsey, K. Dougherty, J. Nolis)
 - a. None
3. Finance Committee Report (R. Kelsey, A. Gowan, K. Gillette)
 - a. None

B. Damaged sign for industrial park – B. Myers

1. Anticipating to begin work week of 2/29

C. Bill Woods Park Bench – L. Tinney

1. \$20 board member contribution – Collected amount from all board members.

D. ESD Grant for E-Site – J. Meagher recommends the grant agreement.

Motion to approve grant agreement (T. Monell, M. Sauerbrey)

Aye-6

Abstain- 0

No- 0

E. Clawbacks Policy Review – J. Meagher – reviewed the policy and compared it to the new general municipal law. The policy fairly comports. Suggestions may be forthcoming.

8. PILOT Updates

A. All PILOT bills (County, Recycle, Towns) have been paid with the exception of Best Buy

9. Reports

A. Railroads

1. Committee Report (T. Monell, K. Gillette)
 - a. Fiber Poles Easement - L. Tinney/J. Meagher is working with j. Quigley on this easement
 - b. Insurance Policy Renewed 2/27
2. Railroad Grant

B. USDA Loan Audit Rescheduled for 3/3/2016

a. Loan Program – B. Myers – 2016 USDA Loan program budgets to be approved after audit.

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

Motion into executive session to discuss the financial compensation of a particular employee (T. Monell, M. Sauerbrey)

Aye-6 Abstain- 0

No- 0

Enter executive session at 5:30 p.m.

Exit Executive Session at 5:55 p.m. (A. Gowan, T. Monell)

Resolution to increase the yearly salary of Bryant Myers from \$45,000 to \$47,500 effective 3/02/2016 (A. Gowan, M. Sauerbrey)

Aye-6 Abstain- 0

No- 0

11. Next Meeting – Wednesday, April 6, 2016

12. Adjourned 6:01 p.m.