



**Tioga County Industrial Development Agency
November 6, 2024 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Minutes**

Call to Order and Introductions: 4:32 pm

Attendance

- A. IDA Board Members
 - 1. Roll Call: J. Ward, T. Monell, E. Knolles, M. Townsend, B. Evanek, M. Sauerbrey, K. Gillette
 - 2. Excused:
 - 3. Guests: B. Woodburn, C. Yelverton, J. Meagher, Haig McNamee

Privilege of the Floor:

- A. Farrell, Assistant Superintendent of OACSD
 - a. CNYOG Pilot: Farrell discussed the CNYOG Pilot and how it affects the OACSD.. Farrell explained the state’s tax cap formula, PILOT payments must be subtracted from a districts tax cap calculation. The tax levy cap is 2%. With CYNORG being the largest pilot, it will negatively affect the tax year of 2026-2027 if it is put back on the tax roll, causing a perceived tax levy increase to 19.3% (3.1 million dollars). As a result, the school would have to pass a budget 19.3% higher and could upset the public. B. Farrell discussed how adding CNYOG back on the tax roll over the course of 10 years would allow for the tax levy to be 2% (\$300,000) per year. The board requested CNYOG to discuss with their financial advisor how the pilot would affect the Town of Owego. The CNYOG Pilot ends in 2026.

Approval of Minutes

- A. October 2, 2024

Motion to approve October 2, 2024, Regular Board Meeting Minutes as written. (E. Knolles, T. Monell)

**Aye-6
Abstain - 0
No - 0
Carried**

Financials



- A. Balance Sheet
- B. Profit & Loss
- C. Transaction Detail

Motion to acknowledge financials, as presented. (E. Knolles, T. Monell)

Aye - 6
Abstain - 0
No - 0
Carried

ED&P Update

- A. B. Woodburn: B. Woodburn discussed the progress of the DRI projects. 3 out of 10 projects have been completed and it is anticipated that all projects minus one, will be completed by summer. One project has seen no movement and if they do not start the project the state might withdraw their grant funds. An extension to June will be requested.

New Business:

- A. Façade Loan Application- J. Ward discussed that the Loan Committee met to review the façade application. The applicant is Coughlin and Gerhart's Realty business, COIF Realty. The loan request is \$20,000. There is no personal guarantee however, the company has healthy financials, and has a very strong application. The IDA would take the 2nd mortgage on the property after STREDC. The Loan committee recommended approval of the loan. The most recent façade loan was closed and currently there are no other active façade loans with the IDA.

Motion to approve façade loan application of \$20,000 with COIF realty, that was recommended by the Loan Committee (E. Knolles, T. Monell).

Aye - 6
Abstain - 0
No - 0
Carried

- B. Community Bank- Corporate Authorization Resolution Form. J. Ward discussed that the original form signed was rejected by the bank and a new form would need to be signed. The form was passed out to be signed by the required board members.
- C. Lounsberry-Site Engineering Proposals- Received 3 proposals. J. Ward asked B. Woodburn for the comparison of proposals. B. Woodburn discussed that the ED&P planning director, E. Jardine and C. Yelverton reviewed the proposals received. Hunt and Fagan are comparable, the only difference is Hunt does not use new drone technology. Major Engineering



has a smaller team and did not have as much experience compared to Fagan and Hunt for similar projects. J. Ward asked the board if they would like more time before making a decision or would be comfortable making a decision today. The board was comfortable making a decision.

Motion to authorize entering contract with Hunt Engineers for the Lounsberry Industrial Area Expansion Engineering Proposal (E. Knolles, K. Gillette)

Aye - 6
Abstain - 0
No - 0
Carried

- D. Railroad crossings in Richford- Received a concern from DOT that two areas on the railroad in Richford are in poor condition and hazardous. M. Sauerbrey said that it was brought to her attention that a community members plow had been getting stuck on the railroad and was asked to inform the board. The community member tried to repair it, however they think it is still hazardous. J. Ward said that RJ Corman is looking into the concern.
- E. Lehigh Valley Ray Shaver Depot: Provided annual final report for 2024.
- F. ABO Board Member training: Board members are required to complete training every 3 years.

Old Business:

- A. Harold Swartwood has paid \$500 in total towards annual lease payment and owes \$100.
- B. A 5-year Lease agreement extension was approved for N. Emmick (Oct.). Lease was signed and provided to N. Emmick.

Committee Reports:

- A. Public Authority Accountability Act (PAAA)
 - 1. Audit Committee Report: E. Knolles (Chair), J. Ward, B. Evanek
 - 2. Governance Committee: J. Ward (Chair), M. Townsend, E. Knolles. Scheduled to meet before the next board meeting, to review policies.
 - 3. Finance Committee: J. Ward (Chair), M. Townsend, K. Gillette. Need to meet before end of year to review CD's.
 - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, B. Evanek, J. Lavo
 - Loan Committee recommends to approve façade application for \$20,000 for COIF Realty
 - STREDC: B. Myers resignation- The IDA has a contract with STREDC to help with underwriting, however B. Myers has resigned. IDA will complete underwriting with no assistance for the time being.
 - VEDA: Application process. The IDA has an agreement with VEDA that allows VEDA to use the IDA's loan application for their program and the IDA assists with underwriting and makes the final loan



approval decision. J. Ward discussed updating the agreement to exclude the IDA making the final approval, since the funding is through VEDA.

5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell. No update.

6. Public Relations Committee: B. Woodburn, M. Sauerbrey, T. Monell.

PILOT Updates:

A. Sales Tax Exemptions Update:

1. Best Bev LLC - \$4,294,907.04 (May)/Authorized \$5,200,000 (Oct.)
2. 231 Main LLC - \$13,360.91 (September)/ Authorized \$34,320 - Will provide an update for October in 2 weeks.
3. SEASON II LLC - \$10,475.58 (May)/ Authorized \$17,942. J. Meagher wrote Bill of Sale which will return the machinery and equipment to Season II and close out their sales and use tax exemption with the Agency. Copy of Bill of Sale was sent to Season II.
4. Arteast Café LLC - \$16,954.25 (August)/ Authorized \$24,000
5. Navo Properties LLC - \$1,826.11 (September)/ Authorized \$2,728 - Sales Tax Exemption Agreement was extended to 10/4/2025.

B. Spencer Tioga solar PILOT - J. Meagher provided e-mail to ABO

C. School PILOT bills - Sent out the 1st week in September. All checks have been received except for Best Buy.

E. Kinder Morgan (CNYOG) request to extend PILOT

G. Suneast Solar Pilot- Resolution was approved in October for Suneast to pay the portion of the agencies fee of \$192,326, and the balance due of \$274,501. Closing in process with J. Meagher's office. J. Meagher is waiting to hear back from the owner.

Project Updates:

A. Railroad ROW 3 buildings

- a. LCP completed demolition. B. Wunder has had a lease since 1994 for vacant land. The lease ended at the end of 1994 and has been month to month since. The only information on the lease is that it is for vacant land and there is a survey from 1950. J. Ward discussed updating the lease. There was a shed on the property, which was demolished, however the lease does not include a shed being on the property. B. Warner notified the board that his shed was demolished.

Grant Updates:

A. NYS Division of Homeland Security & Emergency Services-Richford Railroad. We have received an invoice, and the study will be completed in the next couple weeks.

B. USDA RBDG and ARC Grant - Engineering Design Lounsberry Industrial Hub - RFP issued 9/12/2024

1. Received 3 proposals

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

1. Reimbursement request for \$23,650 in process.

D. USDA Local Meat Capacity Grant - Reed Brook Meats application 7-14-23 - Requested update 9/12/2024. Reed Brook Meats has closed. More information to come regarding the application.



- E. Water Quality Improvement Plan- Blodgett Road; S&W 2025 start
- F. USDA IRP Loan Application – Requested update 9/12/2024
 - 1. Letter of Conditions package forthcoming. No update.
- G. USDA Equipment Purchase Grant Application- Guidelines, lease agreement and application are drafted. J. Ward requested a meeting with the Loan Committee to be scheduled to go over the draft program materials.

Motion to move into Executive Session at 5:45 pm pursuant to Public Officers Law Section 105 to discuss personnel matters (K. Gillette, E. Knolles).

Motion to adjourn executive session at 5:57 pm (M. Sauerbrey).

Next Meeting: Wednesday December 4, 2024

M. Townsend Motioned to adjourn meeting at 6 pm.