



Tioga County Industrial Development Agency
February 7, 2024 – 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: Mr. Ward called the meeting to order at 4:35 pm.
II. Attendance
IDA Board Members
Roll Call: J. Ward, M. Sauerbrey, T. Monell, E. Knolles, M. Townsend
Excused: K. Gillette
Guests: C. Curtis, M. Schnabl, J. Meagher, L. Tinney, B. Woodburn
III. Privilege of the Floor: Steve Rowe, Larson Design Group, via Video: Mr. Rowe updated the board on the studies that Larson Design Group are working on: the municipal water extension to Raymond Hadley study, and the Richford Railroad study.
IV. Approval of Minutes
A. January 3, 2024 Regular Meeting Minutes
Motion to approve January 3, 2024 Regular Meeting Minutes, as written. (T. Monell, M. Sauerbrey)
Aye – 5 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. (E. Knolles, T. Monell)
Aye – 5 Abstain – 0
No – 0 Carried
VI. ED&P Update: B. Woodburn: Ms. Woodburn updated the board on the Economic Development & Planning Department strategy, and the staffing plan for the future of the department going forward.



VII. New Business: C. Curtis

- A. Enterprise Products Partners (Harford; Gas): Ms. Curtis is pursuing communication with Enterprise Products Partners, who is located along the IDA railroad in Harford, to see if they have any interest in using the rail, or if they are open to leasing their vacant land to a business that would use the rail line.

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. Ward, M. Townsend, E. Knolles

- a. Recommend appointing Jim Lavo, VFCU, to TCIDA Loan Committee

Motion to approve the appointment of Jim Lavo to the TCIDA Loan Committee. (T. Monell, M. Sauerbrey)

Aye – 5 Abstain – 0
No – 0 Carried

- 3. Finance Committee: E. Knolles, M. Townsend, J. Ward

- a. No report

- 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, M. Townsend

- a. Affirm TCIDA Board Vote: Approval \$40,000 IRP Loan: Peyper Fields LLC

- 1. Loan Summary

Motion to affirm email vote to approve \$40,000 IRP Loan for Peyper Fields LLC. (M. Sauerbrey, T. Monell)

Aye – 5 Abstain – 0
No – 0 Carried

- b. REAP Lease Program: In the past, REAP has administered an equipment lease program through the USDA via a Rural Business Development Grant (RBDG). However, REAP currently does not have the capacity to continue the equipment lease program, and is looking for support from the IDA to keep the program going. REAP would be looking for support by using the IDA loan committee to review applications, or for the IDA to be the applicant for the program themselves. The application for the RBDG is due at the end of February. The program is reimbursable. Board discussion ensued regarding the IDA taking over administration of the program. The board was agreeable to being the applicant for the RBDG equipment lease program.

Motion to authorize the IDA to apply for a USDA Rural Business Development Grant, not to exceed \$100,000, for an equipment lease program. (T. Monell, M. Townsend)

Aye – 5 Abstain – 0
No – 0 Carried

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

- a. No report

IX. PILOT Updates: C. Curtis

- A. Sales Tax Exemptions Update:



1. Best Bev LLC - \$2,218,467.04 (as of December 2023)/Authorized \$2,242,066.00: Best Bev has hit their authorized limit, and may ask for another increase in their sales tax exemption. Ms. Curtis has requested a letter from Best Bev indicating their new totals.

- 2. 231 Main LLC – \$320.85/ Authorized \$34,320
3. SEASON II LLC - \$4,289.94/ Authorized \$17,942
4. Arteast Café LLC - \$0/ Authorized \$24,000
5. Navo Properties LLC - \$874.08/ Authorized \$1,128

B. Altus Power Renewable Energy – purchased Spencer-Tioga Solar project: Mr. Meagher will be discussing transferring the PILOT agreement from Spencer-Tioga Solar to Altus Power Renewable Energy.

X. Project Updates: C. Curtis

A. Hydrant agreement dissolution: Now that the County has officially taken over Belva Lockwood Lane, the hydrants along the roadway are being transferred to the Village of Owego’s public hydrants. The IDA’s semi-annual payments for the hydrants are now ending, and Veolia will send the IDA a prorated refund for the payments that have already been made.

XI. Grant Updates: C. Curtis

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

- 1. Larson Design Group contract: April 2024 completion date projected

B. ARC Grant Application – Engineering Design Lounsberry Industrial Hub Buildings

- 1. Hunt: The scope of work has been revised to look at whether two 40,000 square feet buildings would be feasible on the site, or what options would be best for the site. This scope of work would cost \$45,000. Another quote was obtained for the topographic survey, and the geotechnical work will be completed at a later time.
2. Williams & Edsall topographic survey, quote for \$4,200.

Motion to authorize contract with Hunt Engineers for \$45,000 for the engineering design for the Lounsberry Industrial Hub and contract with Williams & Edsall for the topographic study for \$4,200. (E. Knolles, T. Monell)

Aye – 5 Abstain – 0
No – 0 Carried

- 3. Resolution – Rural Business Development Grant (RBDG) Grant Application – Phase II Study

Motion to apply to the USDA for a Rural Business Development Grant (RBDG) for the Phase II Study for the Lounsberry Industrial Hub not to exceed \$100,000. (M. Sauerbrey, M. Townsend)

Aye – 5 Abstain – 0
No – 0 Carried

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

- 1. Larson Design Group contract: April 2024 completion date projected

D. Local Meat Capacity Grant – Reed Brook Meats application submitted 7-14-23

E. Blodgett Road – Application submitted by SWCD

F. USDA IRP Loan Application submitted 1-2-2024

- 1. USDA Contact: susan.galster@usda.gov



- XII. Motion to move into Executive Session pursuant to Public Officers Law Section 105 at 5:27 pm to discuss financial and personnel matters. (M. Townsend, T. Monell)**

Motion to adjourn Executive Session at 5:44 pm.

Motion to approve the contract with LCP group for the demolition of the barn and silos at the Buck Road site for \$87,120, and the contract with O'Rourke for the air monitoring required for the demolition for \$1,795. (T. Monell, M. Townsend)

Aye – 5 Abstain – 0
No – 0 Carried

- XIII. Next Meeting: Wednesday March 6, 2024**

- XIV. Adjournment: Mr. Monell motioned to adjourn the meeting at 5:46 pm.**