



Tioga County Industrial Development Agency
January 3, 2024 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Economic Development & Planning 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. Ceccherelli, K. Gillette, T. Monell, J. Ward, E. Knolles, M. Townsend

Excused: M. Sauerbrey

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

III. Privilege of the Floor: None

IV. Approval of Minutes

A. December 6, 2023 Regular Meeting Minutes

Motion to approve December 6, 2023 Regular Meeting Minutes, as written. (T. Monell, K. Gillette)

Aye – 6 Abstain – 0
No – 0 Carried

V. Financials

A. Balance Sheet

B. Profit & Loss

C. Transaction Detail

D. Accounts Receivable

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

Aye – 6 Abstain – 0
No – 0 Carried

VI. ED&P Update: L. Tinney

A. Report: Ms. Tinney updated the board on the following items:

- The CDBG Neighborhood Depot project in the Village of Owego continues to move forward with construction.
Several of the DRI projects in the Village of Owego are wrapping up. Ribbon cuttings and a visit with a representative from the Governor’s office are being planned for those projects that are complete.
The department continues to work with the property owners of Fuddy Duddy’s and Tioga Trails to move their Restore NY projects forward.
NY Forward in the Village of Waverly is in the final review stages of the investment plan.
The broadband fiber installation is complete in the Town of Nichols. An event is being planned for January to mark the completion of the project.



- The NY Main Street project in the Village of Candor is complete.
 - The Land Bank has purchased 81 North Ave in the Village of Owego and is exploring rehabilitation possibilities.
 - Education Workforce Coordinator Lanning continues to work with Spencer Van- Etten and Waverly School Districts on their school/career center pilot program, is assisting with the Tioga County specific pop-up job fair, coordinating BT BOCES business tours with local businesses, and acting as a liaison between schools and businesses for Waverly internships.
 - Planning Director Jardine continues to work on updating the FEMA Hazard Mitigation Plan. She is also working Southern Tier 8 on a New Energy New York Tech Hub application for the IDA Buck Road site.
 - Sustainability Manager Pratt is continuing her work on updating the Solid Waste Management Plan.
 - The department worked with real property to send out a letter to landowners in the agricultural district regarding the tax implication of solar PILOTs.
 - The department is still working on backfilling the open Community Development Specialist position.
 - B. Woodburn will be attending the February meeting to share her plan for the department moving forward.
 - Ms. Tinney reported that all IDAs in the region have committed funding for the tech corridor study. Planning for the study will begin soon.
- B. Lounsberry – NYSEG Update: Ms. Tinney reported that NYSEG plans to start infrastructure upgrades in the Lounsberry Industrial area in 2028.
- C. Largest Employers: Ms. Tinney presented the board with data regarding the 10 largest employers in the county.
- D. Largest Tax payers/Employers: Ms. Tinney presented the board with data regarding the 10 largest tax payers in the county.
- E. Property tax cap bill: Ms. Tinney updated the board on the property tax cap bill. She reported that the governor has vetoed the bill. Because of this the board will explore ways to ease PILOT companies back onto the tax rolls when their PILOT agreement expires.

VII. New Business: C. Curtis

- A. Tioga Downs: Mr. Meagher reported that Tioga Downs will be transferring their real estate into a real estate trust. Because of this, the board needs to consent to transfer their current agreements with Tioga Downs to the new owner. There will be no change in the PILOT payments.
1. Request Letter
 2. Consent & Estoppel Certificate
- Motion to authorize the resolution approving the assignment by Tioga Downs Racetrack, LLC to GLP Capital, L.P. of the current leaseback agreements, PILOT agreements and agency agreements held with the IDA, and approving the executive administrator to enter into a consent and estoppel certificate with Tioga Downs Racetrack, LLC and GLP Capital, L.P. (T. Monell, K. Gillette)**

Aye – 6 Abstain – 0
No – 0 Carried

- B. Swartwood lease: Ms. Curtis reported that B. Swartwood has a lease with the IDA for



property in Berkshire, for which he owns a building on. The lease is expiring this year, and the business that he formerly operated in the building has closed. Because of this, he is requesting a decrease in his lease amount. Board discussion ensued regarding the confusion over B. Swartwood owning the building separately from the IDA land on which it is located. Ms. Curtis will find out more information regarding the ownership of the property.

- C. 2024 TCIDA Contribution -Economic Development Specialist: the board agreed to continue its contribution to the Economic Development Specialist position.

Motion to approve the continuation of the \$20,000 annual contribution towards the Economic Development Specialist position. (E. Knolles, K. Gillette)

Aye – 6 Abstain – 0
No – 0 Carried

VIII. Committee Reports: C. Curtis

A. Public Authority Accountability Act (PAAA)

- 1. Audit Committee Report: M. Townsend, E. Knolles, J. Ward
 - a. YE Audit – Jan 8th
- 2. Governance Committee: J. Ceccherelli, M. Townsend, E. Knolles
 - a. No report
- 3. Finance Committee: J. Ceccherelli, M. Townsend, J. Ward
 - a. No report
- 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, M. Townsend
 - a. STREDC façade loan funds - Agreement: Ms. Curtis reported that the Southern Tier Regional Economic Development Corporation is agreeable to allowing the STREDC façade loan funds to be used for IDA small business loans.

Motion to authorize the agreement with STREDC allowing the use of STREDC façade loan funds for IDA small business loan funds. (T. Monell, E. Knolles)

Aye – 6 Abstain – 0
No – 0 Carried

- 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 - a. Ag crossing Request: A property owner who owns land surrounding the IDA railroad property in Richford is requesting a lease to allow for a crossing for agricultural equipment. RJ Corman has reviewed the property owner’s plan and is agreeable.

Motion to approve lease agreement with landowner Nick Emmick at a rate of \$150 per year for the use of IDA land for an agricultural crossing. (T. Monell, E. Knolles)

Aye – 6 Abstain – 0
No – 0 Carried

IX. PILOT Updates: C. Curtis

A. Sales Tax Exemptions Update: All entities are within their authorized limits.

- 1. Best Bev LLC - \$1,642,065.88/Authorized \$2,242,066.00
- 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. Best Buy PILOT Agreement update: Ms. Curtis reported that moving forward, taxes for the Best Buy property will be billed 20% by the school district, and 80% by way of PILOT payments.

X. Project Updates: C. Curtis

A. USDA IRP Loan Application submitted 1-2-2024: Ms. Curtis reported that she completed the USDA IRP Loan Application, where she requested a loan in the amount of \$299,999. The USDA will take 30 days to review the application. There is a 10% match requirement, and the agency can reapply once per year.

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

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

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

1. Hunt contract

2. Potential funding

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

1. Larson Design Group contract

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

F. Blodgett Road – Application submitted by SWCD

XII. Motion to move into Executive Session at 5:20 pm pursuant to Public Officers Law Section 105 to discuss financial matters. (K. Gillette, T. Monell)

Motion to adjourn Executive Session at 5:44 pm.

Motion to approve the contract with ServPro to provide cleanup services for the encampment on IDA property (K. Gillette, E. Knolles)

**Aye – 6 Abstain – 0
No – 0 Carried**

Motion to approve the contract with LCP Group for the asbestos abatement at the Buck Road property, contingent upon clarification of the air quality monitoring requirements. (E. Knolles, K. Gillette)

**Aye – 6 Abstain – 0
No – 0 Carried**

XIII. Next Meeting: Wednesday February 7, 2024

XIV. Adjournment: Mr. Monell motion to adjourn the meeting at 5:45 pm.