



Tioga County Industrial Development Agency
August 4, 2021 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
ED&P Conference Room, 2nd Floor
Agenda

I. Call to Order and Introductions-Ms. Ceccherelli called the meeting to order at 4:30 pm.

II. Attendance

IDA Board Members

Roll Call: J. Ceccherelli, K. Gillette, T. Monell, M. Sauerbrey, J. Ward, E. Knolles (attended via Zoom), A. Gowan (attended via Zoom)

Absent:

Excused:

Guests: C. Curtis, M. Griffiths, J. Meagher, L. Tinney, J. Bellis

III. Privilege of the Floor: Jason Bellis, Larson Design Group

A. Wetland Delineation Proposal

- The IDA had requested a proposal from Mr. Bellis with Larson Design Group for a Wetland Delineation for the property south of the Owego Gardens II project. One parcel is owned by the IDA, and the other is owned by T. Rizzuto. The IDA is potentially interested in acquiring Mr. Rizzuto's parcel. Mr. Bellis presented the board with the cost for a wetland delineation for just the IDA parcel, or a combined price for both the IDA parcel and Mr. Rizzuto's parcel. The board agreed that if they are interested in purchasing Mr. Rizzuto's property in the future, it would be in their best interests to perform the wetland delineation for both parcels.

Motion to approve Larson Design Group to perform a wetland delineation study for both the IDA owned parcel and Mr. Rizzuto's parcel. (M. Sauerbrey, T. Monell)

Aye-5 Abstain-0
No-0 Carried

B. Lounsberry Energy Study Proposal

- Ms. Tinney requested a proposal from Larson Design Group for an Energy Study in Lounsberry. The Lounsberry area offers many sites for business development, however the current energy that NYSEG supplies to this area is not enough to support businesses activities. Ms. Tinney requested that this study be conducted to show NYSEG what it would take for them to connect power to sites in Lounsberry to help promote future development. The study will consist of Master Planning for energy in Lounsberry by Larson Design Group, as well as coordinating with NYSEG to determine what needs to be done on their end to get power in this area. Ms. Tinney has previously communicated with NYSEG about running energy to this area, however, NYSEG needs to know what the demand for power is before they will give an estimate to how much it will cost. Completing this study will give NYSEG something to go on in terms of the energy necessary to connect to Lounsberry, as well as the cost associated with supplying energy to Lounsberry.



Motion to approve Larson Design Group to perform an Energy Study for the Lounsberry area. (T. Monell, K. Gillette)

Aye-5 Absatin-0
No-0 Carried

IV. Approval of Minutes

A. [July 7, 2021 Regular Meeting Minutes](#)

Motion to approve July 7, 2021 Regular Meeting Minutes, as written. (J. Ward, T. Monell)

Aye-5 Abstain-0
No-0 Carried

V. Financials

A. [Balance Sheet](#)

B. [Profit & Loss](#)

C. [Transaction Detail](#)

Motion to acknowledge financials, as presented. (J. Ward, K. Gillette)

Aye-5 Abstain-0
No-0 Carried

VI. ED&P Update: L. Tinney

Ms. Tinney reported on ED&P’s current activities:

- 40 applications have been received for the Education Workforce Coordinator position, with about eight identified as potential candidates. The steering committee will meet to discuss the applications.
- The department has responded to five state leads.
- T. Saraceno’s last day as Land Bank Director was July 28. B. Woodburn has assumed responsibility as the Land Bank Director. The department will be hiring a part-time employee in the coming months.
- The housing project on Temple and Liberty Streets in the Village of Owego will begin local approvals in the coming weeks.
- Sales tax for the county in the first six months of 2021 exceeds 2020 first six months by 27% and exceeds 2019 by 17%.
- The department is working on 10 potential grants, 17 pending grants, 26 active grants, and one completed grant, which is the Agriculture Value Chain Study.
- Upstate Shredding is working on getting new signage, with V&S Galvanizing also participating in purchasing the sign.

VII. Project Updates: L. Tinney & C. Curtis

A. Owego Gardens II

1. [Updated Project Cost Spreadsheet](#)

- Ms. Curtis noted that they have received a change order from Aquastore.
- Ms. Tinney reported that there is a section of waterline that has been put in that did not receive proper compaction testing or inspection. Next week, a third party will come and take samples of the dirt, and give a visual inspection to see if the water line was properly installed. If the visual inspection shows the installation was



done properly, they will then test for compaction ratings. If the visual test shows that the waterline was not installed properly, it will ultimately have to be dug up. If the waterline has to be dug up, there will be the question as to who is responsible for paying for it. Discussion ensued among the board members as to who should be responsible for paying if the waterline has to be dug up.

VIII. New Business: C. Curtis

A. PILOT Application - West Bay Star LLC

1. [Resolution](#)

Motion to approve the resolution allowing the Tioga County IDA to enter into a PILOT agreement with West Bay Star LLC. (T. Monell, K. Gillette)

**Aye-5 Abstain-0
No-0 Carried**

IX. Correspondence

Ms. Curtis shared with the board a correspondence received from Fred Gage in regards to the IDA Board’s non-consideration of a PILOT for the SunEast Valley Solar LLC’s solar project. All board members have reviewed the correspondence.

X. Committee Reports: C. Curtis

A. Public Authority Accountability Act (PAAA)

1. Audit Committee Report: A. Gowan, E. Knolles, J. Ward

a. No report

2. Governance Committee: J. Ceccherelli, A. Gowan, E. Knolles

- a. Policy review
- b. Annual employee review by EOM
- c. Annual IEDC Conference

Motion to allow C. Curtis to register for the IEDC annual conference and pay the attendance fee. (K. Gillette, M. Sauerbrey)

**Aye-5 Abstain-0
No-0 Carried**

<https://iedconferences.org/tennessee/program/>

<https://iedconferences.org/tennessee/registration/>

3. Finance Committee: J. Ceccherelli, A. Gowan, J. Ward

a. No report

4. Loan Committee: S. Thomas, A. Gowan, R. Kelsey, K. Dougherty, D. Barton,

J. Ward, E. Knolles

a. No report

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

a. [Revenue Report](#)

- Ms. Curtis noted that revenue from the railroad is up 23% from last year.

XI. PILOT Updates: C. Curtis



A. Sales Tax Exemptions Update:

1. Owego Gardens II – Home Leasing - \$17,090.60/Authorized \$524,194
2. RB Robinson - \$4,605.77/Authorized \$55,990

XII. Grant Updates: C. Curtis

A. Monkey Run FEMA Application – Approved – Total Project Cost \$28,316.26; Awarded Federal Share \$21,237.20; Awarded State Share \$3,539.53; TCIDA Match \$3,539.53

1. JB’s Excavation

Motion to affirm email vote to award JB’s Excavation the Monkey Run stream work.

Aye-4	Abstain-1 (J. Ward)
No-0	Carried

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

1. Application in progress

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

With no matters to discuss, the board did not move into Executive Session.

XIV. Next Meeting: Wednesday September 1, 2021

XV. Adjournment-Mr. Ward motioned to adjourn the meeting at 5:26 pm.