



ECONOMIC DEVELOPMENT & PLANNING | INDUSTRIAL DEVELOPMENT AGENCY | LOCAL DEVELOPMENT CORPORATION

**Tioga County Industrial Development Agency
March 5, 2025 – 4:30 pm
Ronald E Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Regular Meeting Minutes**

Call to Order and Introductions: 4:33 PM

Attendance: IDA Board Members

1. Roll Call: J. Ward, B. Evanek, M. Sauerbrey, T. Monell
2. Excused: Kevin Gillette, Eric Knolles
3. Guests: C. Yelverton, Joe Meagher, B. Woodburn, Corey Green, Bob Farrell, Luke Grasmeyer, Matt Freeze

Privilege of the Floor:

- A. Luke Grasmeyer with Hunt Engineering- Luke Grasmeyer joined the meeting via Zoom and provided an update on the Lounsberry Site Engineering project. Luke provided the current conditions of the property and provided a summary outlining of what could be developed on the two sites individually, and the constraints due to the environment. Electrical research is currently in progress. Water and sewer mapping is also in progress. There is an opportunity to extend a water main from Crown down Berry Rd. to loop the water system and provide better flows and pressure to Smith Creek Property. Sewage capacity is good. 50% of the project is completed. The next step is completing the geotechnical report.
- B. Corey Green, Bob Farrell with OASD- Corey and Bob discussed the CYNOG Pilot impact on the OACSD budget. CYNOG school tax is \$3.2 million, and the school would prefer if the CYNOG could be added to the tax roll over the course of 30 years because they typically only increase the school budget by 2% each year. The other option would be that the CYNOG pilot be extended for another 5 years and addressed then, or they just put CYNOG back on the tax roll. B. Farrell discussed the possibility that the school talks to legislators again regarding how pilots are put back on the tax roll and impact the levy. The concern has been addressed before, however the governor has not agreed to change the current law. J. Ward discussed the meeting that was held with CYNOG. CYNOG would like to extend the pilot but appears to be confused about the benefits. Currently, the only benefits being received is that CYNOG does not have to pay library tax.



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Approval of Minutes:

- A. February 5, 2025, regular meeting

Motion to approve February 5, 2025, Regular Board Meeting minutes as written (T. Monell, M. Sauerbrey)

**Aye-4 Abstain - 0
No - 0 Carried**

Financials:

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

Motion to acknowledge financials and presented (B. Evanek, T. Monell).

**Aye-4 Abstain - 0
No - 0 Carried**

ED&P Update:

New Business:

- A. PILOT Payments: All payments have been received, except for Best Buy's 2024 payment. Best Buy did not pay 2024's Town and County pilot payment. Best Buy is working on issuing the payment.
- B. Preliminary Audit- The audit committee reviewed the preliminary audit documents and has recommended the board to acknowledge the draft audit as written. The final audit report will be provided when complete.

Motion to acknowledge draft audit as written (T. Monell, B. Evanek)

**Aye-4 Abstain - 0
No - 0 Carried**

- C. Harold & Harry's LLC IDA Loan- resolution to remove loans from the agencies books as a result of a discharge in bankruptcy granted to the debtor.

Motion to formally write off Harold & Harry LLC loan off IDA books. (M. Sauerbrey, B. Evanek)

Aye-4 Abstain - 0



No – 0 Carried

D. Lounsberry West Depot Road – Quotes from JS Miller Appraisal Associates

Motion to have appraisal for Lounsberry Properties completed by JS Miller Appraisal Associates for \$4,400. (M. Sauerbrey, T. Monell)

Aye–4 Abstain – 0

No – 0 Carried

E. TC Administrative Services Agreement- Agreement was signed.

F. Insurance- Disability insurance renewal; liability insurance for consultants. J. Ward, J. Meagher, and consultants had a meeting with Smithbrothers Insurance to discuss liability insurance for consultants. In the past, the IDA did not have insurance for previous consultants. The meeting concluded that the consultants would either have to obtain their own liability insurance or become w-2 employees with the IDA. The current consultants would not be able to become w-2 employees with the IDA due to county employee policies. J. Meagher is getting a second opinion.

G. Lone Oak Cattle Lease: J. Meagher drafted an amended lease agreement to include auto renewal. Waiting on lessee to sign contract.

Motion to approve resolution to approve amended lease agreement for Lone Oak Cattle. (T. Monell, B. Evanek)

Aye–4 Abstain – 0

No – 0 Carried

H. Home Leasing Sewer subsidy- Home Leasing is requesting that the annual sewer subsidy be 45.9172131604% of the annual sewer bills instead of a fixed annual rate of \$16,625

I. Authorized signatures on accounts- authorized signatures will have to be changed with the resignation of M. Townsend.

J. Investment report- J. Ward will be issuing an email vote to renew Community Bank that is expiring, once he has the rates available from the bank. Will need a formal motion at next board meeting.



Old Business:

- A. ABO Online Board Training: upcoming dates: March 12th, March 19th 9:30 -11 am. T. Monell Completed training. E. Knolles is the only board member who has not completed the training.
- B. Consultant agreements- agreements were signed

Committee Reports:

- A. Public Authority Accountability Act (PAAA)
 - 1. Audit Committee Report: E. Knolles (Chair), J. Ward, B. Evanek
 - a. Audit in process.
 - 2. Governance Committee: J. Ward (Chair), E. Knolles
 - a. New Committee Member
 - 3. Finance Committee: J. Ward (Chair). Gillette
 - a. Renewal of CD's at Community Bank
 - b. New Committee Member
 - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, B. Evanek, J. Lavo – Received Coughlin and Gerhart's (COIF Realty) signed commitment letter for Façade loan. Waiting on applicant to provide resolution documentation.
 - 5. Railroad Committee: M. Sauerbrey, K. Gillette, T. Monell
 - 6. Public Relations Committee: B. Woodburn, M. Sauerbrey, T. Monell

PILOT Updates:

- A. Sales Tax Exemptions Update:
 - 1. Best Bev LLC – 2,628,331.53 (December)/Authorized \$5,200,000 (Oct.)
 - a. Received updated sales tracking sheet for 2024. Will continue to work with them to clarify what they are using their tax exemption for and if the purchases are appropriate.
 - 2. Arteast Café LLC - \$18,578.83 (December)/ Authorized \$24,000 - waiting on 2025 tracking sheet
 - 3. Navo Properties LLC - \$2,409.04 (December)/ Authorized \$2,728 - waiting on 2025 tracking sheet
 - 4. 231 Main LLC- \$34,489.92 (December)/Authorized \$34,320
 - a. Exceeded authorized sales tax exemption allowance

Motion to approve resolution to increase Sales Tax Exemption allowance from \$34,320 to \$34,489.92.

**Aye–4 Abstain – 0
No – 0 Carried**



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- B. Kinder Morgan (CNYOG) request to extend PILOT – Will expire on 2/28/2026
- C. 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 working with the other attorney, and it is anticipated that this will be completed by the end of the month.
- D. Best Buy PILOT – Expired 2/28/2025.

Project Updates:

Grant Updates:

- A. NYS Division of Homeland Security & Emergency Services-Richford Railroad.
 - a. Study completed. Reimbursement is pending.
- B. USDA RBDG and ARC Grant – Engineering Design Lounsberry Industrial Hub
 - a. The initial stages of the project have been completed. Approximately halfway through the project.
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
 - a. Reimbursement request for \$23,650 in process.
- D. Water Quality Improvement Plan- Blodgett Road; S&W 2025 start
- E. USDA IRP Loan Application – Requested update 1/27/2025
 - a. Letter of Conditions package forthcoming
 - b. Temporary pause on all new federal obligations at this time
- F. USDA Equipment Lease Grant Application-. J. Meagher completed the lease agreement.

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

Next Meeting: Wednesday April 2, 2025, in the Legislative Conference room.

Motion to Adjourn the meeting at 5:32 pm (B. Evanek)