



**Tioga County Industrial Development Agency  
January 8, 2025 – 4:30 pm  
Ronald E Dougherty County Office Building  
56 Main Street, Owego, NY 13827  
Legislative Conference Room, 1<sup>st</sup> Floor  
Regular Meeting Agenda**

**Attendance**

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

**Privilege of the Floor:**

**Approval of Minutes**

- A. December 4, 2024

**Financials**

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

**ED&P Update:**

**New Business:**

- a. Administrative Services Agreement

**Old Business:**

- A. ABO Online Board Training: upcoming dates, January. 15<sup>th</sup> & January. 29<sup>th</sup> 9:30-11 am.

**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
    - a. Reviewed Policies, Charter, & By-laws
  - 3. Finance Committee: J. Ward (Chair), M. Townsend, K. Gillette
    - a. Reviewed annual investment report
  - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, B. Evanek, J. Lavo



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 - \$2,296,800.10 (August)/Authorized \$5,200,000 (Oct.)
    - a. ST-60- has been issued
    - b. Received ST 123's
  4. 231 Main LLC – \$32,660.06 (October)/ Authorized \$34,320
    - a. Closed out.
  4. Arteast Café LLC - \$18,578.83 (December)/ Authorized \$24,000
    - a. ST-60 issued
  5. Navo Properties LLC - \$2409.04 (December)/ Authorized \$2,728 – Sales Tax Exemption Agreement was extended to 10/4/2025.
    - a. ST-60 was sent out to Navo Properties.
- B. Kinder Morgan (CNYOG) request to extend PILOT
- 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 next year.

**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. Contract with Hunt was signed. The contract is for 6 months.
- C. ESD Grant Application – Municipal Water Extension to Raymond Hadley
  1. 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 9/12/2024
  1. Letter of Conditions package forthcoming
- F. USDA Equipment Purchase Grant Application- Guidelines, lease agreement and application are drafted. J. Meagher is working on the lease agreement.
- G. Town of Richford Railroad Ave Flood Mitigation Planning

**Motion to move into Executive Session pursuant to Public Officers Law Section 105 – No executive session.**

**Next Meeting: Wednesday February 5, 2025, in ED&P Conference room**