



**Tioga County Industrial Development Agency
June 4, 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: 4:34 pm

Attendance: IDA Board Members

1. Roll Call: J. Ward, B. Evanek, M. Sauerbrey, T. Monell
2. Excused: E. Knolles, K. Gillette, Joe Meagher,
3. Guests: C. Yelverton, B. Woodburn, Matt Freese, Luke Grasmeyer, Tim Steed (virtually), Megan Schnabl (virtually)

Privilege of the Floor:

A. Luke Grasmeyer- Hunt Engineering. Luke presented key highlights from the Preliminary Engineering Report for the Lounsberry Industrial Area Expansion. The report is complete except for the Geotechnical report. The intent of the report is to be prepared to make the sites shovel ready for immediate development. Environmental investigation of the properties was completed including the investigation of natural gas, telecommunications, water, sewer, storm water, the bridge on the Smith Creek Property, and Geotech. Existing conditions, potential proposed developments, and cost estimates were researched. There are previously delineated wetlands on the Smith Creek property. There is 3-phase electric sourced in two different directions. Natural gas is available on Stanton Hill and Berry Rd. Regarding telecommunications, Southern Tier Network (STN) can offer dark fiber to the sites. There is water on Buck Rd. Berry Rd. does not have a water main on site. To access Smith Creek, water would have to come from Crown Cork and Seal’s property. For sewer development both sites would need a pump system. The design and the cost of Smith Creek Bridge was provided in the report. The Geotech will be completed once the harvesting season is complete and will show storm infiltration rates. Both properties can be developed, especially Buck Rd, from a utility standpoint.

Approval of Minutes:

- A. May 7, 2025, regular meeting.

Motion to approve May 7, 2025, regular meeting minutes as written. (T. Monell, M. Sauerbrey)

**Aye- 4 Abstain-0
Nay-0 Carried**



Financials: Financials were provided as written. Financial accounts were transferred from Quickbooks Desktop to Quickbooks online today and require more time to update and review financials. J. Ward suggested to have an email vote to approve the financial reports after the board has had more time to review.

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

New Business:

- A. Tractor Supply- Fee for required easement with the IDA- J. Meagher has sent B. Woodburn the deed.
- B. IRP Loan Agreements- The IDA was awarded \$299,000 in grant funding to provide IRP loans. The IDA is required to contribute a 10% match of \$29,000.
- C. Façade Loan Application Changes- The Façade Loan application was reviewed, and it is recommended that the application terms be modified. The recommended modifications will be presented to the loan committee to review before next board meeting. Currently, the loan is for façade rehabilitation of commercial properties, and it is a reimbursement program. It is recommended to make the program a loan program with a draw schedule and increase the fund allowance.
- D. Façade Loan Account with Community Bank- Waiting on paperwork from the bank to update authorized signors. The façade loan is with Community Bank and automatic payments for the façade loans have a \$45 a month fee. It was proposed that the account be moved to TSB due to their minimal direct deposit fees. J. Ward will abstain from voting on the topic and the topic will be discussed again at the next board meeting.
- E. Railroad Easement for STN- J. Meagher has provided the resolution.

Motion to approve and sign the resolution for the Southern Tier Network Railroad easement, as written (T. Monell, B. Evaneck).

Aye- 4 Abstain-0
Nay-0 Carried

- F. ARC- RAISE-ST (Results-driven Automation and Innovation Solutions for Enterprises in the Southern Tier). Susan, Director of AMT requested a letter of support and a \$20,000 matching funds commitment in low-interest loans to support technology investments for manufacturers over two years from the IDA. If the money is not used for a loan during the course of the grant, the money will remain in the IDA's possession. Once the grant is closed out the IDA can use the money for its original purpose.



Motion to provide a letter of support for the ARC RAISE-ST Grant program (M. Sauerbrey, T. Monell).

**Aye- 4 Abstain-0
Nay-0 Carried**

Old Business:

- A. Owego Gardens Sewer Subsidy- There has been significant change in the cost of Owego Gardens property insurance and without the sewer subsidy it does not meet their debt service cash flow. The original PILOT agreement has the sewer subsidy to extend the life of the PILOT. It is planned to have another meeting with Owego Gardens regarding the matter.

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
 - 3. Finance Committee: J. Ward (Chair), M. Townsend, K. Gillette
 - 4. Loan Committee: J. Ward, K. Dougherty, D. Barton, E. Knolles, B. Evanek, J. Lavo. The loan committee met regarding the CDBG Microenterprise Grant and selected grant awardees for the county.
 - 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
 - a. Waiting on updated Sales Tax Tracking Sheet
 - 2. Arteast Café LLC - \$18,750 (May)/ Authorized \$24,000
 - 3. Navo Properties LLC - \$2,522.65 (May)/ Authorized \$2,728
- B. Suneast Solar Pilot- There are several closings or items that have to take place first before the Pilot can be closed out. Suneast is requesting their ST-60 due to the increase in prices from the tariffs.
- C. Kinder Morgan (CNYOG) request to extend PILOT – Will expire on 2/28/2026. Kindermorgan would like to extend the PILOT another 10 years and is under the impression that there are benefits from the PILOT agreement regarding their property assessment value. There are no benefits of renewing the PILOT. The board agreed to let the PILOT expire.

Project Updates:

Grant Updates:



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

- A. USDA RBDG and ARC Grant – Engineering Design Lounsberry Industrial Hub
 - a. 90% of project has been completed.
 - b. Quarterly report has been completed for quarter ending in 3/31/2025.
- B. ESD Grant Application – Municipal Water Extension to Raymond Hadley
 - a. Reimbursement has been received. Grant has been closed out.
- D. Water Quality Improvement Plan- Blodgett Road; S&W 2025 start
- E. USDA IRP Loan Application –
 - a. The IDA was awarded \$299,000 in IRP Funds.
- F. USDA Equipment Lease Grant Application- Guidelines, lease agreement and application are drafted. Quarterly report has been completed for quarter ending in 3/31/25. Waiting on applicants. Informational video about the program is in process. The grant funds expire in September and an extension from the state will need to be requested.

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

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

Motion to Adjourn the meeting (T. Monell) 5:31pm