



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

**Tioga County Industrial Development Agency  
July 2, 2025 – 4:30 pm  
Ronald E Dougherty County Office Building  
56 Main Street, Owego, NY 13827  
Legislative Conference Room, 1<sup>st</sup> Floor  
Minutes**

**Call to Order and Introductions: 4:34 pm**

**Attendance:** IDA Board Members

1. Roll Call: J. Ward, B. Evanek, M. Sauerbrey, T. Monell, E. Knolles, K. Gillette
2. Excused: B. Woodburn, J. Meagher
3. Guests: C. Yelverton, M. Schnabl, Matt Freeze, Cameron Daniels, Corey Green, Bob Farrell

**Privilege of the Floor:**

Corey Green, Bob Farrell and Cameron Daniels with OASD presented how the Kindermorgan PILOT going back on the tax roll would impact their tax levy. Corey Green asked the board what prompted them to decide to let the PILOT expire. J. Ward discussed that the PILOT has an expiration of February of 2026, and the board agreed to let the PILOT expire. Kindermorgan does not receive any benefits from the PILOT being extended. The PILOT was originally supposed to expire in 2019, and it was extended. The IDA reviewed the PILOT and OASD's concerns and have decided to let the PILOT end. Extending the PILOT would provide no benefit to Kindermorgan and it would not prevent the tax levy from being impacted in the future. E. Knolles discussed that the tax cap impact Waverly School districts budget as well and it made it seem like their tax levy was increased by 18.3%. E. Knolles said the school district worked with the Morning Times to help educate the public on how PILOTs impact that tax levy. Bob Farrell stated that if the budget is not approved, they will have to lay off 50-60 employees to make up the \$1.3 million budget deficit.

**Approval of Minutes:**

- A. June 4, 2025, regular meeting.

**Motion to approve minutes as written (E. Knolles, T. Monell).**

**Aye- 6  
Nay-0**

**Abstain-0  
Carried**

**Financials:** May/June

- A. Balance Sheet



- B. Profit & Loss
- C. Transaction Detail

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

**Aye- 6**      **Abstain-0**  
**Nay-0**      **Carried**

**New Business:**

- A. Façade Loan Application Changes- The Façade Loan application was reviewed, and it is recommended that the application terms be modified. The recommended modifications were presented to the loan committee to review.

**Motion to approve Façade Loan application guidelines as written (M. Sauerbrey, T. Monell).**

**Aye- 6**      **Abstain-0**  
**Nay-0**      **Carried**

- B. TSB ICS account. J. Ward discussed reactivating the ICS account. The account would allow money to be transferred from the general checking and will have a higher interest yield than what the checking account currently is at, .25%. All authorized signors would be on the account.

**Motion to reactivate TSB ICS Account (E. Knolles, T. Monell).**

**Aye- 5**      **Abstain-1**  
**Nay-0**      **Carried**

- C. Façade Loan checking account- Community bank has a \$40 a month fee for direct deposit. TSB has a one-time fee of \$10 to set up direct deposit. It is recommended to transfer façade loan account for future façade loans to have direct deposit.

**Motion to transfer Façade Loan account to TSB (K. Gillette, T. Monell).**

**Aye- 5**      **Abstain-1**  
**Nay-0**      **Carried**

- D. Authorized signors for Community Bank paperwork- The board signed authorized signor paperwork to update the signors.
- E. STN Easement compensation- reduced the number of crossings needed. Wire lease agreement has been modified as a result.



**Motion to reaffirm STN easement compensation of \$2295.00 per year (E. Knolles, T. Monell).**

**Aye- 6**      **Abstain-0**  
**Nay-0**      **Carried**

- F. Economic Development Council Training- B.Woodburn, C. Yelverton, M. Schnabl and E. Knolles would like to attend the training. The training is \$125 per person and is in Ithaca on July 29<sup>th</sup>. The board agreed to pay for training.
- G. CD Renewal with Chemung Canal- CD was renewed for 6 months with Chemung Canal. The board had an email vote.

**Motion to reaffirm email vote to renew CD at Chemung Canal for 6 months (T. Monell, K. Gillette).**

**Aye- 6**      **Abstain-0**  
**Nay-0**      **Carried**

**Old Business:**

- A. Owego Gardens Sewer Subsidy- Owego Gardens would like to continue sewer subsidy. J. Meagher will provide a resolution.
- B. Tractor Supply- Fee for required easement with the IDA- J. Meagher has sent Dynamic Engineering the deed.
- C. FAST NY Grant application- Application is still in process.

**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. Waiting for Barb Case's resume for board member position.
  - 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 to review the façade loan application.
  - 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



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- B. Suneast Solar Pilot- Construction is planned to begin in September. J. Meagher is working on closeout which is estimated to be completed in August.
- C. Kinder Morgan (CNYOG) request to extend PILOT – Will expire on 2/28/2026. The board agreed to let the PILOT expire.

**Project Updates:**

**Grant Updates:**

- 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.
- 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. Waiting on extension approval.

**Motion to move into Executive Session pursuant to Public Officers Law Section 105 – (K. Gillette)**

Board members J. Ward, K. Gillette, B. Evanek, M. Sauerbrey, T. Monell, and E. Knolles, were in attendance along with C. Yelverton. Motion by K. Gillette, to move into Executive Session to discuss lease agreements and contract negotiations at 5:32 p.m. Motion carried. Motion by E. Knolles, to adjourn Executive Session at 5:34 p.m.

**Motion to apply for Office of Parks, Recreation, and Historic Preservation (OPRHP) Environmental Protection Fund (EPF) Grant (E. Knolles, T. Monell).**

<b>Aye- 6</b>	<b>Abstain-0</b>
<b>Nay-0</b>	<b>Carried</b>

**Next Meeting: Wednesday August 6, 2025, in the Legislative Conference room.**

**Motion to Adjourn the meeting 5:37 (T. Monell)**