

**Tioga County Industrial Development Agency  
Board of Directors  
March 6, 2013**

**I. Call to Order and Introductions-** the meeting was called to order by the Chair, A. Gowan at 5:34 p.m.

**II. Attendance**

**A. IDA Board Members:**

1. Roll Call

- a. Present: A. Gowan, W. Woods, K. Dougherty, M. Sauerbrey and D. Daniels
- b. Absent: T. Monell
- c. Excused: R. Kelsey

2. Guests: C. Haskell, D. Barton, J. Meagher, L. Tinney , K. Millar, and Steve Reilly, Press & Sun-Bulletin Reporter

**III. Privilege of the Floor-** none

**IV. Approval of Minutes** (W. Woods, M. Sauerbrey)

Aye- 5          Abstain- 0  
Nay- 0          Carried

**V. Financial Report**

**A. Reports**

- 1. Balance Sheet
- 2. Profit & Loss
- 3. Transactions

Motion to acknowledge financial statements (K. Dougherty, D. Daniels)

Aye- 5          Abstain- 0  
Nay- 0          Carried

T. Monell arrived at 5:38 p.m.

**VI. Project Updates**

**A. TCIDA Emergency Watershed Protection Project (Monkey Run)**

- 1. Soil & Water quote for 3 year monitoring- requested

**B. Army Reserve Project**

- 1. Request for release of escrow funds- completed

**VII. PILOT Updates**

**A. Tioga Downs**

- 1. Public Hearing held 2/13/13
- 2. Resolution

Motion to pass resolution (attached) with regard to Tioga Downs request for financial assistance (M. Sauerbrey, D. Daniels)

Roll Call Vote	Daniels	Aye	Gowan	Aye	
	Monell	Aye	Woods	Aye	
	Dougherty	Aye	Sauerbrey	Aye	Carried

B. All 2013 employee survey summary

1. Reported

a. Best Buy	2011-197	2012- 206	+9
b. Sanmina	2011- 436	2012- 516	+80
c. Hampton Inn	2011- 13	2012- 13	no change
d. Rynone	2011-33	2012- 45	+12
e. 231 Main	2011- 0	2012- 0	no change

2. Not reported- L. Tinney to send letter about non-compliance

- a. Lockheed Martin
- b. CNYOG

C. Governor's Sales Tax Budget proposal- D. Barton indicated no news yet as it relates to the proposed changes to IDA PILOT State sales tax abatements

**VIII. Reports**

A. Railroad

1. Railroad Committee report (T. Monell, M. Sauerbrey, D. Daniels, W. Caloroso)

a. Insurance change

Motion to affirm phone poll to change coverage to Liberty Surplus, increase deductible to \$25,000 (W. Woods, T. Monell)

Aye-	6	Abstain-	0
Nay-	0	Carried	

b. Golden Field Services request for overhead line crossing

- i. Recommendation for \$200 annual fee with CPI increase
- ii. J. Meagher to draw up agreement

c. 2012 YE revenue charts-(attached)- acknowledged

B. Loan Program

- 1. USDA required annual outreach to Women and Minorities completed
- 2. Loan Committee recommendation – Double Aught Lumber request

Motion to approve Loan Committee recommendation to allow Double Aught Lumber temporary increase to NBT Bank Line of Credit (K. Dougherty, D. Daniels)

Aye-	6	Abstain-	0
Nay-	0	Carried	

3. Response letter to USDA re: audit report (attached) - acknowledged

**IX. Executive Session**

Motion to move into Executive Session at 6:00 p.m. pursuant to Public Officers Law section 105 (M. Sauerbrey, W. Woods)

Exit Executive Session at 6:02 p.m.

**X. Old Business**

A. Public Authority Accountability Act

1. Audit Committee report (A. Gowan, R. Kelsey, K. Dougherty)

a. Audit work ongoing

2. Governance Committee report (A. Gowan, W. Woods, D. Daniels)

a. ABO reporting

- i. Procurement Report completed/submitted 3/4/13
- ii. Investment Report completed/submitted 3/4/13

3. Finance Committee report (A. Gowan, W. Woods, D. Barton)- none

**XI. New Business**

A. Tinney work load- due to continually increasing required governmental reporting, work load for last quarter and first quarter is becoming burdensome

B. D. Barton- real property assessment form/Nichols wetland

Motion to authorize D. Barton to sign real property assessment form to act on behalf of the IDA Board as it relates to reassessment for IDA owned wetland property in Lounsberry (W. Woods, T. Monell)

Aye- 6 Abstain- 0

Nay- 0 Carried

C. Celebrating Women in Business Conference- 11/7/13- \$250 sponsorship

Motion to authorize payment of ½ sponsorship (\$250) for the Celebrating Women in Business Conference in November (W. Woods, M. Sauerbrey)

Aye- 6 Abstain- 0

Nay- 0 Carried

**XII. Adjourned-** A. Gowan adjourned the meeting at 6:18 p.m. (W. Woods, T. Monell)

**EXECUTIVE SESSION MEETING MINUTES**  
**Industrial Development Agency**

3/6/13

Time: 6:00 p.m.

On motion of Board Member M. Sauerbrey seconded by Board Member W. Woods the Board of Directors went into Executive Session to discuss:

1. financial matters of a particular person(s)

No action taken.

Motion to exit Executive Session at 6:02 p.m.