



**Tioga County Industrial Development Agency
July 1, 2026 – 4:30 PM
Ronald E. Dougherty County Office Building
56 Main Street, Owego, NY 13827
Legislative Conference Room, 1st Floor
Minutes**

1. Call to Order and Introductions: 4:35 PM

2. Attendance:

- a. Roll Call: J. Ward, B. Evanek, T. Monell, E. Knolles, K. Gillette – in at 4:47 PM, R. Ciotoli
- b. Excused: B. Case
- c. Guests: J. Meagher, C. Yelverton, M. Schnabl - Virtual, L. Williams

3. Privilege of the Floor:

4. Approval of Minutes: June 3, 2026, Regular BOD Meeting

Motion to Approve June 3, 2026, regular Board of Directors meeting minutes as written (T. Monell, E. Knolles)

**Aye: 5 Abstain: 0
Nay: 0 Carried**

5. Financials: May/June

- a. Balance Sheet
- b. Profit & Loss
- c. Transaction Detail
- d. Railroad Revenue
- e. Loan Quarterly Report

Motion to Approve Financial Statements for May/June as written (B. Evanek, E. Knolles)

**Aye: 5 Abstain: 0
Nay: 0 Carried**

6. Committee Reports:

- a. Audit Committee Report: No update
- b. Governance Committee: No update.
- c. Finance Committee: No update.
- d. Loan Committee: No update
- e. Railroad Committee: No update.
- f. Public Relations Committee: No update.

7. New Business:

a. Village of Owego – NY PLAYS application – The Board discussed the Village of Owego’s application to the NY PLAYS Program. A concern regarding the Village’s ability to cover projects cost while awaiting reimbursement from the grant was discussed. The possibility of the IDA providing interim funding was discussed as a potential solution. It was noted that the Community Revitalization Revolving Loan Program could serve this purpose in the future by providing bridge financing to municipalities until grant reimbursements are received. C. Yelverton proposed adding municipalities as eligible applicants to the loan program. The board agreed to add the language to the loan program application and guidelines. It was noted that the funding decisions for the NY PLAYS Program may take approximately one year, so no immediate action is required. The Village was reportedly hesitant to move forward with the application without some level of confidence that interim funding assistance could be available. E. Knolles noted that the Village of Waverly also applied for this program and could potentially benefit from a similar funding option. It was noted that ED&P Community Development Specialist, M. Norton has been contacting other municipalities regarding the program and potential funding opportunities. No motion was needed at this time, as the application has just been submitted and no funding requirements are needed at this time. The proposed project would fund the installation of new playground equipment at Hyde Park.

b. CCTC CD 7150- 6 mo. at 3.55%-The Board discussed the maturity of an existing CD and reviewed the recommendations provided by the finance committee. The finance committee recommended rolling the funds into a new six-month CD at Chemung Canal Trust Company for an interest rate of 3.55%, which is deemed the most favorable rate. Following the motion a board member raised the option of investing through NYCLASS. While it was noted that NYCLASS offers greater liquidity, the available interest rates were lower than those offered at CCTC. Board members noted that the NYCLASS office is in Denver, CO versus CCTC being located locally. Additionally, the board noted that the IDA does not currently have a need for increased liquidity at this time.

Motion to affirm the finance committee’s recommendation to renew CD (7150) within Chemung Canal at an interest rate of 3.55% for 6- month term (R. Ciotoli, T. Monell)

**Aye: 5 Abstain: 0
Nay: 0 Carried**

c. At Your Door Mobile Dog Grooming IRP Loan – At Your Door Mobile Dog Grooming has fully paid off the IRP Loan as of July 2026. J. Meagher’s office is completing paperwork to remove lien on vehicles.

d. NAVO Sales Tax Exempt – NAVO previously had an active sales tax exemption agreement in place, for their DRI project that expired in October of 2025. NAVO Inc. requested an extension to the expired sales tax exemption agreement to complete a new NY Main Street Project. The board concluded that NAVO Inc. would need to reapply due to it being a new project.

e. NY Kicks Program – C. Yelverton presented information on the new NY KICKS program, a grant opportunity to support soccer-related projects. C. Yelverton explained that two local soccer organizations, TCYSA and Hiawatha Soccer Association have expressed interest in applying for funding. To facilitate their participation, it was proposed that the IDA serve as the applicant and if awarded, subgrant the funds to organizations in the county. The minimum grant request is \$75,000 and requires a 50% match contribution, resulting in a \$150,000 project cost. C. Yelverton noted that they are exploring alternative sources for the required match, as providing smaller subgrants would still require 50% match. The application is due July 31st. C. Yelverton sought the board’s feedback on whether the IDA would be willing to serve as

the applicant. It was explained that if awarded the IDA would be responsible for administering the grant. Board members expressed concern regarding whether serving as the applicant aligns with the IDA's statutory mission and responsibilities. One member commented that the program appears to be outside of the traditional role of an IDA and noted that there may be another organization such as a school district that would be a better fit. C. Yelverton noted that the applicants must be non-profit or public authority and that schools are not eligible to apply. The Board also discussed whether soccer organizations could apply directly. It was explained that the required 50% match could present significant financial challenge for the organization. The possibility of utilizing volunteers to help with the matching requirement was also brought up, although board members noted that those resources are already stretched thin. C. Yelverton noted that the organizations do not have the administrative capacity to manage the grant requirements. Board members requested additional information regarding the grant's administrative requirements, including whether administrative costs are eligible for reimbursement, what responsibilities the administering entity would assume, and whether inventory or other asset tracking would be required. While the board members expressed support for the intent of the program and the potential benefits to the local soccer organizations, they remained uncertain whether the IDA should serve as the administrator. The board agreed that another entity may be better suited to administer the program if one is eligible and willing to do so. Following discussion, the board agreed to table the matter until a proposed administrative plan is developed and additional information regarding grant requirements can be provided.

f. Belle's Blues IRP loan- The borrower requested a lien release for two nonfunctional vehicles currently serving as collateral for Belle's Blues' IRP Loan. The vehicles are no longer operational, and no replacement collateral was proposed.

Motion to approve the release of the IDA's Lien on two vehicles, 2012 and 2016 Honda Odyssey serving as collateral for Belle's Blues' IRP Loan. (E. Knolles, T. Monell)

**Aye: 6 Abstain: 0
Nay: 0 Carried**

8. Old Business:

a. OPRHP EPF – Authorization Resolution – The award letter has been received and a resolution on IDA letterhead was requested to accept the funds.

Motion to approve signing the Authorization Resolution for the OPRHP EPF Grant Funds (T. Monell, K. Gillette)

**Aye: 6 Abstain: 0
Nay: 0 Carried**

b. Depot Road Property – The board discussed the appraisals completed by Finger Lakes and Southern Tier Appraisal Group. It was noted that the appraiser used comparable land sales from Hoosick, Webster and Clay for analysis. It was explained that the purpose of the updated appraisals was to better reflect the current market conditions and provide values that were more consistent with the landowners' asking price. Under the FAST NY program property acquisition is an eligible reimbursable expense, which can reimburse up to 90% of the project costs, the updated appraisals will be used in calculating the grant reimbursement. The board also discussed one property where the owner is seeking approximately \$60,000 per acre. The board agreed that continuing to pursue the acquisition of these properties was appropriate,

noting the importance of this area being one of the only defined industrial areas in the county.

- c. FAST NY Grant- This was discussed with the Depot Road Property
- d. HUD “Small Cities” Loan Fund – Per earlier in the meeting the board agreed to add municipalities as eligible applicants to the guidelines of this new loan program. No motion was needed at this time. The proposed program guidelines will be presented and reviewed by the Tioga County Legislature.
- e. 48-50 Lake Street Redevelopment Project – J. Meagher has approved the agreement between the IDA, Land Bank and Tioga County through the Economic Development and Planning Office. The agreements are available for the board to review, and a motion for approval will be presented at the next BOD meeting in August.
- f. MRB Policy Review – The documents are currently being reviewed by MRB.

9. PILOT Updates:

- a. Suneast Solar Pilot – Construction in process.
- b. Lockheed Martin PILOT – Closing in process.
- c. Sales Tax Exemptions Update:
 - i. Arteast Café LLC - \$18,865 / \$24,000 (May 2026)
 - ii. Expired April 2, 2026- The owners were unsure of project completion date, so a renewal was not requested back in April. The owner has reached out stating they would like to continue the project and would like an extension until the end of December 2026. A resolution was drafted to be signed.

Motion to sign the Resolution for the extension of Arteast Café LLC Sales Tax Exemption from April 4th, 2026, to December 31st, 2026. (E. Knolles, K. Gillette)

**Aye: 6 Abstain: 0
Nay: 0 Carried**

10. Project/Grant Updates:

- a. Lounsberry Pre-engineering Study
 - i. USDA RBDG – Scope of work change for the sign is being reviewed by USDA.
- b. Northern Tioga Rail-With-Trail Preliminary Engineering Project
 - i. OPRHP EPF – Grant Agreement to be issued.
 - ii. ARC – Application for \$150,000 project match has been submitted.
- c. DRI Multisite Program- No updates
- d. USDA RBDG Equipment Lease program- No updates
- e. USDA IRP Loan Application –
 - i. The IDA was awarded \$299,000 in IRP Funds.
 - ii. IRP Loan Letter of Conditions package is ready to be issued by USDA

11. Motion to move into Executive Session- No Executive Session requested

12. Motion to adjourn the meeting at 5:10 PM. (E. Knolles, T. Monell)

Next Regular Meeting: August 5, 2026, at 4:30 PM in the Legislative Conference room.