

# Greene County Industrial Development Authority

93 E. East High Street  
Waynesburg, PA 15370  
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## GCIDA Board Meeting Minutes June 14, 2022

### I. The meeting was called to order at 9:00 AM. Those present were as follows:

*Mike Belding, Chairman*

*George Scull, Vice Chairman*

*Greta Mooney, Secretary*

*Cheryl Semonick, Board Member*

*Ernie DeHaas, Solicitor*

*Crystal Simmons, CDBG/HOME Director*

*Blair Zimmerman, Commissioner*

*Rich Cleveland, Exec. Director County Development*

#### **Phone:**

*Phil Hook, Treasurer*

*Connie Bloom, IDA Manager*

#### **Public:**

*Bruce Razillard*

### II. "If a potential conflict exists, you are duty bound to disclose."

### III. Approval of Minutes – May 10, 2022

*Mr. Belding requested a motion to approve May 10, 2022 Meeting Minutes.*

*Motion to approve- Ms. Semonick*

*Second- Mr. Scull*

*All in favor.*

### IV. Treasurers Report

**a. Balance Sheet as of May 31, 2022**

**b. Profit & Loss as of May 31, 2022**

*Ms. Bloom explained that included within the Treasurers report this month is the loan check for Hydraulic Solutions as well as the interest deposit from the Revolving Loan Fund into the General Account. She added those are the only items out of normal with the report.*

*Mr. Belding requested a motion to approve the May 31, 2022 Treasurers Report.*

*Motion to approve- Ms. Mooney*

*Second- Ms. Semonick*

*All in favor.*

**V. Deposits**

**Revolving Loan Payments**

- a. 5/13/2022 – **\$300.00**
  - i. Pennsylvtucky Precision
- b. 5/24/2022 – **\$321.75**
  - i. Vending Solutions
- c. 5/25/2022 – **\$794.18**
  - i. Pizza Italia 2 (Dec 2021)
  - ii. Pizza Italia 1 (Dec 2021 full payment & Jan 2022 partial payment)

**SIP**

- a. 5/24/2022 – **\$1,432.13**
  - i. MRIE

**General Account**

- a. 5/1/2022 – **\$6,304.24**
  - i. RLF Interest
- b. 5/26/2022 – **\$30.00**
  - i. Application Fee - Momma Martin's

*Ms. Bloom stated Pizza Italia sent in a payment and it was applied to pay off their second loan, make a full payment for December 2021 and a partial payment for January 2022 on their first loan. She added that there are loan payments missing and she feels that it could be due to the forward with the USPS. Ms. Bloom explained we received the June payment for Adam Lewis Trucking but not the May and that is odd, he is always on time. She added that emails have been sent and will follow up. Ms. Bloom stated she reached out to the others who were late with payments to make them aware of what they need to become current. Ms. Bloom explained the SIP payments are being made on time and the two deposits into the General Account are from the interest and a Revolving Loan application fee. Mr. Belding asked what the Momma Martin's will do and Ms. Bloom stated they will be located where Rush's was in Rogersville and are a hoagie/pizza/ice cream shop and possibly lottery and tobacco.*

**VI. Approval of Checks for Payment**

**General Account**

- b. DeHaas Law, LLC, Services – **\$305.00**
  - i. General Services
- c. Heather Yorko – **\$74.75**
  - i. Expense Report – Mortgage Filing

**EPA Account**

- a. Observer Reporter – **\$171.86**
  - ii. Environmental Consultant RFQ

*Ms. Bloom reviewed the checks for payment under the General Account for DeHaas Law, LLC. and Heather Yorko and Observer reporter for the EPA Account.*

*Mr. Belding requested a motion to approve the checks for payment.*

*Motion to approve- Mr. Scull  
Second- Ms. Semonick  
All in favor.*

## **VII. Brownfields Initiative**

- a. EPA Assessment and Cleanup Grant
- b. Assessment Grant Change Order #1 (ratify)
- c. Clean Up Grant Change Order #1 (ratify)
- d. BRAC Meeting – June 14, 2022 (immediately to follow)

*Ms. Simmons stated the Assessment and Cleanup grants were awarded and Greene County is the only county to get both. She added that the change orders are due to sending over the documentation to the Grant Manager. Mr. Scull asked who the project manager is and Ms. Simmons replied Michael Taurino. Ms. Simmons added we need to get an updated project letter and that she will be working with Jeremy Kelly. Ms. Simmons explained she would like a timeline to have the railroad tie clean up started in July and procurement was followed for bringing in a consultant that will be assisting with these grants because they are federal funds. She continued to explain how the procurement process took place. Ms. Simmons stated only one RFQ was received and the Committee recommended to extend the deadline another week. She added the opening will be June 20<sup>th</sup> at 1 PM. Ms. Bloom stated she has sent out the information to two different firms after receiving phone calls and anticipate both of them submitting. She added the change orders were signed previously, so they just need to be ratified. Ms. Mooney commented extending the deadline shows due diligence on our part and she also had a couple of questions regarding the scoring sheet, which is sent out with the RFQ. She was surprised that the score for previously working in the county was the highest on the sheet and was curious as to why when this is a federal program and if a firm has completed remediation or EPA work in Washington County, they are still relevant. She added she feels cost should not be one of the lowest numbers on the scoring sheet. Ms. Mooney stated she was curious as to why no one else submitted and Mr. Scull added you may start out with 17% against you if you haven't previously worked in the county. Ms. Simmons responded that the scoring criteria is used in our federal procurements and cost is not as much as a factor since this is an RFQ. She added that experienced in Greene was something in the template and it is important because they are already advanced at the time of submitting with familiarity. Ms. Simmons stated they have the opportunity to earn as many points as submitting experience elsewhere that is a similar project in a similar county. Ms. Mooney stated that in her experience it has always been on score sheets, however, it hasn't been the majority of the points and is that why we only received one. She added the concern is not wanting someone who has worked here in the past, but keeping everyone honest. Mr. Cleveland asked if the scoring sheet was part of the RFQ or was it for the committee only and Ms. Simmons responded it is part of the full RFQ. Mr. Belding asked if we have flexibility to adjust the template for future and Ms. Simmons replied yes, the IDA Board can and then have Mr. DeHaas review. Ms. Simmons stated this was a template for a federal program and Ms. Mooney stated it was definitely a template because corrections had to be made where other counties were mentioned. Ms. Mooney stated she does not have an issue with the RFQ but felt a discussion should be had regarding the scoring. Mr. Scull asked if the scoring came from the template and we didn't change it before it went out and Ms. Simmons explained two templates were meshed together. Mr. Scull said after the RFQ was sent to 180 people only one is able to remove rail ties and Ms. Simmons stated this is for the consultant, the IDA will have to procure again for the rail ties. Ms. Simmons clarified that the RFQ is for a consultant to manage the EPA reporting, ASAP and manage the entire project which must follow the work plan submitted. Mr. Scull asked Ms. Bloom that she had two calls requesting the RFQ and Ms. Bloom confirmed one called two days prior to the first due date and one contacted her yesterday. Ms. Bloom added she emailed the full RFQ out to both of those businesses and Ms. Simmons requested Ms. Bloom send her a copy. Ms. Mooney stated she brought her concerns to the Board to make them aware and if they support the committee to pick the consultant that a poll of the board could take place to meeting the July deadline. Mr. Scull commented he will support the committee. Mr. Hook stated he is of the same mind of Ms. Mooney. Commissioner McClure stated she shares Ms. Mooney's concerns.*

*Mr. Belding requested a motion to ratify both the Assessment Grant Change Order #1 and Clean Up Grant Change order #1.*

*Motion to approve- Mr. Scull  
Second- Ms. Mooney  
All in favor.*

*Mr. Belding made the announcement regarding the BRAC meeting immediately to follow the IDA Board meeting.*

#### **VIII. New Business**

- a. SIP Compliance
  - i. DQ Ricco Holdings

*Ms. Bloom stated that a packet was sent with the information for DQ Ricco Holdings including photos that were taken of the parking lot area which is not completed. She added it still needs to be paved. Ms. Bloom explained the payroll provided is for April and December for both 2020 and 2021 and that Mr. Ricco notated who is considered full-time. She added that in a previous conversation he indicated he may ask for the remaining funds from his award, although he hasn't mentioned it recently. Mr. Belding reviewed the information provided and Ms. Bloom added the last disbursement was in November of 2020 which brought his total disbursed amount to \$17,850 of the \$45,000. Mr. Belding asked Ms. Bloom if that was just in discussion and not a formal request and Ms. Bloom confirmed. Ms. Mooney asked if we should be reviewing compliance if it is still active. Mr. DeHaas agreed that these projects are set up with a timeline and normally the last disbursement within the timeline triggers the review process of compliance, however, if there has been no extension of the project schedule in this case, then you would go on as you have. Ms. Mooney asked if we should provide him in writing our thought process and intentions. Mr. Belding asked if the original agreement has expiration language and Ms. Bloom stated she didn't recall but will research. Mr. DeHaas stated there was definitely a project schedule and Ms. Mooney stated that is very clear when all the money is disbursed. Ms. Bloom mentioned a letter was mailed to Mr. Ricco in March of 2019 stating the expiration is 3 years from the executed agreement. Ms. Mooney suggested providing something in writing explaining dates. Mr. Belding ask Ms. Bloom to prepare a letter including specific dates of actions and summarize the review process.*

*Mr. Belding requested a motion to send a letter to DQ Ricco Holdings.*

*Motion to approve- Mr. Scull  
Second- Ms. Semonick  
All in favor.*

- b. Iron Senergy
  - i. PEDFA

*Ms. Bloom explained the application was submitted and the fee payment from Iron Senergy should be received the first or second week of July. Mr. DeHaas added that is the projected date of the bond closing. Mr. Scull stated he feels the diversity of the Board contributed to the success of the application fee. Mr. Hook added he feels these Boards were created to be self-funding through this mechanism. Mr. DeHaas stated that is accurate especially for Authorities that are acting as a conduit for financing but this Authority has been tasked with a broader mission.*

c. Wilson Commons

*Ms. Bloom discussed, in February Wilson Commons was going to refinance and asked the Board to sign a Subordination Agreement, which it did, but the day before the closing they postponed. She added that she received an email from First National Bank that they are now refinancing through them and they are requesting the same from the Board. Ms. Bloom explained it is the same as the Community Bank subordination agreement where the IDA would be the second lien holder. Mr. Scull confirmed the Community Bank loan never happened and Ms. Bloom indicated that was correct. Mr. DeHaas asked if the amount of the loan is similar to the original from Community Bank. Ms. Bloom stated that it was.*

*Mr. Belding requested a motion to become a second lien holder to First National Bank.*

*Motion to approve- Mr. Scull  
Second- Ms. Mooney  
All in favor*

d. Revolving/Emergency Loan Program

i. Momma Martin's

*Ms. Bloom reviewed the Emergency Loan white sheet for Momma Martin's for the Board. Ms. Mooney asked Mr. DeHaas if the husband needs to be listed on the loan and Mr. DeHaas said if he has no interest in the business, he can still guarantee it. He added if she is the business owner, she can be the borrower and they can both guarantee it.*

*Mr. Belding requested a motion to approve Momma Martin's Emergency Loan in the amount of \$20,000 at 1% for 5 years with the owner being the signatory and the husband signing the guaranty.*

*Motion to approve- Mr. Scull  
Second- Ms. Mooney  
All in favor*

ii. East Dunkard Water Authority

*Ms. Bloom explained to the Board that Tracy Pekar, East Dunkard Water Authority, reached out to see if they are eligible to apply for a Revolving Loan and after speaking with Mr. DeHaas, it was determined they are not. Ms. Bloom added she did let Ms. Pekar know. Mr. DeHaas stated that per the guidelines Municipal Authorities are not eligible. Mr. Scull added he feels we need to focus on businesses.*

e. FASBA

- i. Forgiveness
- ii. Award

*Ms. Simmons stated during the last meeting it was discussed to poll the Board, however, during the poll the Board decided to discuss at the meeting today. She explained the Board decided that Business 53 could be funded in two disbursements if we received additional funds and they provide proof of progress relocating to Greene County and building permits. Ms. Simmons stated she has received the building permit and recommends approval. She explained*

forgiveness would come when they show the business is established and they have hired an employee. Ms. Simmons indicated they are going to have seven employees and the projected timeline is six months. Mr. Scull stated he was getting confused on which business is which through the emails and that is why he wanted to discuss during the meeting. Ms. Mooney stated she recalls approving businesses 51 and 53 and that Business 52 is the one we are discussing now. She added regardless of the number we are discussing the business that was moving to the county and we were waiting on proof that they were moving to the county to use county money on a county business. Ms. Bloom explained this was discussed during Executive Session, but the motion was to approve Business 51 and 53 and poll the Board for Business 52. Ms. Mooney stated we have received the building permit and commitment from them they are moving to the county and Ms. Simmons confirmed. Ms. Mooney mentioned she feels we should only fund Greene County businesses and what is the outcome if they don't move. Ms. Simmons replied, they would have to pay it back if they don't move. Mr. Scull added there needs to be a deadline for moving. Ms. Mooney indicated it should not be any more than six months and Ms. Simmons stated it can't be more than six months. Mr. Scull suggested the deadline of December 1, 2022. Ms. Mooney stated if they don't move, whether by their fault, our fault or no one's fault, they pay the money back.

Mr. Belding requested a motion approve Business #52's FASBA remaining award with the stipulation they have a business established and running by December 1, 2022.

Motion to approve- Mr. Scull  
Second- Ms. Semonick  
All In favor

Ms. Simmons explained the reason we were able to consider Business 52 was because we received additional money. She added the State asked for an outline of the businesses that were denied and any additional funds we would need to fund eligible businesses. Ms. Simmons continued; the State approved an amendment of \$305,740 to work with those additional six businesses. She explained Business 52 is one of those six and the others were over a million dollars in revenue and one is a FASBA exception. Ms. Simmons mentioned the exception is considered an approved use of funds by the State and the State approved amendments to our guidelines to include new businesses. She explained the new business opened in the last quarter 2019 and with our guidelines they were not able to show a disruption. Ms. Simmons discussed comparing 2021 revenue to 2020 revenue and by comparing that it does show this business suffered a loss. She added they were creative during the shut-down to stay open and were not eligible for any other funding. Mr. Belding stated one of the shortfalls with the COVID funding is that it doesn't take into account businesses that open during the window of COVID. He added this business was very flexible in the way they were doing business to survive. Mr. Scull inquired when the business officially opened and Ms. Simmons responded October 2019. Mr. Scull also inquired if this business received any other funding and Ms. Simmons responded they have not received any other CARES Act funding. Mr. Scull also inquired if they have received any funding from Greene County and Ms. Bloom replied they received a SIP award. Ms. Mooney asked if this needs to be pushed out to others who may fall under that category. Ms. Simmons stated these are businesses who had previously applied. Ms. Mooney stated she knows of other businesses in the same situation and Ms. Simmons added if they would have called and checked or applied, we would have accepted their application. Mr. Cleveland stated that we have met with the local restaurant that was newly opened that didn't apply and offered our assistance. Ms. Bloom added that during that meeting we did mention they weren't eligible, because they don't have a way to show a disruption.

Mr. Belding requested a motion approve Business #54's FASBA award of \$50,000.

Motion to approve- Ms. Mooney  
Second- Ms. Semonick  
All In favor

Ms. Simmons discussed the \$305,740 includes a portion of Business 52, Business 54 and three or four others going through financial review and we should have those for the next meeting. Mr. Belding stated this brings COVID funding up to \$1.7 million for Greene County businesses.

Mr. Scull asked how forgiveness is determined and how the scoring is used. Ms. Simmons stated that scoring only comes into play if there wasn't enough funding, but we didn't have that issue. Mr. Scull stated he would like to understand how forgiveness is done. Ms. Simmons explained HUD and the State monitors the CDBG program every other year so they will review the FASBA files next year. Ms. Simmons stated the forgiveness information looks very similar to the sheets the Board reviews, but has the job creation or retention information on it. She added a job creation report is filed with the State. Ms. Simmons also stated eligible expenses are reviewed and all the businesses have been able to show eligible expenses. Ms. Mooney mentioned during the last meeting Ms. Simmons stated the State is not worried about recapture and Ms. Simmons responded they don't want to recapture. Ms. Mooney stated our guidelines are more stringent than the State in regards to recapture. Ms. Simmons confirmed and said the State won't back up a recapture unless it is not eligible on their criteria. Mr. Belding stated initially the State's guidelines stated one million dollars in revenue or more than 100 employees and then three months ago, the new grant manager came back and said that should have been "and", therefore, you could have one million dollars or less than 100 employees or vice versa. Ms. Mooney asked if the forgiveness criteria is 30, 60 and 90 days and Ms. Simmons stated it is 60 and 120. Ms. Simmons mentioned outlining the businesses, what criteria they met, show that they are forgiven and why they were forgiven then present that to the Board. Mr. Scull stated that Greene County has done a great job getting funding out to local businesses.

#### **IX. Old Business**

##### **a. Solar Business Development**

Mr. DeHaas stated they are aware that we agreed on the revised language of the lease and their counsel was to get back to us. He added that it becomes more important if they decide to exercise the lease.

##### **b. Robena Mine Site**

Mr. Cleveland mentioned Mr. Mills is still in negotiations. He added that he is planning on a trip and would like to meet with the Commissioners to update on his plans. Ms. Mooney and Mr. Scull asked if they have requested any other assistance. Mr. Cleveland stated that during our meeting at EQT it was instructed that when they need us, they will reach out.

##### **c. Boondock Sales, LLC (added to agenda)**

Ms. Bloom stated all Board members should have a copy of the letter as well as the update to include dates. Mr. Belding summarized during previous meetings Boondocks SIP information was reviewed and a letter was mailed to Mr. Razillard of the Boards intent. He continued that the first year was waived and during the second compliance review it was determined that repayment was required for the first compliance due to no progression. Mr. Belding mentioned Mr. Razillard attending a meeting requesting the Board reconsider and the Board requested a formal letter which is where we are today. Mr. Belding reviewed the timeline provided by Mr. Razillard and opened the floor for discussion. Mr. Scull confirmed Mr. Razillard doesn't have his dealership license and Mr. Razillard confirmed. Mr. Razillard explained he was unaware he needed to complete a change of use form and the property was zone agriculture. He added he has completed the form and is waiting to schedule the zoning hearing. Mr. Razillard stated K2 Engineering is now handling this for Cumberland Township and they are looking into the zoning discrepancies. Mr. Razillard stated that the State of Pennsylvania must have the Certificate of Occupancy and Zoning to apply for the license. Ms. Mooney said she would be in favor of pausing the action for 90 days to give Mr. Razillard the opportunity to get what he needs. She also suggests bringing the actual applications to the township for the Board. Mr. Scull agrees with Ms. Mooney.

Mr. Belding requests a motion to extend Boondock Sales, LLC for 90 days to provide additional information to review regarding SIP noncompliance.

Motion to approve- Ms. Mooney  
Second- Ms. Semonick  
All in favor

**X. Public Comment**

None

**XI. Executive Session**

None

**XII. Next Meeting – July 12, 2022**

**XIII. Adjournment**

Mr. Belding requests a motion to adjourn the meeting at 11:01 AM.

Motion to approve- Mr. Scull  
Second- Mr. Hook  
All in favor.

**MEETING MINUTES CERTIFICATION**

We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Industrial Development Authority on July 12, 2022.

  
\_\_\_\_\_  
Chairman, Greene County Industrial Development Authority

  
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Vice Chairman, Greene County Industrial Development Authority

  
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Secretary, Greene County Industrial Development Authority