

# Greene County Industrial Development Authority

93 E. East High Street  
Waynesburg, PA 15370  
Tel: 724.852.5259

## GCIDA Board Meeting Minutes November 15, 2022

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

*Mike Belding, Chairman*

*Greta Mooney, Secretary*

*Cheryl Semonick, Board Member*

*Connie Bloom, IDA Manager*

*Crystal Simmons, CDBG/HOME Director*

*Rich Cleveland, Exec. Director County Development*

*Blair Zimmerman, Commissioner*

*Betsy McClure, Commissioner*

#### **Phone:**

*George Scull, Vice Chairman*

*Phil Hook, Treasurer*

#### **Public:**

*Greg Firely, AMO Environmental Decisions, Inc.*

*Mike Palkendo, AMO Environmental Decisions, Inc.*

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

### III. Approval of Minutes – October 11, 2022

*Mr. Belding requested a motion to approve the October 11, 2022 Meeting Minutes.*

*Motion to approve- Mr. Scull*

*Second- Ms. Semonick*

*All in favor.*

### IV. Treasurers Report

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

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

*Ms. Bloom stated, included in the Board's packet this month is the standard treasurer's report as well as tables for both the Cleanup grant and Assessment grant. She added she included the Account Settlement Report from ASAP to show the balance of each grant as money is drawn down.*

*Mr. Belding requested a motion to approve the October 31, 2022 Treasurers report.*

*Motion to approve- Ms. Mooney*

*Second- Ms. Semonick*

*All in favor.*

**V. Deposits**

**Revolving Loan Payments**

- a. 10/4/2022 – **\$300.00**
  - i. Pennsylvtucky Precision
- b. 10/12/2022 – **\$275.77**
  - i. Wilson Commons
- c. 10/19/2022 - **\$400.00**
  - i. Greene County Land Development #3

**SIP**

- a. 12/12/2022 – **\$1,432.13**
  - i. MRIE

*Ms. Bloom stated the deposits look significantly smaller than last month but that is due to October payments being made in September. She added a few letters have been mailed out to the loans that have not sent in payments and are late. Ms. Bloom stated she worked with Mr. DeHaas when composing the letters.*

**VI. Approval of Checks for Payment**

**General Account**

- a. DeHaas Law, LLC, Services – **\$477.50**
  - i. General Services \$212.50
  - ii. Crucible Property \$265.00
- b. Bank-A-Count - **\$15.56**
  - i. JCNH Rentals
  - ii. Mankind Gentleman's Cuts
- c. Connie Bloom - \$83.75
  - i. Expense Report – Blight Event

**EPA Assessment Grant Account**

- a. AMO – **\$2,420.00**
  - i. September Invoice \$1,380.00
    - 1. Quality Assurance Program Plan Development
  - ii. October Invoice - \$1,040.00
    - 1. Quality Management Plan Development

**EPA Cleanup Grant Account**

- a. AMO – **\$3,780.00**
  - i. September Invoice - \$2,740.00
    - 1. Quality Assurance Program Plan Development
  - ii. October Invoice - \$1,040.00
    - 1. Quality Management Plan Development

*Ms. Bloom stated the invoices were emailed to the Board for their review. She reviewed each of the invoices submitted for payment.*

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

*Motion to approve- Mr. Scull*

*Second- Mr. Hook*

*All in favor.*

**VII. Brownfields Initiative**

- a. AMO Greene County Office
  - i. Mike Palkendo
- b. Assessment Grant
  - i. Quality Management Plan/Quality Assurance Program Plan
  - ii. Inventory Outreach/Canvassing
- c. Cleanup Grant
  - i. Quality Management Plan/Quality Assurance Project Plan
  - ii. Subcontractor Outreach
- d. GCBRAC Meeting – December 13<sup>th</sup>

*Mr. Firely introduced Mr. Palkendo who will be located in the AMO office on Richhill Street and is the main point of contact but Mr. Firely will still be involved. Mr. Firely stated the new quality assurance measures have been submitted to the EPA which has 60 days to review. He added while we are waiting for those to be approved, we can move forward with the assessment. Mr. Firely explained we can review the inventory we currently have and canvass for more sites. He inquired as to how the Board would like to proceed and Mr. Belding suggested Mr. Palkendo and Ms. Bloom meet and then bring a summary to the Board. Mr. Firely discussed the Cleanup grant and asked if the Board wants to go out to bid for the rail tie cleanup or reach out to specific entities who would be interested who the Board may or may not know. Mr. Belding stated the County has normally done published bids and Mr. Firely stated that is what we will do and they also must meet Davis Bacon rates and Mr. Belding stated that is always included. Mr. Firely added that is a new rule for the EPA only for earth moving or moving hazardous material. Mr. Belding asked the address of the office and Mr. Firely stated 76 Richhill Street.*

*Ms. Bloom stated the next GC-BRAC meeting is December 13<sup>th</sup>. Mr. Belding stated that the information from the inventory and such could be presented during this meeting.*

**VIII. New Business**

- a. Cypher & Cypher Audit
  - i. Journal Entry Adjustments

*Ms. Bloom stated the 2021 Audit was completed and an email copy was sent to the Board and their official hard copy was provided today. She added there were corrections that she will request be made. Ms. Bloom stated one correction is the address. She continued that the audit went well and that the number of adjustments last year were 144 and this year decreased to 59. Ms. Bloom explained the plan is for Cypher & Cypher present the audit at the December meeting.*



b. DCED Report

*Ms. Bloom stated Cypher & Cypher filed the DCED report and a copy was provided to the Board.*

c. Southern Comfy Boutique

*Ms. Bloom indicated this will need to be discussed during executive session.*

d. Chamber of Commerce 25 Year Award

*Mr. Belding stated a brief ceremony was held and a plaque was presented to the IDA for 25 years of participation.*

e. USDA Fund Report

*Ms. Bloom explained this report is on the revolving loan funds the USDA provided to the IDA. The report is completed and now we can apply for the new round of funding with Delta's assistance. Ms. Mooney asked when this would be awarded and Ms. Bloom replied the application is due in February.*

f. Insurance Renewal (added)

*Ms. Bloom stated she received the insurance renewal from Bailey insurance on Friday, which is due Thursday. Included in the coverage is the previously discussed umbrella coverage due to the Mather development. However, the Board decided to hold off on obtaining this coverage until the lease was signed. Ms. Bloom added the coverage was added to the renewal for \$500 for \$1 million worth of coverage and would like to know if the Board wants to keep it listed or remove the coverage until the lease is signed. Mr. Belding suggested removing it since it is not required, Mr. Scull and Ms. Mooney agreed.*

**IX. Old Business**

i. FASBA

*Ms. Simmons stated there were seven businesses who were last awarded in various stages of compliance review. She added two have reached their 60-day compliance and are in compliance at this time; three have reached the 120-day compliance and one business is underway with both the 60- and 120-day compliance. Ms. Simmons explained all compliance reviews will be completed in late December and the grant can be closed out. She discussed conversations around the \$16,000 being converted to administrative dollars by the grant manager and if they convert it, the money will be reimbursed to the County. Ms. Simmons indicated there is a business that will need to be discussed during executive session.*

b. Robina Mine Site

*Ms. Bloom stated there was no update.*

c. Mather Gateway

*Ms. Bloom state there is no update.*

**X. Public Comment**

*None*

**XI. Executive Session**

*Mr. Belding requested a motion to enter into Executive Session at 9:18 AM.*

*Motion to approve- Ms. Semonick*

*Second- Ms. Mooney*

*All in favor.*

*Mr. Belding requested a motion to exit out of Executive Session at 9:41 AM.*

*Motion to approve- Ms. Semonick*

*Second- Mr. Scull*

*All in favor.*

Mr. Belding requested a motion for a thirty-day information seeking extension for Business # 52.

Motion to approve- Ms. Mooney

Second- Mr. Scull

All in favor.

Mr. Belding requested a motion to start the legal process to notify Southern Comfy Boutique of being in default of their Emergency Loan.

Motion to approve- Mr. Scull

Second- Ms. Semonick

All in favor.

**XII. Next Meeting – December 13, 2022**

**XIII. Adjournment**

*Mr. Belding requests a motion to adjourn the meeting at 9:43 AM.*

*Motion to approve- Ms. Mooney*

*Second- Mr. Hook*

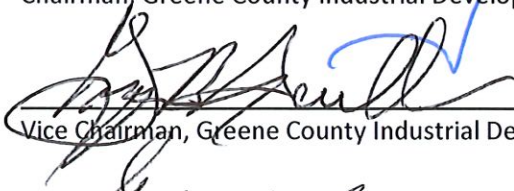
*All in favor.*

**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 December 13, 2022.



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



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



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