

Greene County Industrial Development Authority

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

GCIDA Board Meeting Minutes January 10, 2023

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
Connie Bloom, IDA Manager
Blair Zimmerman, Commissioner
Crystal Simmons, CDBG/HOME Director

Phone:
Phil Hook, Treasurer.
Ernie DeHaas, Solicitor

Public:
Mike Palkendo, AMO Environmental Decisions, Inc.
Tim Fox

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

III. Reorganization - Elect Officers

Mr. Belding stated the IDA reorganizes the Board annually. Mr. Belding informed the Board he submitted a letter of resignation due to increased activity between the County and the IDA. He added this would eliminate the potential perception of a conflict of interest. Mr. Belding explained he has enjoyed his time on the IDA Board and will continue to support the endeavors. Mr. DeHaas explained the vacancy replacement is a recommendation from the IDA Board to the Commissioners.

Mr. Belding opened nominations.

Chairman – Ms. Mooney nominated Phil Hook and Mr. Scull seconded. Mr. Hook asked if the Chairman has any additional responsibilities than a Board member. Mr. Belding replied it is limited and Ms. Bloom does 99% of the work and there may be emails or some discussion in between meetings. Mr. Hook nominated Ms. Mooney, however she declined. Mr. Belding explained there is a back-up with a Vice Chair. Mr. Hook accepted the position.

Ms. Mooney made a motion to appoint Phil Hook as Chairman and Mr. Scull seconded. All in favor. Mr. Hook accepted the position.

Vice Chairman – Ms. Mooney made a motion for George Scull to continue as Vice Chairman and Ms. Semonick seconded. All in favor. Mr. Scull accepted the position.

Secretary – Mr. Scull made a motion for Greta Mooney to continue as Secretary and Ms. Semonick seconded. All in favor. Ms. Mooney accepted the position.

Treasurer – Ms. Mooney nominated Ms. Semonick and Mr. Scull seconded. All in favor. Ms. Semonick accepted the position.

Solicitor – Mr. Scull made a motion to have DeHaas Law, LLC continue as Solicitor for the IDA. Ms. Semonick seconded. All in favor.

Ms. Belding introduced Mr. Tim Fox, who has expressed interest in the County and the Board has a letter of interest from Mr. Fox to fill the vacancy created by Mr. Belding's resignation. Mr. Fox briefly introduced himself and his hope for the County. Commissioner Zimmerman added Mr. Fox has been a member of the Community for years. He continued, he has been a volunteer fireman for 45 years and is passionate about Greene County. Commissioner Zimmerman stated Mr. Fox would be an asset to the County.

Mr. Belding requested a motion to recommend to the Commissioners Tim Fox as an IDA Board member.

*Motion to approve – Mr. Scull
Second – Mr. Hook
All in favor.*

IV. Approval of Minutes – December 13, 2022

Mr. Belding requested a motion to approve the December 13, 2022 Meeting Minutes.

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

V. Treasurers Report

- a. Balance Sheet as of December 31, 2022**
- b. Profit & Loss as of December 31, 2022**

Ms. Bloom stated the twenty-three journal entries have been entered from the 2021 audit. She added that the journal entries were not necessarily corrections, but adjustments to reflect those SIP recipients who have met compliance. Ms. Bloom stated the EPA grant spreadsheets have been updated and included in the Boards packet as per usual. Ms. Mooney asked if the SIP totals are current and Ms. Bloom indicated as of the 2021 audit, yes.

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

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

VI. Deposits

Revolving Loan Payments

- a. 12/1/2022 – **\$261.73**
 - i. Adam Lewis Trucking #4
- b. 12/2/2022 – **\$321.75**
 - i. Vending Solutions
- c. 12/2/2022 – **\$598.50**
 - i. Hydraulic Solutions (Nov & Dec)
- d. 12/9/2022 - **\$275.77**
 - i. Wilson Commons
- e. 12/16/2022 - **\$375.00**
 - i. Greene County Land Development
- f. 12/19/2022 - **\$300.00**
 - i. Mankind Gentlemen's Cuts
- g. 12/19/2022 - **\$341.87**
 - i. Momma Martin's
- h. 11/14/2022 - **\$350.00**
 - i. Greene County Land Development #3
- i. 11/15/2022 - **\$275.77**
 - i. Wilson Commons
- j. 11/29/2022 - **\$341.87**
 - i. Momma Martins (Nov)

SIP - None

EPA Assessment Grant

- a. 12/13/2022 - **\$4,925.00**
 - i. ASAP Draw Down

EPA Cleanup Grant

- b. 12/13/2022 - **\$1,672.00**
 - i. ASAP Drawn Down

Ms. Bloom stated the SIP account reflects no deposit and a phone call was made to MRIE. She added MRIE informed her that the check was mailed out the week prior. Ms. Bloom continued the check was received two days later and they are current on payments. Ms. Bloom explained she also added the ASAP draw down deposit as another way to keep track of the grants. Mr. Belding reviewed the different accounts for Mr. Fox's benefit.

VI. Approval of Checks for Payment

General Account

- b. DeHaas Law, LLC, Services – **\$275.00**
 - i. General Services \$275.00
- c. Chamber of Commerce - **\$175.00**
 - i. 2023 Membership Renewal
- d. Cincinnati Insurance - **\$1,285.00** (Ratify)
 - i. Policy Renewal

Revolving Loan Account

- a. SIP Account - \$1,432.13
 - i. MRIE deposit correction

EPA Assessment Grant Account

- a. AMO – \$7,705.00
 - i. December Invoice - \$7,705.00
 - 1. Site Inventory Review, Update and Mapping

EPA Cleanup Grant Account

- b. AMO – \$2,365.00
 - i. December Invoice - \$2,365.00
 - Rail Tie Removal Bidding Documents and Quality Assurance Coordination

Ms. Bloom stated the invoices were emailed to the Board for their review. Ms. Bloom reviewed the checks for payment and stated a check from the RLF made payable to SIP needs to be added. She added this is due to the deposit for MRIE being incorrectly deposited into the RLF 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. Quality Assurance Program Plan approval update
- b. Assessment Grant
 - i. Inventory Outreach/Canvassing
- c. Cleanup Grant
 - i. Subcontractor Advertising

Ms. Bloom stated the approval for the Quality Assurance program has been received. She added the updated inventory list was provided to the Board and Mr. Scull provided feedback. Ms. Mooney stated she reviewed the list as well and feels a multilayer approach would be best. She added the sites that are actively being used by the gas industry should not be a priority and the focus should be those that have been for sale or are currently for sale. Ms. Mooney indicated we need to have some criteria that the sites must meet. Mr. Scull suggested have high, medium, low priority on the sites. Ms. Mooney asked how some of these properties made the list and Mr. Palkendo replied that they were vacant or some other factor. Ms. Mooney asked if they had known environmental concerns and he said no not necessarily. Ms. Simmons asked if the inventory list is the original that was created for Phase I and Ms. bloom replied yes and Mr. Palkendo added the original list has been updated. Ms. Semonick stated she knows some of the properties listed will never sell. Ms. Mooney suggested reaching out to other resources who may know of properties that have issues that should be included on the list. Mr. Belding suggested come back next month with priorities from each Board member and move forward. Ms. Bloom stated she will reach out to the municipalities for input. Ms. Simmons explained the original inventory list was created using criteria of over 50 acres, industrial and near an interstate. Ms. Bloom provided a copy to all Board members Mr. Scull's notes. Mr. Belding confirmed the timing is not an issue and Mr. Palkendo stated the sooner we can conduct outreach the better. Ms. Boom explained the RFP is being created and will be published for the contractor for the rail tie cleanup. Ms. Scull asked who the RFP will go to and Ms. Bloom replied per the last meeting it will be advertised in the Observer Report, on the IDA's webpage and Facebook page and the Commissioners webpage and Facebook page and will look into PennBid. Mr. Belding suggested sending to the Board for review and silence is consent.

VIII. New Business

a. 2022 Interest Letters

- i. Revolving Loan
- ii. Emergency Loan
- iii. SIP

Mr. Bloom explained the interest letters will be mailed out to the recipients of the Revolving Loan and emergency Loan funds as well as those SIP recipients who were found to be in compliance. Mr. Belding asked if someone double checks the figures and Ms. Bloom indicated the audit and it is also through QuickBooks.

b. SIP Compliance Review

- i. Ricco DQ Holdings
- ii. Adamson Pottery Works
- iii. D. Moore & Son Monuments
- iv. SEF Land, LLC

Ms. Bloom stated the first quarter compliances for SIP will be starting. She added she has sent emails to request payroll and will present to the Board when complete. Ms. Bloom discussed some of these will be the third and final reviews.

IX. Old Business

i. FASBA

Mr. Scull stated he would like to address the letter the Board received from Mr. DeHaas regarding Miller Company Electrical Contractors. He added he doesn't feel they met compliance and the money should be returned. Ms. Mooney stated she sits on the Planning Commission as well and knows the building permit has changed from the original submission and with that change, she feels the money needs to come back. She added the way she understands the IDA Board would make the recommendation to the Commissioners and they would decide whether to recapture the money.

Mr. Belding requested a motion to recommend recapture of Miller Company Electrical Contractors' FASBA award to the Commissioners due to the business not meeting the terms and conditions.

Motion to approve- Mr. Scull

Second- Ms. Semonick

All in favor.

Mr. Belding instructed Ms. Bloom to draft a letter to the Commissioners with the Board's recommendation. Ms. Bloom asked if she is going to draft a letter or will Ms. Simmons since she is the one who has handled the FASBA recommendations to the Commissioners. Mr. Belding stated Ms. Simmons can draft the letter.

Ms. Simmons stated the \$16,000 administrative funds have been approved and the funds are being drawn down. She added this should be complete in the next couple of weeks.

b. Robina Mine Site

Ms. Bloom stated there was no update.

c. Mather Gateway

Ms. Bloom stated there was no update.

d. Crucible Property

Ms. Bloom stated there was no update.

X. Public Comment

None

XI. Executive Session

Mr. Belding requested a motion to enter into Executive Session at 9:46 AM.

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

Mr. Belding requested a motion to exit out of Executive Session at 10:02 AM.

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

XII. Next Meeting – February 14, 2023

XIII. Adjournment

Mr. Belding requests a motion to adjourn the meeting at 10:03 AM.

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

MEETING MINUTES CERTIFICATION

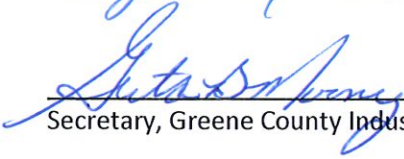
We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Industrial Development Authority on February 14, 2023.



Chairman, Greene County Industrial Development Authority



Vice Chairman, Greene County Industrial Development Authority



Secretary, Greene County Industrial Development Authority

