

MINUTES
Greene County Industrial Development Authority
October 28, 2020

The meeting was called to order at 9:02 A.M. Those present were as follows:

Mike Belding, Chairman
George Scull, Vice Chairman
Greta Mooney, Board Member
Phil Hook, Board Member
Jeremy Kelly, Planning Director
Richard Cleveland, Chief Clerk CDBG
Crystal Simmons, CDBG/HOME Director
Kayla Reyes, GCIDA Associate
Ernie DeHaas, GCIDA Solicitor

By Phone:

Linda Chambers, Board Member

Public:

Donald Chappel, GCIDC
Gary Klinefelter, GCIDC

I. 'If a potential conflict, you are duty bound to disclose'

II. Reorganization

Mrs. Reyes discussed the reorganization that included the two newest board members Mr. Hook and Mrs. Mooney. Mrs. Reyes stated that she and Ms. Simmons had discussed waiting until the end of January to do the rest of the reorganization. Mrs. Reyes stated that she has created a spreadsheet of the terms going back to 2014 that includes the names of the individuals who filled those terms. Mrs. Reyes added that two terms are ending in December of this year, the first being Ms. Chambers and the second Mr. Hook. Mr. DeHaas stated that if it cannot be traced back five staggered terms, he believes the authority with the concurrence of the Commissioners could separate those two terms from expiring at the end of this year. Mr. Belding asks that the board comes up with a recommendation for the November meeting that can be approved in the next meeting and the issue can be resolved by the first of January. No action was considered necessary at the moment.

IV. Approval of Minutes – September 23, 2020

Mr. Belding requests a motion to approve Meeting Minutes from September 23, 2020.

Motion to approve- Mr. Scull

Second- Ms. Chambers

All in favor.

V. Treasures Report

- a. **Balance Sheet** as of September 30, 2020
- b. **Profit & Loss** as of September 30, 2020

Mrs. Reyes stated that the negative accounts payable balance that had been discussed at the previous meeting was looked into by Mrs. Morris. The issue there was a payment for a bill was entered without the bill being entered as well. There was also another discrepancy that was a charge for \$124 for the Revolving Loan Fund back in 2017 for a mortgage satisfaction and a mortgage recording bill. They are isolated and they are entered in there with a journal entry. Mrs. Reyes stated that those incidents were for the revolving loan fund and are going to reflect in the balance but they are isolated incidents with the

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journal entries to explain what they are for.

Mr. Belding requests a motion to approve Treasurers Report.

Motion to approve- Mr. Scull

Second- Ms. Chambers

All in favor.

VI. Approval of Checks for Payment- General Acct

- a. DeHaas Law, LLC
 - i. Invoiced through September 28 - \$598.50
 - ii. Nermal v. GCIDA - \$57.00
- b. Bank-A-Count – Payment Coupons, GCLD Emergency Loan - \$18.66
- c. Observer Reporter – Special Meeting Ad - \$58.50
- d. Pittsburgh Business Times Invoice (discuss)

EPA Account:

- e. County of Greene – QuickBooks Checks - \$87.96
- f. AMO Environmental Decisions Inc.
 - i. PetroProds – T3 Site Assess/Reporting - \$16,226.99
 - ii. HazSubsts – T3 Site Assess/Reporting - \$14,143.14

Mrs. Reyes explains who each of the checks are for and their purpose. Two are for Mr. DeHaas for the \$598.50 and the Nermal vs GCIDA for \$57, making his total \$655.50. Then there is a bank account payment coupon to order the new coupons for Mrs. Miller's emergency loan for \$18.66. Next is the \$58.50 payment for the special meeting ad for September in the observer reporter. Mrs. Reyes states that the Pittsburgh Business Times Invoice subscription might be picked up by the budget, it was originally being paid for the planning department, Ms. Simmons adds that they are trying to reduce budget. Mrs. Reyes adds that it was not an actual payment rather just a point for discussion. Mrs. Reyes goes on to discuss payments in the EPA Account, which are QuickBooks checks for the First National EPA bank account totaling \$87.96. Then two AMO Environmental Decision invoices, the first for the Petroleum site assessments with reporting for \$16,226.99 and the Hazardous site assessments with reporting for \$14,143.14. Ms. Simmons gave a brief update on those invoices for the Brownfields initiative.

Mr. Belding requests a motion to approve checks for payment.

Motion to approve- Mr. Scull

Second- Ms. Chambers

All in favor.

VII. Deposits

- a. **Revolving Loan Payments: #1 & #2 entered into QuickBooks.**
 - i. \$2,324.50 – 10/02/2020
 - 1. Pizza-Italia - \$1,417.50
 - 2. Adam Lewis Trucking - \$907.00
 - ii. \$12,059.00 – 10/08/2020
 - 1. The Locker Room - \$ 12,059.00

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- iii. \$943.56 – 10/09/2020
 - 1. Main Contracting - \$943.56
- iv. \$275.77 – 10/13/2020
 - 1. Wilson Commons - \$275.77
- v. \$944.60 – 10/26/2020
 - 1. Pizza Italia (Current: Loan 1 - Sept, Loan 2 – Oct)

Mrs. Reyes shared the list of payments made on the RLF that were deposited. Mrs. Reyes added that as of now all of the Revolving Loan accounts are up-to-date and current.

VIII. New Business

- a. Greene County Industrial Development Inc. - Introduction

Mr. Chappel handed out his business cards and introduced himself. The Greene County Industrial Development team consists of seventeen individuals, they meet quarterly and have an annual budget of around \$300,000. Currently the IDC owns the Evergreen Technology Park and the Paisley Industrial Park, along with 15 acres and 3 sites in Carmichaels. The IDC does not receive funds from the county, sometimes they do receive funds from the state. They work on grants and loans that they earn. Mr. Belding discussed the importance of developing a tax base in Greene County and bringing departments together to do so. Ms. Simmons and Mr. Chappel discussed how opportunities are advertised to business.

IX. Brownfields Initiative - Update

- a. Next GC – BRAC Meeting – December 9, 2020 at 10 AM

Ms. Simmons started by informing the newest board members on the actions the committee completes and other important details relating to the topic. Ms. Simmons states that the finances are being worked through on the final site. Ms. Mooney requested that the site reports are made available. Mr. Belding states that the next BRAC meeting is on December 9, 2020 at 10 AM.

X. Old Business

- a. SIP
 - i. DQ Holding, LLC – Invoice for installation of storm water drainage
 - ii. MRIE & Pizza-Italia Compliance

Mrs. Reyes gave an update on DQ that the final prints from K2 engineering had been received for the storm water drainage system. Mr. Ricco requested \$12,850 be granted for him to pay to get that started. Mrs. Reyes stated that she has not yet received the final engineering reports from Mr. Ricco. Mrs. Reyes stated that she sent out an email to receive the compliance from MRIE & Pizza-Italia which she has not received a reply. Mrs. Reyes adds that she did receive an email stating the employees and their salaries for the past year. Mrs. Reyes is awaiting the rest of the response to her email.

Mr. Belding request a motion to approve \$12,850 for DQ Holdings.

Motion to approve- Mr. Scull

Second- Mrs. Mooney

All in favor.

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XI. Public Comment

None

XII. Executive Session

None

XIII. Next Meeting – November 25, 2020

Mr. DeHaas states that the McKees Rock and Pizza-Italia issues need to be resolved in the next meeting. Mr. DeHaas gave a quick overview of the lawsuit brought up against the GCIDA due to the incident on the Greene River Trail. Mr. DeHaas stated that the case is in a discovery phase and has not yet been brought to trial.

Mr. Belding requests a motion to adjourn the meeting at 10:00 AM

Motion to approve- Mrs. Mooney


Second- Mr. Scull

All in favor.

XIV. Adjournment

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 Nov 25, 2020



Chairman, Greene County Industrial Development Authority



Vice Chairman, Greene County Industrial Development Authority