

MINUTES
Greene County Industrial Development Authority
January 12, 2021

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

George Scull, Vice Chairman
Greta Mooney, Board Member
Ernie DeHass, GCIDA Solicitor
Jeremy Kelly, Planning Director
Betsy McClure, GC Commissioner

By Phone:

Mike Belding, Chairman
Phil Hook, Board Member
Kayla Reyes, GCIDA Associate
Greta Mooney, Board Member
Crystal Simmons, CDBG/HOME Director
Richard Cleveland, Chief Clerk CDBG

Public:

Greg Firely, BCES

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

III. Reorganization – Elect Officers

In compliance with GCIDA By Laws dated September 12, 1967, the Board of Directors will reorganize with four officers: Chairman, Vice-Chairman, Treasurer and Secretary.

- a. **Chair:** Kayla Reyes asked for nominations for Chair. *Mr. Scull recommended Mr. Belding for Chairman. Mr. Hook second the motion. All in favor. Mr. Belding accepted the position. Motion*
- b. **Vice Chair:** Chairman Mike Belding asked for nominations for Vice Chair. *Mrs. Mooney nominated Mr. Scull for vice chairman. Mr. Hook second the motion. All in favor. Mr. Scull accepted the position.*
- c. **Secretary:** Chairman Mike Belding asked for nominations for Secretary. *Mr. Scull nominated Mrs. Mooney for secretary. Mr. Hook second the motion. All in favor. Mrs. Mooney accepted the position.*
- d. **Treasurer:** Chairman Mike Belding asked for nominations for Treasurer. *Mrs. Mooney nominated Mr. Hook for treasurer. Mr. Scull second the motion. All in favor. Mr. Hook accepted the position*

Mr. Belding stated the favored candidate for the empty seat on the board was Ms. Semonic as shown by the matrix. Mr. Belding stated the board will recommend Ms. Semonic to the Commissioners to appoint the new member. Ms. Simmons brought attention to that if in agreeance, the board members will all be set as endorsers for checks.

IV. Approval of Minutes – December 9, 2020

Mr. Belding requests a motion to approve Meeting Minutes from December 9, 2020.
Motion to approve- Mr. Hook
Second- Mrs. Mooney
All in favor.

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V. Treasurers Report

- a. **Balance Sheet** as of December 31, 2020
- b. **Profit & Loss** as of December 31, 2020

Mrs. Mooney asked for which year the payment for the audit was. Ms. Simmons stated that the payment approval is for the 2018 audit. Mrs. Mooney addressed the amount being waived for the SLP Loans. Ms. Simmons stated that clarification from Cypher & Cypher is needed. Mr. Belding stated that the balance appears to be correct. Mrs. Mooney questioned that the net income is a negative. Ms. Simmons stated that the goal is to break even however, it is not uncommon for the number to be in the negatives. Ms. Simmons added that bringing in the Revolving Loan Fund should hopefully aid this case.

Mr. Belding requests a motion to approve the Treasurers Report.

Motion to approve- Mr. Hook

Second- Mrs. Mooney

All in favor.

VI. Approval of Checks for Payment

Mrs. Reyes stated that there are five payments to be made from the general account and one from the PA account.

General Account

- a. Observer Reporter - \$145.60
 - i. November Meeting Notice - \$61.50
 - ii. Reorganization - \$84.50
- a. Cypher & Cypher, 2018 audit - \$5,815.00
- b. Chamber of Commerce, member dues - \$150.00
- c. Dehaas Law, LLC, Services-Dec 14 - \$762.50
- d. Adam Lewis Trucking - \$15,772.56

EPA Account

- e. AMO Environmental Decisions, Inc. - \$7,343.95
 - i. Petro T3 Site Assess/Reporting - \$3,821.45
 - ii. HazSubts T3 Site Assess/Reporting - \$3,522.50

Mrs. Reyes explains the breakdown of each invoice. The Adam Lewis Trucking Payment is actually coming from the Revolving Loan Funds. As approved in the last meeting, Mr. Lewis will be moving forward with the Emergency Loan Fund. The check was written for \$37,900, because Mr. Lewis is paying off his old loan and consolidating to the Emergency Loan Fund. The additional money going to Adam Lewis Trucking is the \$15,772.56.

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

Motion to approve- Mr. Scull

Second- Mr. Hook

All in favor.

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VII. Deposits

Mrs. Reyes stated that there were four deposits that were made to the IDA account.

- a. Revolving Loan Payments**
 - 1. 12/15/2020 - \$1,691.63
 - i. Main Contracting LLC - \$943.56
 - ii. Wilson Commons LLC - &275.77
 - iii. Pizza Italia 1&2 - \$472.30
 - 2. 12/23/2020 - \$350.00
 - i. The Ice Plant (GCLD) - \$350.00
- b. General Account**
 - 1. 12/23/2020 - \$5,584.71
 - i. 2018 Interest

VIII. New Business

- a. Walmart Community Grant (Ratify)**
- b. Forgivable Advance for Small Business**
 - i. Underwriter RFQ
- c. Economic Development Administration**
 - i. CARES Funding Disadvantage Coal Communities
- d. Partnership with Job Training Agency**
 - i. IDA Internship
- e. GreeneSiteSearch**
 - i. Zoom Business

Ms. Simmons explained that a \$5,000 grant application was submitted to Walmart. The grant was written for hardware and other software needed for the GIS mentorship program. The response to the grant is still being waited on.

Mr. Belding requests a motion to ratify the Walmart Community Grant.

Motion to approve- Mrs. Mooney

Second- Mr. Hook

All in favor.

Ms. Simmons stated a submission of the CDBG-CV for CARES funding is to be used for the FASBA. The county and IDA are partnering, the IDA being the grant loan officer. The grant is to be used to pay the salary of both the IDA associate and Director of CDBG. The grant application was awarded for a little over \$600,000. CDBG administration to fund the IDA position and Director of CDBG salary. Loan applications are being accepted, the first-round closing on January 15, 2021, the second-round closing on February 1, 2021. Mrs. Reyes stated that there has been twenty-five inquires and three applications submitted. Ms. Simmons stated that there has been a different reimbursement plan written for staff assisting with the program. Ms. Simmons proposed that applications be accepted for an underwriter that can be paid through the CDBG program. Ms. Simmons stated that the EDA released funding for disadvantage coal communities. This could potentially be a funding source when more information is obtained. Mr. Belding added that there are new opportunities for writing grants and that those opportunities should be made

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aware of to Mr. Cleveland. Mrs. Reyes informed the board members that she submitted her letter of resignation and her last day will be January 22, 2021. Ms. Simmons stated that the most cost-efficient way to fill Mrs. Reyes position is the involvement of a partnership with a job training agency. Southwest Training Services with pay for an undergraduate, graduating this semester with a major in accounting and minor in marketing to fill the position. The intern will fill the position for up to six weeks. After the six-week period the position will come to discussion again to determine what is best moving forward. Ms. Simmons stated that the GreeneSiteSearch is a program being utilized online to advertise vacant properties and properties for sale. The site includes features such as community data, GIS mapping and other useful features. One feature in particular, Zoom Business is the inventory of businesses in Greene County. Mrs. Reyes stated that there are seventy-three properties included thus far on GreeneSiteSearch.

IX. Brownfield Initiative

- a. Greg Firely, BCES Senior Project Manager/Environmental Scientist AMO Environmental Decisions
- b. Next GC-BRAC Meeting March 9, 2021 at 10 AM

Mr. Firely shared that a report was submitted covering phase one's completion. Individual parcels were evaluated under phase one. Phase two includes a sampling analysis plan for the Locust site. For the Mather site there is now a case manager. Mr. Firely strongly suggested that the county applies for the next round of funding. Mr. Firely explained the different types of grants that are available. Ms. Simmons stated that there is a piece of property in Crucible that might be in need of obtaining funding through the ISRP program. Along with areas in both Morgan Township and Mt. Morris. Mr. Belding added that continuing the momentum built with potential site cleanups, the recommendation for the future is to pursue grants up to \$600,000. There needs to be two coalitions to be eligible to apply for the funding.

The next GC-BRAC Meeting will be March 9, 2021 at 10AM.

X. Old Business

- a. MRIE- Repayment
- b. SIP Compliance Schedule
- c. Certified Economic Development Organization (CEDO)

Mrs. Reyes stated that the six compliances reviewed at the last meeting by the board were found to be non-compliant. Mrs. Reyes had a discussion with MRIE where they were unhappy with the results of the review and the repayment due. The topic of repayment was brought to the attention of the board for discussion. Mr. Belding suggested that a proposal be drawn up that included getting the \$50,000 principle back at a thirty-six-month period with 0% interest with the opportunity to still fulfil the original contract.

Mr. Belding requests a motion to approve the agreed upon proposal for acquiring the principle back.

Motion to approve- Mrs. Mooney

Second- Mr. Scull

All in favor.

Mrs. Reyes explained the excel sheet that had been created to display all compliances of the SIP loan with each individual business. Yellow highlighted areas are those that need to be completed within the next

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three months. Orange highlighted areas are those that are past due. Mrs. Reyes stated that D. Moore and Son Monuments, Fox Ford, and UBR should have been completed as of January 11, 2021. Mrs. Reyes stated that she will be getting in contact with each of these businesses to make sure they are aware of the action that needs to take place on their part. Ms. Simmons stated that along with Mrs. Reyes and Mr. Cleveland a submission for a Right- to-Know was made to obtain information about the County's CEDO. Information is being collected to determine what it takes for the IDA to become a Certified Economic Development Organization. Mrs. Reyes emphasized on the importance of a close-working relationship with the CEDO, as they are the first to become aware of the grants that are available. Along with being the first one to have eligibility to apply for those funds.

XI. Public Comment

None

XII. Executive Session

Mr. Belding requests a motion to move to executive session.

Motion to approve- Mr. Hook

Second- Mr. Scull

All in favor.

Mr. Belding requests a motion to move out of executive session.

Motion to approve- Mr. Hook

Second- Mr. Scull

All in favor.

XIII. Next Meeting

The next meeting will be February 9, 2021.

XIV. Adjournment

Mr. Belding requests a motion to adjourn the meeting at 10:53AM.

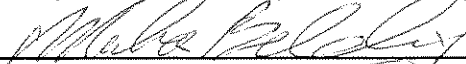
Motion to approve- Mr. Hook

Second- Mr. Scull

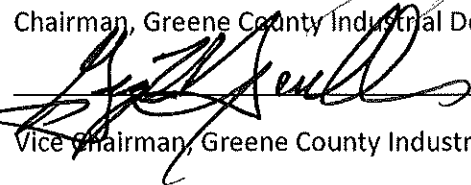
All in favor.

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 8, 2021



Chairman, Greene County Industrial Development Authority



Vice Chairman, Greene County Industrial Development Authority