

MINUTES
Greene County Industrial Development Authority
February 21th, 2020

Call to Order:

The meeting was called to order at 12:00 P.M.. Those present were as follows:

Mike Belding, Vice Chairman
Jason Neighbors, Secretary
Linda Chambers,
Jeremy Kelly, Acting Planning Director
Crystal Simmons, CDBG/HOME Director

I. Approval of Minutes - October 29th, 2020 Meeting

Motion to approve: Linda Chambers

Second: Jason Neighbors

All in Favor.

II. Reorganization – *Mr. Belding made a motion to postpone to a later meeting the reorganization of the officers, seconded by Mr. Neighbors: all were in favor.*

III. Ethics statement: Mr. Belding read the following – “If a potential conflict exists, you are duty bound to disclose it”

IV. Treasurers Report –

- A. Balance Sheet as of February 10, 2020
- B. Profit & Loss February 10, 2020

Motion to approve: Linda Chambers

Second: Jason Neighbors

All in Favor.

V. Approval of Checks for Payment -

A. Observer Publishing Co. \$175.68 (\$128)

- \$47.68 – Ad # 1415- (previously approved, October 29th)
- \$62.74 – Ad# 1431
- \$65.26 – Ad# 2387
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**B. Liberty Mutual Insurance Co. \$25.00
late fee – crime protection policy**

C. Kim Hartnett – \$516.25

- \$297.50 Invoice #3- 12/31/2020
- \$218.75 Invoice #4- 02/11/2020

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D. DeHaas Law, LLC –

- \$2679.00 – 1936-000M: General Authority Solicitor
- \$589.00 – 1936-011M: Beranger Nemaal v. GCIDA

Motion to approve: Jason Neighbors

Second: Linda Chambers

All in Favor.

VI. Public Input – No Public present

VII. Deposits

a. Revolving Loan Payments: \$14,717.90 All transactions entered into QB

- | | |
|-----------------------------|-----------------------------|
| 1. \$6,734.33 on 11/08/2019 | 4. \$907.00 on 12/26/2019 |
| 2. \$2,089.77 on 12/05/2019 | 5. \$1,219.33 on 01/15/2020 |
| 3. \$1,982.00 on 12/20/2019 | 6. \$1,785.47 on 02/10/2020 |

VIII. New Business

A. Strategic Impact Program

Mr. Belding explained that the program was going to idle for the time being and no new application will be accepted until a full evaluation of the funding streams are completed.

- **Snapshot of funding**

Mr. Kelly explained that there is currently enough money to handle any and all disbursements that remain for the SIP program. He also looked for a motion to accept payments in the following amounts to be disbursed:

- **UBR: \$50,000**
- **Fox Ford, Inc. and SEF Land, LLC: \$50,000**
- **D. Moore & Son Monuments: \$50,000**
- **Boondocks Sales, LLC: \$50,000**
 - \$22,820.32 Request #1
 - \$27,179.68 Request #2
- **Cree Farms: \$22,174.83**
 - \$22,174.83 Request #2
- **RG Building Supply: \$36,883.39**
 - \$36,883.39 Request #1

Motion to approve: Linda Chambers

Second: Jason Neighbors

All in Favor.

IX. GCIDA, Fiscal and Administrative Associate – Pending

Crystal reviewed the proposed Economic Development Restructuring developed in cooperation with with the Greene County Commissioners, Planning Director and Redevelopment Authority Director. She explained that the County intends to hire a Fiscal Associate, Administrative Associate which will be shared staff between the Planning Department and the Community Development Department.

Motion to designate county personal to work on behalf of the IDA: Linda Chambers

Second: Jason Neighbors

All in Favor.

A. 2020 GCIDA Individual Budget

Crystal reviewed the IDA's 2020 Individualized budget draft. Linda Chambers questioned expenses related to Personnel regarding allocation of time by the Director and the breakout of salary/benefits. Crystal explained that although the Personnel expenses include time allocated by the GCIDA Associate and CDBG/HOME Director there will be other employees, those already mentioned, who will assist the Authority. The County will also fund those new positions allocated time but those salaries were not included in the budget.

Motion to approve: Linda Chambers
Second: Jason Neighbors
All in Favor.

X. LANGAN/MATHER

A. Revolving Loan Fund –

- **Buddys Payoff (motion)**

Mr. DeHaas explained that Buddys Inc. who defaulted on a loan many years ago and has been written off has requested a payoff in the amount of \$36,587.68

Motion to approve: Jason Neighbors
Second: Linda Chambers
All in Favor.

- **USDA Rural Development; IDA Report Due: Oct. 2019 (Motion)**

Crystal explained that USDA RLF reporting was due and with the earlier motion to approve County employees to handle IDA matter she would proceed with the reports.

Motion to approve Crystal Simmons to report in the LINC system: Linda Chambers
Second: Jason Neighbors
All in Favor.

- **Revised Work Plan (Motion)**

Motion to develop potential work plan revisions that will be flexible and approved by USDA: Jason Neighbors
Second: Linda Chambers
All in Favor.

- **Funding Interest Review (Motion)**

Motion to approve a review of interest rates: Linda Chambers
Second: Jason Neighbors
All in Favor.

B. ISRP Grant (Update)

Crystal reported that the grant was complete and closed and that there was a second part of the ISRP Program that may be potential funds to pursue.

C. US EPA Grant (Update)

- **Cooperative Agreement Recipient**
 - Urgent need to demonstrate sufficient progress

Crystal reviewed the status of the EPA grant and the discussion with the consultant to date

- **Quarterly and Annual Reporting**
 - Minority / Women Owned Business Reporting (MBE/WBE)
 - Federal Financial Reporting (FFR)
 - US Assessment Cleanup and Redevelopment Exchange System (USACRES), updates required

Crystal reviewed the delinquent reporting and what would need submitted to be current.

D. Recommendations to Proceed (Motion)

Crystal reviewed the actions take so far by LANGAN, the firms existing qualifications and rates. Compared to other environmental agencies the schedule of rates were significantly overpriced in addition to the staff being under qualified.

- **Terminate LANGAN Contracts – Page 17 Part 13**

Motion to request Ernie Dehaas to submit a letter of suspension and or termination to LANGAN: Linda Chambers

Second: Jason Neighbors

All in Favor.

- **Contract with AMO Environmental Decisions (Certified Small Business)**

1. Greg M. Firely, BCES Key Personnel

Motion to proceed with AMO contingent upon LANGANS contract suspension: Linda Chambers

Second: Jason Neighbors

All in Favor.

E. Procure Services for EPA Work Plan

Crystal recommended a Request for Proposals to be posted once the LANGAN suspension/termination was final and AMO was selected; however, the action would be delayed and RFP would I be considered upon canceling the LANGAN agreements and once the grant requirements were compliant.

F. PADEP Brownfields Conference (Motion)

- March 9-11, 2020, The Penn Stater, State College, PA

Motion to send Crystal Simmons to the EPA Brownfields Conference and fund expenses up to \$700.00: Jason Neighbors

Second: Linda Chambers

All in Favor.

XI. Old Business

A. Cypher & Cypher – 2018 Audit

XII. Public Comment

XIII. Executive Session (litigation)

Motion to enter Executive Session: Linda Chambers

Second: Jason Neighbors

All in Favor.

Motion to exit Executive Session: Linda Chambers

Second: Jason Neighbors

All in Favor.

XIV. Next Meeting:

Proposed for March 20th, 2020 at 9:00 am.

XV. Adjournment

Motion to approve: Linda Chambers

Second: Jason Neighbors

All in Favor.