

MINUTES
Greene County Industrial Development Authority
April 17th, 2020

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

Mike Belding, Vice Chairman
Jason Neighbors, Secretary
Linda Chambers,
Jeremy Kelly, Planning Director
Crystal Simmons, CDBG/HOME Director
Kayla Reyes, GCIDA Associate

I. Call to Order

II. Reorganization

- a. Discussed advertisement for board meetings in 2020.
- b. Ms. Simmons shared the Advertisement to be used to recruit more GCIDA Board members, Mr. Belding proposed changing the text to read "Can We Count on You?"

Mr. Belding requested a motion to recommend to the Commissioners George Scull as an official board member

Motion to approve: Jason Neighbors

Second: Linda Chambers

All in Favor.

III. Ethics Statement- *Mr. Belding read the following 'If a potential conflict, you are duty bound to disclose'*

IV. Approval of Minutes – March 20, 2020 Public Meeting

Motion to approve: Mike Belding

Second: Linda Chambers

All in Favor.

V. Treasurers Report

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

Mr. Kelly explained that there are 3 outstanding balances. A check written to the county for T&A Auto for \$124, which will just need voided, Liberty Mutual, for crime protection, and reimbursement to the county for \$60.75 to replace that original \$124. Mr. Kelly will reach out to Robbie to verify that voided check.

Mr. Belding requested a motion to approve the Balance Sheet and the Profit & Loss Sheet.

Motion to approve: Linda Chambers

Second: Jason Neighbors

All in Favor.

VI. Approval of Checks for Payment – Community Bank account

- a. **DeHaas-** Mr. Kelly states this was previously approved, but now have the funds to make payment.
- b. **AMO - \$7,908.75 -** Ms. Simmons explained this special project request from IDA to county, discrepancy for administration dollars.

Mr. Belding requested a motion to approve the expenditure with the caveat to determine where the funds be pulled:

All in favor. Motion to approve: Jason Neighbors

Second: Linda Chambers

All in Favor.

MINUTES
Greene County Industrial Development Authority
April 17th, 2020

VII. Deposits

- a. **Revolving Loan Payments: 2 and 3 were entered into QuickBooks**
 - 1. \$2,286.30 – 3/13/2020
 - 2. \$2,669.56 – 4/02/2020
 - 3. \$275.77- 4/14/2020

Mr. Kelly stated #1 was overlooked last month, but was entered into QuickBooks, #2 and #3 also entered.

VIII. New Business

a. Strategic Impact Program - Compliance Determination/Verification

Mr. Kelly discussed that we still have 4 outstanding liabilities, Adamson Pottery Works at \$4,828.64, Rico-Dairy Queen at \$40,000, RG Building Supply still has \$13,116.61 left for withdrawal. Total outstanding liability at \$57,945.25 plus interest. Mr. Belding suggested that once Kayla gets settled in the position, that we go back through, to hold those delinquencies accountable.

IX. GCIDA, Fiscal and Administrative Associate

Ms. Simmons stated that our GCIDA Associate was officially filled, Kayla Reyes transferred to that position. Ms. Simmons proposed that the Fiscal position have a testing portion of the interview to show fiscal skills and discussed how interviews will be conducted. Administrative Assistant could be interviewed via phone and the others could be done at the fairground in person with proper social distancing.

X. USDA Revolving Loan Fund

- a. **Interest Transfer**
- b. **Work Plan Revisions**

Ms. Simmons expressed the need to go over the budget to determine where we are, financially. The interest transfer has not been done since 2017. She also proposed reviewing banking options to get a higher interest rate and revising the work plan. Ms. Simmons also proposed the potential to utilize our USDA RLF or develop another loan program, since the CARES Act funds are becoming quickly exhausted with the possibility of offering a loan consolidation with better interest rate. Mr. Belding also agreed work plan revisions to loosen up those funds for our local businesses, and suggested to put together options for RLF, confirm with USDA that we can allocate the funds that way, then focus once we've gotten that approval.

XI. BROWNFIELDS INITIATIVE

- a. **US EPA Grant Update**
- b. **Special Project Request**

Ms. Simmons discussed the request for proposals, we will start receiving those April 30, once awarded we can request funding. For Special Project Request, we are requesting the additional \$2,000 to be drawn down to use towards additional expenses.

Mike Belding noted that a discussion was held to allow the additional funding be allowed for flexible use.

MINUTES
Greene County Industrial Development Authority
April 17, 2020

XII. Old Business

a. Cypher & Cypher – 2018 Audit

Ms. Simmons stated that she reached out to Cypher & Cypher are still going to include them, but are going to simply host it ourselves and save \$6,000 on the Cloud. They had sent us a 3-year engagement letter, which is all underway, just to update.

XIII. Public Comment

No public comment.

XIV. Executive Session (litigation)

Mr. Belding stated there is no need for action. Ernie stated that with the lawsuit is still in the pleading stage, no changes.

XV. Next Meeting

Proposed for conference call on Tuesday, May 26, 2020 at 9 A.M.

XVI. Adjournment

Mr. Belding requested a motion to adjourn

Motion to approve: Linda Chambers

Second: Jason Neighbors

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 _____, 2020

Chairman, Greene County Industrial Development Authority

Vice Chairman, Greene County Industrial Development Authority