

Redevelopment Authority County of Greene
Meeting Minutes
December 13, 2021

CALL TO ORDER Barry Nelson called the meeting to order at 1:04 p.m.

SIGN IN

Present: Thelma Szarell, Barry Nelson, George Scull, Marcia Sonneborn

Absent:

Guests Present: Jeremy Kelly, Connie Bloom, Betsy McClure

By Phone: Ralph Burchianti

PUBLIC COMMENT

No public comment.

APPROVAL OF THE MINUTES

George Scull made a **motion** to accept the minutes from the November 8, 2021 meeting as distributed via email. Thelma Szarell 2nd. All were in favor and the motion passed.

EXECUTIVE SESSION

George Scull made the motion to go into Executive session at 1:05 p.m.

George Scull made the motion to come out of Executive session 1:55 p.m.

Recommendation for RDA Director was decided in the Executive session, Adam Herreid will be recommended to the Commissioners pending background check and final review by the Commissioners. George Scull made the **motion**. Thelma Szarell 2nd. All were in favor and the motion passed.

Ralph was only available part of the time; he was excused after this.

Notification was requested to be sent out to the other candidates that applied.

TREASURER'S REPORT

Barry Nelson presented the November 2021 Balance Sheet, Current Month P & L, YTD P & L, and County Statement of Revenue and Expenditures (through November 2021). After some discussion regarding the Floral building being sold for a loss, and another party being interested in it, Commissioner McClure asked Ms. Bloom to reach out and see if the County would have any other building of interest. The two closings from 324 5th Ave, and 263 4th Ave are reflected in the report George Scull made a **motion** to accept the Treasurer's Report as distributed for file and final audit. Marcia Sonneborn 2nd. All were in favor and the motion passed.

Mr. Nelson reviewed list of current Land Contracts.

OLD BUSINESS

Properties for Sale

23 Wood Avenue, Nemaquin is For Sale. Asking \$45,000. Renovations completed in August 2020. No interest.

323 5th Ave, Crucible is For Sale. Asking \$81,500.

324 5th Ave, Crucible is For Sale. Asking \$83,900. Closed November 18th.

263 4th Ave, Crucible is For Sale. Asking \$86,400. Closed November 24th.

193 S. Washington St and 9 W. Lincoln St, Waynesburg, vacant land. Tim Frye, Prompt Quality Painting, will purchase for \$23,000. Title issue with 9 W. Lincoln St. Colin Fitch is working on title issue. Letters sent to previous owner's address in Brownsville were not returned. Colin has filed Complaint-Action to Quiet Title in Court of Common Pleas. Sheriff will serve Brownsville address.

141 North Avenue, Rices Landing. Asking \$99,900. Colin Fitch is working on title issues related to property. Not listed or marketing since clouded title. Offer made but rescinded.

126 A Street, Clarksville - Scott Hoy and Faith Morris applied for USDA Loan. They had some required repairs that needed to be done pre the USDA. All repairs are done and pictures were emailed to USDA. Closing tentatively scheduled for January 8th.

333 Steele Hill Rd – Desiree Baker had stopped in to see if it is possible, to get her LIPC Extended another year, due to her husband only being employed a year. This is due to lay offs and COVID. He needs to be employed for 2 years to qualify for loan through Blue Prints.

Nineveh Heights

Update on Nineveh Heights project with Morris Township. \$800K PHARE grant received. Project not doable due to costs per lot. Review additional land CNX might consider donating in Jefferson/Crucible. Looked at land with Rich Cleveland. George Scull talked to Jamie Harshman, Rich Cleveland and George are trying to get some developers to look at that property. Harshman is on hold, rather than spend more money. Until they find out how much it will cost to get utilities out to the property.

Tax Assessment Appeals

Tax Assessment Appeals on 40 Wood and 46 School. Petition filed in Greene County Court of Common Pleas on both properties. No date for hearing.

Old Rogersville School Development

Two modular homes are in place. Roofs need to be lifted and work finished inside. Electric, water, and sewer are being hooked up. An oversize detached 1-car garage will be built. Roofs are on, the siding is still not up to the peak. Received a call from Center TWP, about people getting nails in tires, and trash blowing around. Wade's was to send someone out to clean it up.

Review of Homes in Rehab Inventory

1. 64 Diaz and 17 Wood, Nemaquin.
2. 124 2nd St, Clarksville (Pitt Gas).
3. 82 C St, Clarksville (GI Town). Half of duplex to renovate. Other half of duplex is rented.

4. 295 5th Ave, Crucible. Tim Guesman doing sweat equity on some repairs. Tim's desire is to purchase home from RDA. Mr. Scull asked how can we verify his hours of sweat equity and stated a conversation is needed on Mr. Guesman's intentions. This needs to be put on a time table.
5. 363 Nazer St, Waynesburg. New roof put on home. Contract signed with Gaskill Contracting to start additional work. Change order submitted for \$873. Was for revisions to kitchen.

Title Issues with Properties Purchased at Judicial Sales

Title issues from properties purchased at Judicial Sales are being addressed: 47 School St, Clarksville, 114 Bliss Ave, Nemaocolin, 141 North Ave, Rices Landing, 9 W. Lincoln St, Waynesburg, List of Properties for Colin Fitch to search.

Data on History of RDA Properties, Presented by George Scull

George Scull distributed update on data and is in the process of refining further. No. update.

154 W. Greene St, Waynesburg

This is the home John and Kathy McNay would like to donated to RDA. Deed recorded by RDA on December 8th and was closed December 9th with Trakken Properties, LLC.

*Recorded
already*

NEW BUSINESS

1. Reviewed LIPCs expiring in 2021. 63-64 C St, Clarksville Kokoska & Nelson has been in touch with Blueprints and are completing mortgage application. Looked at during review of LIPC
2. Offer on 46 and 47 School St, Clarksville of \$82,000 with 3% seller assist, and one year home warranty at a cost of \$489.00 accepted. Title issue on 46 School St, Clarksville cleared. See Colin Fitch's letter regarding title issue on 47 School St vacant lot. Recommendation is to sell this on two separate transactions. 46 School St has been Sold.
3. Peggy Walker is interested in purchasing 23 Wood St, Nemaocolin. Would need to be through a Land Contract or long-term rental that would lead to a Land Contract. See attached application. Reviewed application with discussion. Need to reach out to Peggy and see if she's still interested. See if \$550 is doable if not the Board will reconsider the price.
4. Melissa Haught is interested in purchasing 363 Nazer St, Waynesburg once it is rehabbed. Would need to be through a long-term Land Contract.
5. Tyler & Nicole Toland are interested in 141 North Ave, Rices Landing. See application and mortgage pre-approval letter. Ms. Bloom to contact them to submit their letter of interest, however they rescinded the offer.
6. Tax Assessment changes received; property record cards were presented with what changes were recorded.

DIRECTOR'S REPORT

1. Update on Steve Salisbury. No update.
2. Finances. Need to sell houses/LIPCs. Ten LIPCs are in place (1880 Jefferson Rd, 333 Steele Hill Rd, 63-64 C St, 323 3rd St, 190 March Ave, 126 A St, 40 Wood, 215 2nd St, 401 N Market St, 114 Bliss Ave); and rentals of 295 5th Ave, 126 Fairview Ave, 81 C St, and 33 A St. Nemacolin home-owner repair payments are also being made monthly.
3. Payments in arrears (over one month): 185 & 186 March Ave, Nemacolin, five months on mortgage, nineteen months behind on home repair payments which started in January 2020 (made payments on mortgage and home repairs on September 5). 126 Fairview Ave, Jefferson, two months. 33 A St, Clarksville (GI Town), two months in arrears,
4. Projects underway: Rogersville homes; 363 Nazer St rehab; closing on 324 5th Ave Crucible and 126A Street Clarksville; sale of 46-47 School Street Clarksville, 126 A St Clarksville, Carmichaels Area School District Helping House -29 Wood St Nemacolin.
5. There was a lot of discussion about the assessment of the RDA homes and communication with the RDA letting the Assessment office know the square footage of home to get an amount for the new homeowners to know how much the taxes will be so there is no surprise.

NEXT MEETING:

January 10, 2022

ADJOURNMENT

George Scull made a **motion** to adjourn the meeting. Marcia Sonneborn seconded. All in favor and the meeting adjourned at 3:10 p.m.

Redevelopment Authority of the County of Greene

Balance Sheet

As of December 31, 2021

	Dec 31, 21
ASSETS	
Current Assets	
Checking/Savings	
10105-1 Community Bank checking	14,802.60
10105-2 Community Bank MMA	1,696,340.43
10105-6 Rental/Land Contract Pur	325,333.60
Total Checking/Savings	2,036,476.63
Other Current Assets	
15105 Tools	22,083.41
Total Other Current Assets	22,083.41
Total Current Assets	2,058,560.04
Other Assets	
16105 Other Assets -Real Estate	
16105-1 Acquisition Costs	275,207.58
16105-2 Construction Costs	
16105-2-1 Contract Work	1,120,594.80
16105-2-2 Materials	279,427.46
16105-2-3 Mileage (Inc Tk Fuel)	36,481.52
16105-2 Construction Costs - Other	255,103.99
Total 16105-2 Construction Costs	1,691,607.77
16105 Other Assets -Real Estate - Other	2,701.56
Total 16105 Other Assets -Real Estate	1,969,516.91
Security Deposits Paid	-600.00
Total Other Assets	1,968,916.91
TOTAL ASSETS	4,027,476.95
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20100 Accounts Payable -Vendor	-422.43
Total Accounts Payable	-422.43
Other Current Liabilities	
Deferred Revenue	1,800.00
Security Deposits Received	1,327.00
Total Other Current Liabilities	3,127.00
Total Current Liabilities	2,704.57
Total Liabilities	2,704.57
Equity	
Retained Earnings	3,707,286.27
Net Income	317,486.11
Total Equity	4,024,772.38
TOTAL LIABILITIES & EQUITY	4,027,476.95

Redevelopment Authority of the County of Greene
Profit & Loss December 2021
December 2021

	Dec 21
Ordinary Income/Expense	
Income	
43210 Int. Income Investments	
Administration Fee	54.79
43210 Int. Income Investments - Other	3,210.14
Total 43210 Int. Income Investments	3,264.93
Income from Gas/Oil Lease	1,690.83
Income from Rental Property	775.00
Income from Sales of Property	10,438.71
Other Types of Income	
43205 Interest Income Checking	2.96
Total Other Types of Income	2.96
Total Income	16,172.43
Gross Profit	16,172.43
Expense	
Contract Services	
62735 Other Prof Services	220.75
Total Contract Services	220.75
Facilities and Equipment	
62105 Heating fuel/natural gas	84.69
62115 Water	-115.49
62120 Sewer	132.00
62510 Property Insurance	5,077.35
Real Estate Taxes	-1,261.15
Total Facilities and Equipment	3,917.40
Loss from Operations	
Loss on Sale of Property	8,270.96
Total Loss from Operations	8,270.96
Total Expense	12,409.11
Net Ordinary Income	3,763.32
Net Income	3,763.32

Redevelopment Authority of the County of Greene
Profit & Loss YTD 12/31/2021
01/01/2021 through 12/31/2021

	Jan - Dec 21
Ordinary Income/Expense	
Income	
43210 Int. Income Investments	
Administration Fee	-8,376.09
Late Fee	150.00
43210 Int. Income Investments - Other	38,431.21
Total 43210 Int. Income Investments	30,205.12
Grants and Other Funding	
43411 State Grants- Capital	820,000.00
44105 Other Financing Sources	2,215.45
Total Grants and Other Funding	822,215.45
Income from Gas/Oil Lease	10,684.21
Income from Rental Property	26,114.00
Income from Sales of Property	22,747.37
Other Types of Income	
43205 Interest Income Checking	7.83
HOA Fee	1,200.00
Other Types of Income - Other	7,099.83
Total Other Types of Income	8,307.66
Total Income	920,273.81
Gross Profit	920,273.81
Expense	
62615 Travel and Training	20.00
Business Expenses	
62310 Advertising	339.84
Total Business Expenses	339.84
Contract Services	
62705 Legal Services	18,463.95
62735 Other Prof Services	147,706.50
Accounting Fees	189.53
Administrative Fee	-8,233.60
Total Contract Services	158,126.38
Facilities and Equipment	
62105 Heating fuel/natural gas	1,499.12
62110 Electric	5,159.21
62115 Water	5,475.35
62120 Sewer	5,410.50
62125 Garbage/Janitorial	42,239.25
62510 Property Insurance	16,601.48
Crime Insurance	321.00
Equipment Rental	9,569.10
Liability Insurance	1,278.64
Property Maintenance	550.00
Real Estate Taxes	
County Taxes	2,866.35
Municipal Taxes	2,346.57
School Taxes	6,915.27
Real Estate Taxes - Other	-14,021.04
Total Real Estate Taxes	-1,892.85
Selling Expense	693.00
Total Facilities and Equipment	86,903.80

8:47 AM

01/10/22

Accrual Basis

Redevelopment Authority of the County of Greene
Profit & Loss YTD 12/31/2021
01/01/2021 through 12/31/2021

	Jan - Dec 21
Loss from Operations	
Loss on Sale of Property	341,303.56
Total Loss from Operations	341,303.56
Operations	
62035 Postage	7.70
62605 Dues & Subscriptions	150.00
63105 Supplies	445.19
Total Operations	602.89
Payroll Expenses	
61105 Salaries & Wages	5,116.90
61210 Workers Comp	388.41
61215 Unemployment comp	151.48
61221 Social Security	317.24
61222 Medicare	74.20
Total Payroll Expenses	6,048.23
Prior Period Adjustment	9,443.00
Total Expense	602,787.70
Net Ordinary Income	317,486.11
Net Income	317,486.11

County of Greene
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
14212 - Redevelopment authority
From 1/1/2021 Through 12/31/2021

		<u>Current Year Actual</u>	<u>YTD Budget - Revised</u>	<u>Percent Total Budget Remaining - Revised</u>
Expenditures				
Salaries & Wages	61105	62,847.20	83,969.30	25.15%
Medical Coverage	61205	6,868.66	9,752.32	29.57%
Workers Comp.	61210	451.02	1,049.62	57.03%
Unemployment Comp.	61215	373.00	622.00	40.03%
Social Security Tax	61221	3,809.32	5,206.10	26.83%
Medicare Tax	61222	890.84	1,217.55	26.83%
Life Insurance	61225	74.20	168.00	55.83%
Local Service	62205	60.23	0.00	0.00%
Printing and Reproduction	62610	35.00	0.00	0.00%
Employee Dev - Conference Cost	62615	25.76	0.00	0.00%
Computer Services	62710	649.99	0.00	0.00%
Other Professional Serv.	62735	25.00	0.00	0.00%
Supplies	63105	38.00	0.00	0.00%
Total Expenditures		<u>76,148.22</u>	<u>101,984.89</u>	<u>25.33%</u>
Changes in Fund Balance		<u>(76,148.22)</u>	<u>(101,984.89)</u>	<u>(25.33)%</u>
Ending Fund Balance		<u>(76,148.22)</u>	<u>(101,984.89)</u>	<u>(25.33)%</u>

County of Greene
Expanded General Ledger - Unposted Transactions Included In Report
14212 - Redevelopment authority
From 1/1/2021 Through 12/31/2021

Fund Code	GL Code	Effective	Name	Debit	Credit	Transaction Description
	Balance 62615			25.76		
100	62710		Opening Balance	0.00		
100	62710	3/28/2021	American Express	649.99		RDA - INTUIT*QUICKBOOKS
			Transaction Total	649.99	0.00	
	Balance 62710			649.99		
100	62735		Opening Balance	0.00		
100	62735	6/9/2021	Klink & Co., Inc.	12.50		Background Checks
100	62735	7/19/2021	Klink & Co., Inc.	12.50		Background Checks
			Transaction Total	25.00	0.00	
	Balance 62735			25.00		
100	63105		Opening Balance	0.00		
100	63105	1/13/2021	Amazon Capital Services	2.97		RDA - Pendaflex Top-Tab Pressboard Classification
100	63105	1/13/2021	Staples Business Credit	5.85		RDA - PILOT G2 RETRACT GEL BOLD BE DZ,3TAB FLDR LTR BLU
100	63105	1/15/2021	Staples Business Credit	7.50		RDA - 32GB USB 3.0 - 5PK
100	63105	3/1/2021	Amazon Capital Services	5.79		RDA - Blue Summit Supplies Triplicate Receipt Book
100	63105	4/8/2021	Amazon Capital Services	1.74		RDA - Avery Write-On Dividers for 2-Prong Classifi
100	63105	4/8/2021	Staples Business Credit	4.07		RDA - NXT ELECTRONICS DSTR 100Z 2 PK
100	63105	7/30/2021	Staples Business Credit	10.08		Supplies
			Transaction Total	38.00	0.00	
	Balance 63105			38.00		
			Balance 14212 - Redevelopment authority	833.98		

Redevelopment Authority of the County of Greene

Balance Sheet

As of October 31, 2021

	Oct 31, 21
ASSETS	
Current Assets	
Checking/Savings	
10105-1 Community Bank checking	1,621.41
10105-2 Community Bank MMA	1,485,617.10
10105-6 Rental/Land Contract Pur	316,264.11
Total Checking/Savings	1,803,502.62
Other Current Assets	
15105 Tools	22,083.41
Total Other Current Assets	22,083.41
Total Current Assets	1,825,586.03
Other Assets	
16105 Other Assets -Real Estate	
16105-1 Acquisition Costs	279,698.42
16105-2 Construction Costs	
16105-2-1 Contract Work	1,307,130.40
16105-2-2 Materials	282,343.62
16105-2-3 Mileage (Inc Tk Fuel)	36,074.50
16105-2 Construction Costs - Other	311,211.16
Total 16105-2 Construction Costs	1,936,759.68
16105 Other Assets -Real Estate - Other	2,701.56
Total 16105 Other Assets -Real Estate	2,219,159.66
Security Deposits Paid	-600.00
Total Other Assets	2,218,559.66
TOTAL ASSETS	4,044,145.69
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20100 Accounts Payable -Vendor	1,723.87
Total Accounts Payable	1,723.87
Other Current Liabilities	
Deferred Revenue	1,800.00
Security Deposits Received	1,327.00
Total Other Current Liabilities	3,127.00
Total Current Liabilities	4,850.87
Total Liabilities	4,850.87
Equity	
Retained Earnings	3,707,286.27
Net Income	332,008.55
Total Equity	4,039,294.82
TOTAL LIABILITIES & EQUITY	4,044,145.69

Redevelopment Authority of the County of Greene

Profit & Loss October 2021

October 2021

	Oct 21
Ordinary Income/Expense	
Income	
43210 Int. Income Investments	
Administration Fee	50.15
43210 Int. Income Investments - Other	2,378.82
Total 43210 Int. Income Investments	2,428.97
Income from Gas/Oil Lease	949.52
Income from Rental Property	1,175.00
Income from Sales of Property	12,308.66
Other Types of Income	
HOA Fee	300.00
Total Other Types of Income	300.00
Total Income	17,162.15
Gross Profit	17,162.15
Expense	
Business Expenses	
62310 Advertising	253.74
Total Business Expenses	253.74
Contract Services	
62705 Legal Services	2,317.93
62735 Other Prof Services	823.75
Administrative Fee	600.00
Total Contract Services	3,741.68
Facilities and Equipment	
62105 Heating fuel/natural gas	13.50
62110 Electric	274.50
62115 Water	65.81
62120 Sewer	250.00
62510 Property Insurance	-437.09
Real Estate Taxes	-846.31
Total Facilities and Equipment	-679.59
Loss from Operations	
Loss on Sale of Property	305,534.49
Total Loss from Operations	305,534.49
Total Expense	308,850.32
Net Ordinary Income	-291,688.17
Net Income	-291,688.17

Redevelopment Authority of the County of Greene
Profit & Loss YTD 10-31-21
1-1-21 through 10-31-21

	Jan - Oct 21
Ordinary Income/Expense	
Income	
43210 Int. Income Investments	
Administration Fee	-8,485.67
Late Fee	150.00
43210 Int. Income Investments - Other	32,570.97
Total 43210 Int. Income Investments	24,235.30
Grants and Other Funding	
43411 State Grants- Capital	820,000.00
44105 Other Financing Sources	2,215.45
Total Grants and Other Funding	822,215.45
Income from Gas/Oil Lease	6,788.76
Income from Rental Property	23,941.00
Income from Sales of Property	12,308.66
Other Types of Income	
43205 Interest Income Checking	4.14
HOA Fee	1,200.00
Other Types of Income - Other	7,099.83
Total Other Types of Income	8,303.97
Total Income	897,793.14
Gross Profit	897,793.14
Expense	
62615 Travel and Training	20.00
Business Expenses	
62310 Advertising	339.84
Total Business Expenses	339.84
Contract Services	
62705 Legal Services	15,919.28
62735 Other Prof Services	146,855.75
Accounting Fees	69.53
Administrative Fee	-8,233.60
Total Contract Services	154,610.96
Facilities and Equipment	
62105 Heating fuel/natural gas	1,397.70
62110 Electric	4,861.16
62115 Water	5,491.98
62120 Sewer	5,218.50
62125 Garbage/Janitorial	42,239.25
62510 Property Insurance	11,453.60
Crime Insurance	321.00
Equipment Rental	9,569.10
Liability Insurance	1,278.64
Real Estate Taxes	
County Taxes	2,866.35
Municipal Taxes	2,346.57
School Taxes	6,915.27
Real Estate Taxes - Other	-11,937.29
Total Real Estate Taxes	190.90
Total Facilities and Equipment	82,021.83
Loss from Operations	
Loss on Sale of Property	312,697.84
Total Loss from Operations	312,697.84
Operations	
62035 Postage	7.70
62605 Dues & Subscriptions	150.00
63105 Supplies	445.19
Total Operations	602.89
Payroll Expenses	
61105 Salaries & Wages	5,116.90
61210 Workers Comp	388.41
61215 Unemployment comp	151.48
61221 Social Security	317.24
61222 Medicare	74.20
Total Payroll Expenses	6,048.23
Prior Period Adjustment	9,443.00
Total Expense	565,784.59
Net Ordinary Income	332,008.55
Net Income	332,008.55

County of Greene
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
14212 - Redevelopment authority
From 1/1/2021 Through 9/30/2021

		<u>Current Year Actual</u>	<u>YTD Budget - Revised</u>	<u>Percent Total Budget Remaining - Revised</u>
Expenditures				
Salaries & Wages	61105	45,390.95	83,969.30	45.94%
Medical Coverage	61205	5,868.37	9,752.32	39.83%
Workers Comp.	61210	378.11	1,049.62	63.98%
Unemployment Comp.	61215	358.46	622.00	42.37%
Social Security Tax	61221	2,739.72	5,206.10	47.37%
Medicare Tax	61222	640.69	1,217.55	47.38%
Life Insurance	61225	60.20	168.00	64.17%
Local Service	62205	53.43	0.00	0.00%
Printing and Reproduction	62610	35.00	0.00	0.00%
Employee Dev - Conference Cost	62615	25.76	0.00	0.00%
Computer Services	62710	649.99	0.00	0.00%
Other Professional Serv.	62735	25.00	0.00	0.00%
Supplies	63105	<u>38.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expenditures		<u>56,263.68</u>	<u>101,984.89</u>	<u>44.83%</u>
Changes in Fund Balance		<u>(56,263.68)</u>	<u>(101,984.89)</u>	<u>(44.83)%</u>
Ending Fund Balance		<u>(56,263.68)</u>	<u>(101,984.89)</u>	<u>(44.83)%</u>