

## AGENDA

The regular monthly meeting of the Redevelopment Authority of Somerset County Board of Directors, scheduled for Wednesday, March 20, 2024, at 3:00 PM, in the Commissioner's Board Room, 300 North Center Avenue, Somerset, Pennsylvania 15501.

- I. Call to Order
- II. Pledge of Allegiance
- III. Board Minutes – January 17, 2024
- IV. Public Comment
- V. Executive Director's Report
- VI. Old Business
  - A. Department Report
    1. Public/Community Facilities
  - B. Other
- VII. New Business
  - A. Tax Claim Bureau – Private Offers
  - B. Other
- VIII. Conferences & Seminars
- IX. Invoices
  - A. February, 2024 – Ratify
  - B. March, 2024 – Approve
- X. Travel
  - A. February, 2024 – Ratify
  - B. March, 2024 - Approve
- XI. Other
- XII. Adjournment

**The next meeting of the Board of Directors is scheduled for May 15, 2024, at 3:00 PM. in the Commissioner's Board Room, 300 N. Center Avenue, Suite 500, Somerset, PA 15501.**

The Redevelopment Authority of Somerset County Board of Directors held their regular meeting on March 20, 2024, at 3:00 PM, in the Commissioner's Board Meeting Room located on the 5<sup>th</sup> floor at 300 North Center Avenue, Somerset, Pennsylvania 15501.

**MEMBERS IN ATTENDANCE**

Gregory S. Osikowicz – Chairperson  
Gary L. Chalk – Vice-Chairperson  
Nicholas S. Costantino – Secretary  
Austin Mostoller - Treasurer

Steven R. Spochart – Executive Director  
Patricia A. Adamczyk – Deputy Executive Director

**Guests in Attendance**

Commissioner Brian K. Fochtman  
Commissioner Irvin H. Kimmel, Jr.

Commissioners Fochtman and Kimmel were introduced to the Board prior to the start of the meeting.

Mr. Osikowicz, Chairperson, called the meeting to order with the Pledge of Allegiance at 3:00 P.M.

Mr. Osikowicz asked for a motion to dispense with the reading of the January 17, 2024, minutes. Mr. Costantino made the motion, Mr. Mostoller seconded, and the motion carried. Mr. Osikowicz asked if there were any corrections, additions, or deletions to the January 17, 2024, board minutes. As there were none, a motion was made by Mr. Chalk to approve the minutes, as presented. Mr. Mostoller made the second, and it was unanimously approved.

**PUBLIC COMMENT**

There was no public comment currently.

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Spochart presented his report, as contained in the Board's packet. There were no items requiring action at this time.

300 N. Center Avenue, Suite 520, Somerset, PA 15501  
(814) 443-2780 (814) 445-4570 Fax 1-800-847-1878 1-800-654-5984 (TDD)

### OLD BUSINESS

The Board was updated on upcoming projects; however, there was nothing requiring action at this time.

### NEW BUSINESS

After a lengthy discussion about three (3) Tax Claim properties, Mr. Costantino made a motion to authorize the Redevelopment Authority's submission of private offers to the Tax Claim Bureau for an amount up to the upset price. The Authority will be seeking the Commissioners' approval to use Act 152 Demo Fund monies for the acquisition and ultimate demolition of the three properties. Simultaneously, the Authority will be looking to sell the properties to new owners so that the vacant lots return to the tax rolls.

Mr. Mostoller made a motion and Mr. Costantino seconded to authorize the buying of Easter gift cards for the staff. This motion was unanimously approved.

### CONFERENCES AND SEMINARS

No action needed at this time.

### INVOICES

Mr. Mostoller made a motion to ratify approval of the invoices and contractor payments as presented for February 2024. Mr. Chalk seconded, and the motion carried.

Mr. Mostoller a motion to pay the invoices as presented for March 2024. Mr. Costantino seconded this motion and it carried.

### TRAVEL

At this time, Mr. Mostoller made a motion to ratify payment of the travel expenses for February 2024, of \$266.56. This motion was seconded by Mr. Chalk and unanimously approved.

Mr. Chalk made a motion to pay the travel expenses, of \$312.67, for March 2023. Mr. Costantino seconded, and this motion passed.

With no other business to come before the Board at this time, Mr. Chalk made a motion to adjourn the meeting at 3:50 P.M. The motion was seconded by Mr. Costantino and carried.

The next regular meeting of the Redevelopment Authority Board of Directors is scheduled for May 15, 2024, in the Commissioner's Board Room.

Respectfully submitted,



Patricia A. Adamczyk  
Deputy Executive Director

The above minutes were approved at a regular meeting of the Board of Directors held.

\_\_\_\_\_ at which a quorum was present.

\_\_\_\_\_  
Nicholas S. Costantino, Secretary

## Executive Director's Report – Steven R. Spochart Board of Directors' Meeting – March 20, 2024

- **FY2024 CDBG.** After a few continuing resolutions (CRs) keeping the federal government open, funding levels for the Community Development Block Grant (CDBG) program have now been set. The THUD (Transportation/Housing and Urban Development) budget was part of a six-spending bill package totaling \$460 billion that was passed by Congress and signed into law. The FY2024 HUD budget includes \$3.3 billion for the CDBG program. Pennsylvania's allocation will be forthcoming in the next few weeks.
- **FY2023 CDBG.** The County's overall FY2023 CDBG allocation is 0.04% higher at \$692,168 as compared to FY2022's allocation of \$691,911. The application has been reviewed by DCED officials and will be making its way through the contracting process. We hope to receive the County's contract within the next month or so.
- **Awarded Competitive CDBG Projects.** On Thursday, August 31, 2023 the Authority was notified that an award of \$1.8 million was made for the Hooversville Waterline and Tank Replacement Project. We are currently working with the Borough and The EADS Group on this project.

On December 19, 2023, the County received the second Competitive CDBG award for the Garrett Borough Walker Street Streetscape Project. The grant is \$976,586. We are hoping to have this out for bids by the end of May/early June. This will allow us to hopefully piggy-back the Jackson Street Project which is slated to begin this summer.

- **Competitive CDBG Applications.** Two applications: 1) Boswell Borough Storm Sewer Improvement Project; and 2) Village of Wilbur Water System Improvements were submitted to DCED. The applications are under review by DCED officials with decisions hopefully to be made by June 2024.
- **Transportation Alternatives Set-Aside (TASA) Award.** Bids were opened on December 14, 2023 for the Berlin and Garrett projects. A pre-construction meeting was held virtually on February 1, 2024 with the contractor, M&B Services and PennDOT. It appears as though M&B will likely get started on the Berlin portion as early as April 1, 2024 and then move on to Garrett about mid-summer.
- **Anchor Building Loans.** The two Anchor Building Loans for the building at 101 East Main Street, Somerset have been paid in full. SPC Somerset I, LP sold the building on October 31, 2023 and remitted a total pay-off of \$69,205.17. The Anchor Building fund of \$103,985.95 will be transferred to a RASC Redevelopment fund to be used for other community and economic development projects as authorized by the RASC Board.

- PHMC 140/150 West Union Street Exterior Stabilization Project. Consultants from Landmarks SGA have begun the process of outlining the scope of work for the roof, masonry work and ingress/egress areas. The goal is to definitely get a new roof on the buildings as well as complete the masonry repairs this year. The remaining work of exterior doors and entryways will depend upon how much the roof and masonry work cost.
- Act 152 Demolition Fund. The balance as of February 29, 2024 is \$376,039.05. The Commissioners have approved an eighth demo which is a property owned by the Shade Township Supervisors. The property is located at 153 Statler Street, Central City.

**Redevelopment Authority of Somerset County**  
**General Expenses**  
**21-Feb-24**

**GENERAL EXPENSES**

Gregory Osikowicz - Travel	\$	10.72
Gary L. Chalk - Travel	\$	24.12
Nicholas S. Costantino - Travel	\$	42.88
Austin P. Mostoller - Travel	\$	5.36
Julie A. Kreger - Travel	\$	-
County of Somerset - Office Rent	\$	954.00
County of Somerset - Phone Bill	\$	26.17
Somerset County Treasurer - Postage	\$	5.04
Verizon - Fax Machine	\$	46.63
AT & T - Cell Phones	\$	55.17
CBIZ - FSA Participation Fees	\$	11.22
Comcast - Internet Service	\$	144.87
Daily American - Monthly Subscription	\$	14.73
Ricoh, USA - Copier Maintenance	\$	55.84
Advanced Office Systems - New HP Copier	\$	6,293.00
Advanced Office Systems - Copier Maintenance		
First Commonwealth Bank - Supplies, Conferences, Etc. (SRS)	\$	-
First Commonwealth Bank - Conferences, Supplies, etc. (PAA)	\$	608.40
Digital.iway - Monthly Website Work/Website Hosting Annual Fee	\$	64.00
In-Shore Technologies - IT services & Monthly Anti-virus fee	\$	285.50
Paycor - Payroll Fees for February 2024	\$	128.31
Pro-Disposal - Garbage P/U @ 140 & 150 W. Union St.	\$	35.00
Penelec - Electric Bills @ 140 & 150 W. Union St. (December 2023)	\$	495.83
Borough of Somerset - Water Bill @ 140 & 150 W. Union St.	\$	99.39
Columbia Gas - Gas Bill @ 140 & 150 W. Union St	\$	1,281.40
Sheeler Concrete & Excavating - Plowing @ 140 & 150 W. Union Street	\$	345.00
Ben Frankling Plumbing & Heating - Plumbing repairs @ W. Union Street	\$	-

<b>TOTAL GENERAL EXPENSES</b>	<b>\$</b>	<b><u>11,032.58</u></b>
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**DIRECT PAYMENTS**

Suzann Lehmier - Solicitor	\$	360.00
The Daily American - Publications		
The Tribune Democrat - Publications	\$	480.75
Beer, Ream & Co. - Auditors		

<b>TOTAL DIRECT PAYMENTS</b>	<b>\$</b>	<b><u>840.75</u></b>
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**FRINGE BENEFITS**

UPMC - Health Insurance	\$	326.34
UPMC - Vision & Dental Insurance	\$	217.52
The American Funds - Pension (2 pays)	\$	1,146.46
Principal Life Insurance Co. - Life Insurance	\$	164.18

<b>TOTAL FRINGE BENEFITS</b>	<b>\$</b>	<b><u>1,854.50</u></b>
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<u>Company/Firm/Description</u>	<u>Program &amp; Year</u>	<u>Amount</u>
Borough of Somerset Final Payment towards South Center Sidewalks	SB19, 21 & 22	\$ 3,000.00
Borough of Garrett Plowing at Site for Env. Assessment	EPA-22	\$ 425.00
	<b>TOTALS</b>	<b>\$ 3,425.00</b>



**Redevelopment Authority of Somerset County**  
**General Expenses**  
**March 20, 2024**

**GENERAL EXPENSES**

Gregory Osikowicz - Travel		
Gary L. Chalk - Travel		
Nicholas S. Costantino - Travel		
Austin P. Mostoller - Travel	\$	5.36
Julie A. Kreger - Travel	\$	-
County of Somerset - Office Rent	\$	954.00
County of Somerset - Phone Bill	\$	26.17
Somerset County Treasurer - Postage	\$	76.62
Verizon - Fax Machine	\$	46.64
AT & T - Cell Phones	\$	55.05
CBIZ - FSA Participation Fees	\$	11.22
CBIZ - Crime Bond Renewal	\$	154.00
Chamber of Commerce - Eggs & Issues	\$	70.00
Comcast - Internet Service	\$	144.87
Daily American - Monthly Subscription	\$	14.73
Advanced Office Systems - Copier Maintenance		
Centre Publications - Chamber Directory Ad	\$	825.00
First Commonwealth Bank - Supplies, Conferences, Etc. (SRS)	\$	1,331.15
First Commonwealth Bank - Conferences, Supplies, etc. (PAA)	\$	287.40
Digital.iway - Monthly Website Work/Website Hosting Annual Fee	\$	840.00
In-Shore Technologies - IT services & Monthly Anti-virus fee	\$	25.50
Paycor - Payroll Fees for February 2024	\$	115.89
Pro-Disposal - Garbage P/U @ 140 & 150 W. Union St.	\$	35.00
Penelec - Electric Bills @ 140 & 150 W. Union St. (December 2023)	\$	455.92
Borough of Somerset - Water Bill @ 140 & 150 W. Union St.	\$	112.20
Columbia Gas - Gas Bill @ 140 & 150 W. Union St	\$	525.50
Sheeler Concrete & Excavating - Plowing @ 140 & 150 W. Union Street		
Ben Franklin Plumbing & Heating - Plumbing repairs @ W. Union Street	\$	4,467.00
<b>TOTAL GENERAL EXPENSES</b>	<b>\$</b>	<b><u>10,579.22</u></b>

**DIRECT PAYMENTS**

Suzann Lehmier - Solicitor  
The Daily American - Publications  
The Tribune Democrat - Publications  
Beer, Ream & Co. - Auditors

<b>TOTAL DIRECT PAYMENTS</b>	<b>\$</b>	<b><u>-</u></b>
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**FRINGE BENEFITS**

UPMC - Health Insurance	\$	4,069.31
UPMC - Vision & Dental Insurance	\$	217.52
The American Funds - Pension (2 pays)	\$	1,147.94
Principal Life Insurance Co. - Life Insurance	\$	101.04

<b>TOTAL FRINGE BENEFITS</b>	<b>\$</b>	<b><u>5,535.81</u></b>
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General Expenses (Corrected)

Page Two

March 20, 2024

<u>Company/Firm/Description</u>	<u>Program &amp; Year</u>	<u>Amount</u>
The EADS Group Invoice 1F - Phase I ESA - 1718 Graham Avenue, Windber	EPA	\$ 3,500.00
The EADS Group Invoice 1F -Phase 1 ESA - 1205 Graham Avenue, Windber	EPA	\$ 3,500.00
Environmental Standards, Inc. Invoice CINV-251796 - EPA Grant Work - Garrett Borough	EPA	\$ 5,376.95
Landmarks SGA, LLC Invoice 224007-1 - PHMC Grant Work - Union St. Property	PHMC	\$ 3,300.91
Stromberg Garrigan & Associates, Inc. Invoice 22007-18 - EPA Grant Work	EPA	\$ 434.80
	<b>TOTALS</b>	<b>\$ 16,112.66</b>

### TRAVEL EXPENSE BREAKDOWN

TO: Steven R. Spochart, Executive Director / Board of Directors

FROM: Patricia A. Adamczyk/Ex. Asst./Compliance Officer

DATE: February, 2024

The following is a breakdown of travel expenses incurred by the Authority employees.

<b>EMPLOYEE</b>	<b>TOTAL MILEAGE</b>	<b>MILEAGE EXPENSES</b>	<b>OTHER * EXPENSES</b>	<b>TOTAL EXPENSES</b>
Steven R. Spochart				
Patty Adamczyk (12/23 - 2/16/24)	358	\$ 239.56	\$ 27.00	\$ 266.56
	358	\$ 239.56	\$ 27.00	\$ 266.56

\* "Other expenses" also includes per diem allowances and parking garage fees.

### TRAVEL EXPENSE BREAKDOWN

TO: Steven R. Spochart, Executive Director / Board of Directors

FROM: Patricia A. Adamczyk/Ex. Asst./Compliance Officer

DATE: March, 2024

The following is a breakdown of travel expenses incurred by the Authority employees.

<b>EMPLOYEE</b>	<b>TOTAL MILEAGE</b>	<b>MILEAGE EXPENSES</b>	<b>OTHER* EXPENSES</b>	<b>TOTAL EXPENSES</b>
Steven R. Spochart	354	\$ 237.18	\$ 35.00	\$ 272.18
Patty Adamczyk				
	354	\$ 237.18	\$ 35.00	\$ 272.18

\* "Other expenses" also includes per diem allowances and parking garage fees.