

Redevelopment Authority of the  
County of Greene, Pennsylvania

Meeting Minutes  
January 8, 2024  
1:00pm

Chairman Scull called the meeting to order at 1:01 p.m., and those present and absent were as follows:

Present:	Absent:
Thelma Szarell	
George Scull	
Ralph Burchianti	
Barry Nelson(phone)	
Marcia Sonneborn(1:13 p.m. arrival)	

Guests: Nikki Mickens  
Betsy McClure  
Jared Edgreen

Chairman Scull asked for public comments. No public comments.

Nicole Mickens presented the suggested rotation of elected officer positions for 2024 as follows:

Chairman- Ralph Burchianti  
Vice-Chairman- George Scull  
Treasurer- Thelma Szarell  
Secretary- Barry Nelson  
Asst Treasurer/Sec.- Marcia Sonneborn

Chairman Scull requested a motion to accept the slate of officers as presented. Upon the motion of Ralph Burchianti, seconded by Barry Nelson, motion approved and carried.

Chairman Scull then requested a motion to elect the officers as slated. Upon the motion of Ralph Burchianti, seconded by Barry Nelson, motion approved and carried.

Newly elected Chairman Ralph Burchianti requested a motion to accept the meeting minutes from the November 13, 2023 meeting and the November 29, 2023 special meeting. Upon the motion of George Scull, seconded by Thelma Szarell, motion approved and carried.

Chairman Burchianti asked for the Board to review the treasurers report. Nikki reviewed updates to the 3 PHARE grants, the CFA Blight Remediation Grant, the Balance sheets, and Profit & Loss Statements. Nikki Mickens reviewed accounts receivable. She also noted a correction to the books that was causing a - \$791,000 liability on the November report, which was from the repayment of the Ninevah Heights grant due to a bill not being linked to the payment correctly. Ralph suggested it would be helpful to have a spreadsheet of what grants we have and how much money is left in each as well as the spend by date in order to decide how to expend the funds. Nikki stated that she will have this prepared for the next meeting, and that she is meeting with the Commissioners and others in the planning department this week to discuss housing needs. Betsy elaborated on the purpose of the meeting, which is to assess what the housing needs of the County are, what funds might be available, and what areas may be beneficial to

target. Upon the motion of George Scull, and seconded by Thelma Szarrell, it was resolved that the treasurer's report be approved as submitted for filing and final audit, motion carried.

New business: Nikki asked for the board to approve the renewal of the lease with Carmichaels Area School District for the "Homework House" at 29 Wood Street in Nemacolin at the current rate of \$24/year for a 2-year term to begin May 1, 2024 and expire April 30, 2026. Upon the motion of George Scull, and seconded by Barry Nelson, motion approved and carried.

Nikki asked for the Board to approve a one-year extension of the LIPC contract for David and Susan Debolt at 401 N Market Street, Carmichaels to January 30, 2025. She explained this is their first extension and they are making progress as expected, but switched from self-employment to W-2 employment so need another year before obtaining a mortgage. Upon the motion of George Scull, and seconded by Marcia Sonneborn, motion approved and carried.

Nikki asked for the board to approve a payment pause of up to 3 months for a homeowner at Jefferson Rd while the appeal the decision to stop their disability payments. LIPC will be up for consideration of extension in May 2024, and that decision would be contingent upon missed payments being caught up. Upon the motion of George Scull, and seconded by Marcia Sonneborn, motion approved and carried.

Old Business: Nikki gave construction and renovation updates on 23 Wood Ave, Nemacolin. It was purchased at the tax sale in July, and the deed just arrived last week. Cumberland Lawn and Salvage changed the locks and is cleaning the house out. Warren Dickerson will inspect once it is cleared out.

2 modular homes should be ordered this month.

190 March Ave is now under Sheriff Eviction, Complaint in Ejectment was successful. Nikki stated it will likely need to be gutted or demo'd.

Nikki Mickens gave updates on the Housing rehab programs.

She noted that a new associate started January 4, 2024 and will be shared with other department staff. George asked what percentage of time Nikki estimates she spends on HOME tasks, and she estimated around 60%, but noted that some months may be more, some may be less. She noted that lately, a lot of time has been spent trying to track down paperwork from contractors. Ralph asked if the Board should be reviewing the contractors, as they are ultimately representing the RDA. Nikki agreed that would be a good idea, and Marcia suggested some helpful modifications to the contractor application and considering limiting the number of jobs each contractor has at one time, especially new contractors. Nikki stated that she would vet and then summarize potential contractors to share with the board.

The next meeting is scheduled for February 12, 2024 at 1:00 p.m.

George Scull made a motion to adjourn at 2:17 p.m., seconded by Thelma Szarrell, motion approved and carried.