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The Redevelopment Authority of Somerset County Board of Directors held their regular meeting on December 8, 2021, at 1:30 PM, in the Commissioner's Board Meeting Room located on the 5th floor at 300 North Center Avenue, Somerset, Pennsylvania 15501.

MEMBERS IN ATTENDANCE

Gregory S. Osikowicz – Chairperson
Gary L. Chalk – Vice-Chairperson
Austin Mostoller – Treasurer
Julie Kreger – Asst. Secretary/Treasurer

Alexander C. Boose - Solicitor

Steven R. Spochart – Executive Director
Patricia A. Adamczyk – Executive Asst. /Compliance Officer
Walter Walerysiak, Jr. – Public Improvements Director

Mr. Osikowicz, Chairperson, called the meeting to order with the Pledge of Allegiance at 1:40 P.M.

Mr. Osikowicz asked for a motion to dispense with the reading of the September 15, 2021, minutes. Mr. Mostoller made the motion, Ms. Kreger seconded, and the motion carried. Mr. Osikowicz asked if there were any corrections, additions, or deletions to the September 15, 2021, board minutes. As there were none, a motion was made by Mr. Chalk to approve the minutes, as presented. This motion was seconded by Ms. Kreger and unanimously approved.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE DIRECTOR'S REPORT

Mr. Spochart's report was included in the Board's packet. Items requiring action are as follows:

Draketown Waterline Project – Mr. Mostoller made a motion to approve Change Order No. 3, in the amount of \$8,700 with CME Engineering, for additional work required to secure a CSX longitudinal occupancy for this project. Mr. Chalk seconded, and the motion was unanimously approved.

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Redevelopment Authority of Somerset County is an equal opportunity provider and employer.

EPA Brownfields Community-Wide Assessment Grant – Mr. Spochart informed the Board that RFQs were received for three (3) different categories: environmental assessments, economic development initiatives, and grant management. Mr. Spochart asked the for Board authorization to engage DJS Ventures, Inc. (Mr. Doug Skowron), as the consultant for the management of the grant and explained that the responses for the environmental assessments and economic development initiatives are still being reviewed and will be presented for award soon. Mr. Mostoller made a motion to authorize engaging DJS Ventures, Inc., as the consultant for this grant. This motion was seconded by Ms. Kreger and passed.

Act 152 Demolition Fund – Mr. Spochart informed the Board that the demolition fund has accumulated a balance of \$237,439.05, as of November 30, 2021. A discussion was held regarding several additional demo projects to be presented to the Commissioners for their approval.

OLD BUSINESS

I informed the Board that rehab is complete with the submission of close-out documents to DCED. It was also noted that we did receive a small payback on a HOME-2013 case that had four (4) months left on their case.

Mr. Walerysiak presented his report at this time. Items requiring action are as follows:

Berlin Borough – Diamond Street Sidewalks – Somerset County 2018 & 2019 Entitlement CDBG Funds:

Motion to ratify Change Order No. 1 for a time extension was made by Mr. Mostoller and second from Ms. Kreger. This motion passed.

Motion to ratify Change Order No. 2 for a balancing change order in the amount of \$7,007.34 was made by Ms. Kreger and second from Mr. Mostoller. This motion carried.

This project is now complete, and we are waiting on final paperwork to issue final payment to M & B Services.

Windber Borough – 17th Street Storm Sewer Improvements – Windber Borough Entitlement 2016-2020 CDBG:

Ms. Kreger made a motion to approve Change Order No. 1 for a time extension and to eliminate item #11 for as-built survey and drawings, in the amount of \$1,416.48. Mr. Mostoller seconded this motion and it passed.

Mr. Mostoller made a motion to approve Change Order No. 2 which is for balancing quantities (contract went over by \$7,886.48). Mr. Chalk seconded this motion and it carried.

Motion to ratify purchase of Thanksgiving and Christmas gifts for the Staff and the Board was made by Mr. Mostoller and second by Mr. Chalk. This motion passed.

NEW BUSINESS

Ms. Kreger made a motion to advertise and maintain the 2022 Board Meetings Bi-Monthly on the third Wednesday of each month at 3:00 P.M, with the first meeting being the Board reorganization meeting on January 19, 2022, and the last meeting to be a combined meeting for November/December on December 7, 2022, at 1:30 P.M. This motion was seconded by Mr. Mostoller and carried.

Motion to engage Beer, Ream & Co. to conduct the 2021 Audit for the RASC, in the amount of \$9,880.00, was made by Mr. Chalk, seconded by Ms. Kreger, and carried.

A motion to engage Solicitor Alexander C. Boose for 2022, was tabled until January 2022, so that Solicitor Boose could provide a fee agreement, etc.

CONFERENCES AND SEMINARS

There were no conferences or seminars for approval at this time.

INVOICES

The October 2021 invoices and contractor payments were presented for ratification at this time. Mr. Mostoller made this motion with Ms. Kreger seconding. This motion passed unanimously.

Ms. Kreger made a motion to ratify payment of the invoices and contractor payments for November 2021 and Mr. Mostoller seconded. This motion carried.

The December invoices and contractor payments were presented for approval at this time. The Board was informed that not all the invoices have been received since this is an early meeting and the revised invoices will be provided at the next meeting. Ms. Kreger made a motion to pay the invoices as presented. Mr. Chalk provided the second and the motion carried.

TRAVEL

Ms. Kreger made a motion to ratify payment of the travel expenses for October 2021 in the amount of \$1,125.52. Mr. Mostoller made the second and the motion carried.

Travel expenses in the amount of \$1,036.20, for November 2021, were presented for ratification at this time. Ms. Kreger made this motion with Mr. Mostoller making the second. This motion carried.

A motion to pay the December travel expenses in the amount of \$877.30, was made by Ms. Kreger, second from Mr. Mostoller, and carried.

Mr. Osikowicz called an Executive Session at 2:54 P.M. to discuss staff salaries for 2022.

The meeting reconvened at 3:16 P.M. by motion from Mr. Mostoller and second from Mr. Chalk. The motion carried.

At this time, Mr. Osikowicz advised that the Board has agreed to give the staff a 2.53% Cost of Living Allowance for 2022, as well as a one-time payment of \$3,000.00 per employee for 2021. Ms. Kreger made a motion to approve the COLA and the one-time payment. This motion was seconded by Mr. Chalk and approved.

With no other business to come before the Board at this time, Mr. Mostoller made a motion to adjourn the meeting. The motion was seconded by Ms. Kreger, the motion carried, and the meeting adjourned at 3:35 P.M.

The next regular meeting of the Redevelopment Authority Board of Directors is scheduled for **January 19, 2022, at 3:00 P.M.** in the Commissioner's Board Room. This will be the annual reorganization meeting as well.

Respectfully submitted,



Patricia A. Adamczyk
Executive Assistant/Compliance Officer

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