

ELK COUNTY REDEVELOPMENT AUTHORITY
Minutes of October 3, 2024

The regular meeting of the Elk County Redevelopment Authority was held on Thursday, October 3, 2024 at the Elk County Courthouse Annex, Conference Room #1. Pat Brennen called the meeting to order at 1:04 PM. The following were present:

Board Members: Pat Brennen and Tracy Gerber
Via Zoom: Joe Haines and Heather Serafini
Administrator: Kathy McClelland
Excused: Jennifer Hibbard

APPROVAL OF MINUTES

Heather Serafini made a motion to approve the minutes from April 25, 2024 as presented; seconded by Joe Haines and carried unanimously.

RECORD OF BILLS

None.

OLD BUSINESS

Loan Balances

Kathy McClelland stated that we currently have 5 loans through the RDA. Anytime, Lunchtime, LLC has paid their loan in full for the food truck. She added that all borrowers' payments are current.

Anytime, Lunchtime, LLC - Balance due - \$0.00

Big Maple Family Farms, LLC – Balance due - \$2,541.06

Vito's Hoagie House – Balance due - \$24,257.72

Anytime, Lunchtime, LLC (2) - Balance due -\$9,101.84

Schatz Services, LLC – Balance due - \$24,257.72

Account Balance – Principle Account \$15,534.25
Interest Account \$19,770.59

RCAP – CAPSEA, Inc. Everything Under One Roof

Pat Brennen questioned what Everything Under One Roof means.

Tracy Gerber answered that it is what CAPSEA, Inc. is calling their project. This project is the one we are trying to transfer Domtar's RCAP funds to. As of right now, this hasn't been approved by the Office of the Budget. KTH Architects has been working with T & W, the consultant that the state brought in, to try and retrieve all the paperwork needed. Until CAPSEA'S project is approved, there is nothing we have to do.

NEW BUSINESS

2025 Meeting Dates

It was decided to move the January 2, 2025 meeting to January 9, 2025 because of the holiday and the July 3, 2025 meeting to the July 10, 2025.

Joe Haines made a motion to approve the meeting dates for 2025 as January 9, April 3, July 10 and October 2; Heather Serafini seconded the motion and carried unanimously.

Reappointment of Board Member

Heather Serafini has agreed to stay on the RDA Board, Joe Haines made a motion to recommend to the Board of Commissioners, to reappoint Heather Serafini to a 5-year term expiring December 31, 2029; seconded by Tracy Gerber and carried unanimously.

Kathy McClelland asked to add something to today's meeting. She stated that Amanda of Big Maple Farms came into the office just prior to today's meeting and questioned if they could borrow an additional \$4,500. They would like to get a collaboration with a company called Farm Rebel, this company would market her available meats and bring the people to her wanting what Big Maple Farms has available. The total cost is \$18,000, they would need \$4,500 down payment. Farm Rebel will work with them on the balance as she sells meat products.

Pat Brennen said that since we have the money available and if they are current with their loan payments, we could send her an application.

Tracy Gerber added that Ms. Balon was wondering if she could piggy back on her current loan rather than a new application.

Pat Brennen said that we would still need to see their 2023 financials and a business agreement with Farm Rebel.

Joe Haines stated that they would have to fill out a new application because it's a new project.

Pat Brennen said that we would treat this as a new loan so the Board can monitor it but they could pay the payments together. This would be a working capital loan as their other loan was for equipment.

GOOD OF THE ORDER

SCHEDULING OF NEXT MEETING

The next regularly scheduled meeting of the RDA will be Thursday, January 9, 2025, at 1:00 PM at the Courthouse Annex, Conference Room 1, 300 Center Street, Ridgway. A Zoom link will also be available.

ADJOURNMENT

With no further business at hand, the meeting adjourned at 1:32 p.m. on a motion by Joe Hanes and seconded by Tracy Gerber.