

**MINUTES
HERMITAGE COMMUNITY & ECONOMIC DEVELOPMENT COMMISSION
JANUARY 3, 2008**

The Hermitage Community & Economic Development Commission held a regular meeting January 3, 2008 at the Hermitage Municipal Building, Conference Room #302, Hermitage, PA.

HCEDC Members Attending: Rex Knisley
George Kraynak
John Holliday
Anthony Pagliaroli
Anthony Zucco

HCEDC Members Absent: Robert Cucitrone
Angela Palumbo

HCEDC Commissioner Representative: William Moder

Others in Attendance: Gary Gulla, City of Hermitage
Gary Hinkson, City of Hermitage
Lynn Brest, City of Hermitage
Jeremy Coxe, City of Hermitage
Joe Pinchot, The Herald

1) GENERAL

A. Rex Knisley called the meeting to order at 7:30 a.m.

CONSIDERATION OF APPROVAL OF MINUTES

B. The minutes were reviewed from the December 6, 2007 Regular Meeting, John Holliday moved to accept the minutes for December. George Kraynak seconded the motion. All members approved.

2) BUSINESS MEETING

A. Monthly Activity Report

Gary Gulla stated the Board of Commissioners authorized the final design for the Hermitage Athletic Field Master Site Plan and the closing for the land will take place at the end of January.

The CDBG 2005 and CDBG 2006 Public Facilities & Improvements project has been substantially completed. The project included street paving and storm water for Adelaide, Crawford and Marshall Streets. The CDBG 2007 projects will begin in the Spring of 2008 and will include Sheridan, Ethel and Ashland Streets. This will complete the southern part of Census tract 315. CDBG 2008 funds will be used for Census track 311 – Rombold Road area.

The Highland Road Transportation Enhancement Project is 75% complete with the sidewalks from Buhl Farm to Kerrwood. This project is being funded through Penn DOT. The project is to be completed by Spring of 2008.

The LindenPointe trail project final request has been submitted to DCNR and a final inspection is being scheduled.

Gary Gulla noted that the City of Hermitage newsletter and the Parks & Recreation newsletter will be two separate newsletters in 2008.

Rex Knisley asked the status on the Town Center Project. Gary Hinkson stated the Board of Commissioners will be addressing the Town Center Project early this year.

B. Community & Economic Development and RLF Reports – November

The Revolving Loan Fund Repayment Reports were reviewed for November. All payments were current. For the RLF program balance was \$320,489.25. Total available for loans based on projected repayments through the end of the year was \$326,193.44 (minus \$200,000 for Information Resource Technology, Inc.). The CDBG program income balance was \$4,856.40. The Landscape and Façade Improvement program balance was \$173,048.63. The total available for loans based on projected repayments through the end of the year was \$174,479.14.

John Holliday moved to accept the RLF reports. Tony Zucco seconded the motion. All members approved.

C. Inter-Credit Participation – City of Hermitage and SVEZC

Gary Gulla stated Attorney Madden prepared an Inter-Credit Participation agreement for the HCEDC's review. The Inter-Credit Participation process for loan applications will involve a one document process where the entities will share the collateral position and it will streamline the loan application process for the business.

Gary Gulla and Rex Knisley will meet with the SVEZC for clarification on the service fees and application costs.

Bill Moder noted that SVEZC would act as the trustee in the loan process. It was noted that IRT could be the City of Hermitage's first Inter-Credit Participation agreement.

D. Revolving Loan Fund – Request for a Non-prejudicial approval

BCS Properties is in the process of completing a RLF application and has requested non-prejudicial approval to proceed while an application for financing is prepared for the Hermitage Economic Development Commission. BCS has submitted a land development plan to the City of Hermitage's Planning & Development Department and are moving forward with their project.

George Kraynak made a motion to approve the non-prejudicial request with the stipulation that a RLF application be submitted as soon as possible. Tony Pagliaroli seconded the motion. Motion passed.

There was discussion if BCS Properties is including other entities in the loan process, if so, BCS Properties will need to submit a non-prejudicial request to all entities involved.

E. DCED Elm Street Program Grant Application–Buhl Farm Dr Sidewalk Project

Jeremy Coxe stated that an application for \$250,000 will be submitted to DCED for the Elm Street Project for sidewalks at N. Buhl Farm Drive from Highland Road to East State Street. If DCED Elm Street Program Grant Application is accepted by the state we could expect construction on the project in the Spring of 2009. It was noted that the Neighborhood Investment Program will be started in the adjacent area and the Elm Street Program project will make a more pedestrian friendly connection.

Gary Gulla noted that the initial meeting with the Regional DCED for the Elm Street Grant Application for the area from N. Buhl Farm Drive to East State Street meets the criteria and was recommended for the program.

John Holliday made a motion to proceed with the DCED Elm Street Program Grant Application. Tony Pagliaroli seconded the motion. Motion passed.

F. 2008 CDBG Program

Gary Gulla stated the Federal government is finalizing the CDBG budget. Staff is in the process of completing the CDBG 2008 application. Gary noted that in the past 75% of the CDBG funds have been used for Public Facilities and Housing Rehab. 18% for Administration and the rest for Public Services or a Public Facility project. He also noted that more money could be allocated for the Public Facilities in 2008, so that improvements in Census Tract 311 area could be completed efficiently. There is a preliminary estimate of \$800,000 - \$900,000 for storm water and street improvements in the Census Tract 311 area. The public hearing process will begin in January, 2008.

3) Other Business

None.

4) Adjournment

Rex Knisley moved to adjourn the meeting. George Kraynak seconded the motion. All members approved and the meeting adjourned at 8:35 a.m.

Respectfully Submitted,

Lynn W. Brest
Recording Secretary

Draft as of 01/03/08
Pending Approval 01/23/08