

MINUTES
HERMITAGE COMMUNITY & ECONOMIC DEVELOPMENT COMMISSION
JANUARY 7, 2010

The Hermitage Community & Economic Development Commission held a regular meeting January 7, 2010 at the Hermitage Municipal Building, Conference Room #302, Hermitage, PA.

HCEDC Members Attending: Rex Knisley Members Absent: George Kraynak
 Bob Cucitrone
 Meg Grober
 John Holliday
 Tony Pagliaroli
 Angela Palumbo

HCEDC Commissioner Representative: Bill Moder

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

I. GENERAL

A. Call to Order

Rex Knisley called the meeting to order at 7:32 a.m.

B. Consideration of Approval of Minutes

The minutes were reviewed from the October 8, 2009 Regular Meeting. Meg Grober moved to accept the minutes. Angela Palumbo seconded the motion. All members approved.

The minutes were reviewed from the December 3, 2009 Regular Meeting. John Holliday moved to accept the minutes. Angela Palumbo seconded the motion. All members approved.

II. BUSINESS MEETING

A. Monthly Activity Report

Mr. Gulla summarized project activities in the City. The Neighborhood Investment Program and Athletic Field projects have stopped for the winter. Work will resume weather permitting. In December 2009, the City received its contract for the CDBG 2009 program.

The 2009-R contract for stimulus money to be used for the Rombold Road Project was also recently received. Since the contract states that the stimulus money must be contracted by January 23, 2010 the City has applied for a month extension to finalize the bid specs and obtain drainage easements for the project. Construction should begin in April. The project includes televising the entire stormwater system along Rombold Road.

The Butler County Community College expansion project is moving forward. Rien Construction is the contractor and permits have been applied for. The groundbreaking is expected to be in April and they hope to close on the project by the end of January 2011.

The City newsletter will be mailed in mid-January. This issue will focus on the winter Parks and Recreation programs.

Novocell has moved their offices to the Training & Workforce Development Building.

B. Community & Economic Development and RLF Reports – November

The Revolving Loan Fund Repayment Reports were reviewed for November. All payments were current. For November the RLF program balance was \$133,601.06. Total available for loans based on projected repayments through the end of the year was \$140,941.53. The Landscape and Façade Improvement program balance was \$61,522.11. The total available for loans based on projected repayments through the end of the year was \$65,730.71.

John Holliday moved to accept the RLF reports. Bob Cucitrone seconded the motion. All members approved.

C. Training & Workforce Development Building Project Status

Gary Gulla stated that the Department of Commerce Economic Development Administration has released 90% of the funds for the project and the project engineer did the final inspection on the project in December. Final close-out information needs to be submitted to EDA. The building schedule use form is being finalized. The City's spring newsletter will include an article on the Tech Center, the Butler County Community College expansion and related activities in LindenPointe.

D. Technology Center of Excellence / Incubator & Green Skills Learning Laboratory Project - EDA Funding Status

The City was awarded a \$4.2 million grant through the U. S. Department of Economic Development Administration to construction a technology innovation and development center in LindenPointe. The City will complete a grant administration report identifying the organizational structure and milestone dates of how the project will be delivered. Hopefully, by mid-January, a pre-project conference call will be scheduled to establish all the requirements needed to be fulfilled in the bidding process. Contractors for the project will be required to recycle waste and construction workers will be trained on site.

An open house for the Training and Workforce Development Building and groundbreaking for the Technology Center of Excellence will be scheduled for some time in April. This event will be attended by representatives from EDA and Labor and Industry.

A silver level LEED certification has been applied for. The City and HHS DR Architects/Engineers is working with the Green Building Alliance in Pittsburgh who is assisting with the environmental oversight of the project with specifications. Construction should begin in April 2010 and use of the facility is expected by the 2nd quarter of 2011.

III. OTHER BUSINESS

CDBG 2010

Jeremy Coxe reviewed the proposed Community Development Block grant summary for 2010. The City utilizes 18% of the grant for program administration and anticipates using funds for housing rehabilitation, the Rombold Road Neighborhood Improvement Project infrastructure improvements in Census Tract 311 and community facilities & improvements. The first public hearing will be held at the January Board of Commissioners meeting January 27, 2010. The 2nd public hearing will be held at the February Board of Commissioners meeting on February 24, 2010. The City will not receive its final grant allocation number until probably February. The deadline for application is February 26, but will probably be pushed back to the end of March. A decision will need to be made on any outside requests for public service funding. The City has received six requests from four agencies totaling \$60,000.

John Holliday moved to adjourn the meeting. Tony Pagliaroli seconded the motion. All members approved. The meeting adjourned at 8:04 a.m.

Respectfully Submitted,

Amy Gargiulo
Recording Secretary

Draft as of 1/14/10
Pending Approval 2/4/10