

**Redevelopment Authority of the County of Erie (ECRDA)**  
**Minutes of Public Zoom Meeting**  
**November 24, 2020**

The Redevelopment Authority of the County of Erie's public meeting of November 24, 2020, 8:00 am via Zoom conference call. This meeting is pursuant to a legal ad published in the Erie Times on November 22, 2020.

**Members present via zoom call:** John Laird, Bill DeLuca, Laith Wardi, Kate Philips and Harry Eighmy.

**Others via zoom call:** Jenna Bickford, Esq., Kathy Dahlkemper, County Executive, Tina Mengine, Linda Robbins, Chris Groner, Sherri Geary and Rick Clayton, Maloney Reed Scarpitti.

**Call to Order:** Bill DeLuca, Chairman called the public zoom meeting to order at 8:00am.

**Hearing of the Public:** Bill DeLuca asked for public comment. There was none.

**Approval of Minutes of October 27, 2020\*:**

Bill DeLuca asked for comment. As there were none, he called for a motion to approve the minutes.

**On a motion** by John Laird, and seconded by Harry Eighmy, the minutes were unanimously approved as presented.

**Presentation/Approval of 2019 Draft Audit\*:**

Rick Clayton reviewed the 2019 Audit report with Board members. Relative to the Audit, there were no findings and a clean financial opinion. The compliance opinion also had no findings and was clean. Board discussion ensued. At this time, Bill DeLuca asked for a motion to accept the 2019 audit as presented. **On a motion** by Kate Philips, and seconded by Laith Wardi, the 2019 Draft Audit was unanimously approved as presented.

**Financial Report\*: ECRDA\***

Linda Robbins reported on the Balance sheet and Profit & Loss report. She noted that Rick Clayton recommends instituting a capitalization policy to track tangible assets over \$5000 and link the new loan software system balances to Quickbooks. We expect reimbursement for our work on the CARES Grant by year end. The 2021 Draft Budget will be presented at the next meeting. Board discussion ensued. **On a motion** by Harry Eighmy and seconded by John Laird, the financials were unanimously approved as presented.

**Loans in Discussion/Cash avail\*:**

Tina Mengine presented loans in discussion/cash available. The Northeast Township loan has closed. Currently, approximately \$7.1M is available. Board discussion ensued. **On a motion** by Kate Philips and seconded by John Laird, the loans in discussion/cash available report was unanimously approved as presented.

**New Business:**

**Lignitech \$280,000\*:**

Chris Groner indicated that Lignitech, a long-standing Fairview based company, specializing in custom cabinet making and millwork is requesting \$280,000. The project consists of real estate buyout and stock purchase, totaling \$1.1M. We would have (2) notes, one for the 7-year stock loan, the other for the 15-year real estate purchase loan, funded with USDA funds. The loan comes recommended by loan committee. Board discussion ensued. **On a motion** by John Laird and seconded by Laith Wardi, the loan was unanimously approved as presented.

**Harborcreek Township \$496,726\*:**

Betsy Bort noted that Harborcreek Township, the 3<sup>rd</sup> largest municipality in the county, is requesting \$496,725, for improvements to their Municipal Building HVAC and electrical systems. A 15-year loan, guaranteed by full faith and credit of the Township, comes recommended by loan committee. Board discussion ensued. **On a motion** by Kate Philips and seconded by John Laird, the loan was unanimously approved as presented.

### **AnDi Properties \$2.25M (PIDA) & \$1M (ECRDA) \*:**

Chris Groner indicated this is a newly formed joint venture on a nearly \$8M, 95,000 sq. ft new construction for a distribution facility located in the Fairview Business Park. Potential job creation is 80 positions. We are looking at \$2.25M of our own funds, \$1M in PIDA funds, along with \$3.8M from Marquette. Board discussion ensued. At this time, Bill DeLuca called for separate motions to approve both PIDA and ECRDA funding portions.

**On a motion** by Laith Wardi and seconded by Harry Eighmy, the \$2.25M PIDA loan was unanimously approved as presented. For the record, John Laird abstained.

**On a motion** by Harry Eighmy and seconded by Kate Philips, the \$1M ECRDA loan was unanimously approved as presented. For the record, John Laird abstained.

### **Gordon's Meat modification discussion:**

Chris Groner commented that Gordon's is requesting a modification on a recently approved loan for the purchase/renovation of 4815 Peach. The modification is to drop the Corporate guarantee from Gordon's, LLC whereby changing the structure to eliminate Paula Markley, as Jon Markley is in the process of buying out her interest in the company. Gordon's has pledged the Corporate guarantee post-closing. Board discussion ensued. The Board requested Attorney Bickford seek to purchase the FNB \$400,000 loan which would better protect and serve ECRDA. **On a motion** by Harry Eighmy and seconded by John Laird, the Board unanimously agrees to the terms noted above. **Upon further discussion, Harry Eighmy chose to rescind his motion to approve, pending further discussions regarding the corporate guarantee. John Laird concurred.** Updates to follow.

### **CEO Update:**

Tina Mengine noted that lending activity is up. We are looking at an Enterprise Zone grant to loan from DCED and an EPA Revolving Loan fund. We have written a grant to First Energy for \$250,000 to establish the minority loan fund. We are presenting to County Council for \$250,000 for that same fund. City Council approved \$2M for Brownfield projects with those funds. We have an offer into Dennis Sweny for \$350,000 for Erie Malleable Iron as well as \$100,000 on the Quin-T property, 16<sup>th</sup> & Holland. Both will be purchased through EDCEC. We anticipate using \$1M of those funds for the Berry project. We continue to look at green space, including 71 acres in Harborcreek. In-City Farms remains interested in the site but await decision on the Opportunity Zone funds.

***At 9:25am, The Board moved to Executive Session to discuss personnel matters.***

***At 9:48am, the Board adjourned Executive Session, resuming its Regular Public meeting.***

### **Review of CEO – Tina M. Mengine\***

Harry Eighmy presented an overview of Tina Mengine's accomplishments throughout 2020. Board discussion ensued. **On a motion** by Kate Philips and seconded by John Laird, the Board voted unanimously to extend Tina's contract for (3) three years.

### **Slate of Officers – 2021\*:**

Kate Philips introduced discussion regarding the 2021 Slate of Officers. Board discussion ensued.

**It was determined by unanimous vote that the slate of officers is as follows:**

John Laird, Chairman

Kate Philips, Vice Chairman

Harry Eighmy, Treasurer

Bill DeLuca, Secretary

Let it be known, for the record that Board member, Laith Wardi is in full support of both above actions, but was unable to return to the meeting due to a prior commitment.

### **Adjournment:**

**On a motion** by Harry Eighmy and seconded by John Laird, the meeting formally adjourn at 9:56am.