

ALLEGHENY COUNTY
AUTHORITY FOR IMPROVEMENTS IN MUNICIPALITIES
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING AND PUBLIC HEARING
ONE CHATHAM CENTER
BOARD ROOM, 9TH FLOOR
112 WASHINGTON PLACE, PITTSBURGH, PENNSYLVANIA
JANUARY 28, 2014—10:30 A.M.

The Regular Meeting/Public Hearing of the Authority for Improvements in Municipalities was held Tuesday, January 28, 2014 at 10:30 a.m. in the Board Room, 9th Floor, One Chatham Center, 112 Washington Place, Pittsburgh, Pennsylvania 15219.

Board members present were: Stanley Gorski, Dennis Simon, Robert Wilson, and via phone Ann Ostergaard.

Also present were: R. Darryl Ponton, Authority Solicitor via phone; Dennis Davin, Director; Robert Hurley, Deputy Director; Jack Exler, Deputy Director; Angie Hicks, Project Manager; Adrienne Frazier, Administrative Assistant; Samuel Bozzolla, Project Manager; Tom McGrath, Fiscal Manager; Anita Truss, Senior Accountant; Jim Johnston, Manager; .

Others present were: Cheryl Sorrentino and Charles Arthell, Borough of Braddock Hills.

I. ROLL CALL

The meeting was called to order; roll was called and a quorum was present.

II. APPROVAL OF THE PREVIOUS MINUTES—SEPTEMBER 24, 2013

ON A MOTION MADE BY MR. SIMON AND SECONDED BY MR. WILSON, THE MINUTES OF THE PREVIOUS MEETING WERE APPROVED AS PRESENTED.

III. FINANCIAL REPORT AND BILLS PAYABLE—RATIFICATION

Ms. Truss presented the General Financial Report, the UDAG Funds, and the PA Department of Commerce Financial Reports, for the months of September, October, November, December, 2013 and Ratification of Bills and Bills Payable for January, 2014 to the Board and they found them to be proper and in order.

ON A MOTION MADE BY MR. SIMON AND SECONDED BY MR. WILSON, THE FINANCIAL REPORTS AND BILLS PAYABLE WERE APPROVED AS PRESENTED.

IV. OLD BUSINESS

- No old business.

V. PUBLIC COMMENTS

The Chair asked if there were any questions, comments or concerns regarding the Agenda. Hearing none, the meeting continued with the next Agenda item.

VI. NEW BUSINESS

A. BOROUGH OF BRADDOCK HILLS—ADMINISTRATION BUILDING RENOVATIONS

Request authorization to make a loan from the Allegheny County Authority for Improvements in Municipalities (AIM) to the Borough of Braddock Hills (the "Borrower") in an amount not to exceed \$80,000. The loan will bear interest at a rate of 1.34% and will be for a term of five (5) years.

The Borrower is requesting funding from AIM for various renovations to the Municipal Administration Building

The proposed financing is as follows:

RAD Grant	165,000
AIM	<u>80,000</u>
TOTAL	\$ 245,000

Some of the renovations include but are not limited to—installing a new elevator, steps, updating security system, replacement of doors and windows, and renovating classrooms into office space.

ON A MOTION MADE BY MR. SIMON AND SECONDED BY MS. OSTERGAARD, THE ABOVE REQUEST WAS APPROVED AS PRESENTED.

B. 2014 ANNUAL BUDGET

Request authorization to accept the 2014 Annual Budget as presented.

The Budget Committee consisting of board member Mr. Gorski, and members of staff, met and discussed the 2014 budget.

Mr. Gorski asked the board if there were any questions concerning the 2014 budget and there were none.

ON A MOTION MADE BY MR. SIMON AND SECONDED BY MR. WILSON, THE ABOVE REQUEST WAS APPROVED AS PRESENTED.

C. 2014 ADMINISTRATIVE AGREEMENT

Request authorization to enter into an Administrative Agreement with the County of Allegheny in the amount of \$125,000.

The amount of \$125,000 will be transferred to the Department of Economic Development during the year 2014 as an administrative fee for activities related to the operation of the Authority.

ON A MOTION MADE BY MR. SIMON AND SECONDED BY MR WILSON, THE ABOVE REQUEST WAS APPROVED AS PRESENTED.

D. VETERAN OWNED SMALL BUSINESS POLICY

Request authorization to: (i) adopt a Veteran Owned Small Business policy; and (ii) allow the Director to execute the necessary documents with Solicitor approval.

Allegheny County Council adopted a Veteran Owned Small Business participation goal of 5%. Allegheny County Economic Development has also adopted the same policy and is requesting all of its Authorities to adopt the policy as well.

Participation will be monitored as part of the Department's existing Minority, Women, and Disadvantaged Business Enterprise program.

ON A MOTION MADE BY MS. OSTERGAARD AND SECONDED BY MR. SIMON, THE ABOVE REQUEST WAS APPROVED AS PRESENTED.

OFF AGENDA ITEM

• **AUDITING CONTRACT**

Request authorization to: (i) enter into contract, for a three-year term, with the accounting firm of The Binkley Kanavy Group to perform the annual audit(s), in

the amount of \$13,500; and (ii) allow the Executive Director to execute the necessary documents with Solicitor approval.

The contract term will be for 2013-2015.

ON A MOTION MADE BY MR. WILSON AND SECONDED BY MR. SIMON,
THE ABOVE REQUEST WAS APPROVED AS PRESENTED.

VIII. ADJOURNMENT

THERE BEING NO FURTHER BUSINESS TO TRANSACT, THE REGULAR MEETING OF THE ALLEGHENY COUNTY AUTHORITY FOR IMPROVEMENTS IN MUNICIPALITIES WAS ADJOURNED, ON A MOTION MADE BY MR. WILSON AND SECONDED BY MR. SIMON.

Jack Exler

Jack Exler, Deputy Director

APPROVED