

Redevelopment Authority of the
County of Greene, Pennsylvania

Meeting Minutes
March 9, 2026
1:00pm

Barry Nelson called the meeting to order at 1:01 p.m., and those present and absent were as follows:

Present:	Absent:
Thelma Szarell	
Ralph Burchianti(phone)	
George Scull (phone)	
Barry Nelson	
Marcia Sonneborn	

Guests: Nikki Mickens
Blair Zimmerman

Call to order 1:01 p.m. Since the Chair and Vice Chair are calling in, secretary Barry Nelson called the meeting to order. Mr. Nelson requested a motion to accept the meeting minutes from the January 12, 2026 meeting. Upon the motion of Thelma Szarell, seconded by Marcia Sonneborn, motion approved and carried.

Public comment- None.

Mr. Nelson asked for the Board to review the treasurers report. Nikki Mickens reviewed the Balance sheets, asset report, and the grants. She reviewed the grants that had been expended, and indicated that she plans to apply for HOME funding when the DCED begins accepting applications in April or May. Marcia made the motion to accept the treasurers report to be approved and submitted for filing and final audit, seconded by Thelma Szarell. Motion approved and carried.

New business:

Nikki Mickens asked the board to review 3 potential sites for the next modular, 2 in Clarksville and 1 in Carmichaels. Nikki stated that this home must be sold to a low-moderate income buyer, and asked the board to review the sites. Discussion was had to determine the specs for the house, and Nikki stated that she will be sending out RFP's to modular home dealers to get pricing and hopes to have that available at the May meeting for selection if a survey is completed in time. After discussion, the Board decided that Nikki should get quotes for a 2 bedroom modular to be built on a slab, as that would be the most cost effective solution and to build on the lot at 311 E. George Street, Carmichaels. That is a smaller lot with a triangular shape, so a larger home would not fit well with the required setbacks. Marcia made a motion obtain a survey for the lot and to select a few 2 bedroom homes that can be put on a slab to be reviewed at the next meeting, seconded by Thelma Szarell. Motion approved and carried.

Nikki then asked the Board to review the remaining sites for a potential build of a stick built or nicer modular home to be ordered later in the summer in order to get surveys done. Nikki suggested the 1st Ave, Crucible sites, as there is room to build multiple homes. Marcia stated that Crucible would probably be a better market, and Nikki agreed that the Carmichaels School District was frequently requested when people call looking for housing. Nikki also mentioned that there is a very small corner lot parcel there that RACG does not own, and the Board suggested that she try to find the contact info and see if they would be interested in selling it. George asked about the site in Pittgas at the end of 5th Street that the Board reviewed last meeting, as it's a nice site with utilities as well. Nikki stated that since RACG just completed

2 homes in Pittgas and 6 home rehabs, she would like to shift to another community. Marcia made a motion to survey the lot and determine how many homes may fit and for Nikki to reach out to obtain interest in purchasing the small corner parcel, seconded by Thelma. Motion approved and carried.

Nikki then asked the board to review a property in Spraggs. A resident asked if the board would purchase the property and sell it to her on a land contract. The site has acreage and 2 mobile homes, one of which is junk and needs hauled out and the other needs significant work. After discussing, the Board stated that they had declined proposals to purchase homes on behalf of someone in the past, and that RACG would continue to only offer a land contract on properties that we own and continue the mission to reduce blight. Barry then asked the board for a motion to decline the offer to purchase the property in Spraggs. George Scull made the motion to decline, seconded by Thelma. Motion approved and carried.

Nikki then asked the board to consider approval to start using PennBid E-Procurement for procurement for RACG & HOME projects. Upcoming bids would be submitted to PennBid, and then disbursed to MBE WBE and Section 3 businesses as required for home, and they also handle the advertising. Additionally, bids are submitted electronically, and if a contractor has a question they can ask on the platform, and addenda can be issued electronically. Penn Bid then accepts the bids and “opens” them electronically at the specified date and time, then tabulates the bid and notifies bidders. This would save a significant amount of time and ensure we are meeting MBE WBE and other legal requirements. The cost is \$20 per bid, which would be paid from administrative funds from the grant that is being used for the project. Marcia asked if we have to bid out procurement services, and Nikki stated that the grant manager didn’t mention having to bid. George asked if RACG would be obligated to take the lowest bidder, and Nikki stated that the regular procurement rules would apply, so we would need to accept the lowest responsible bidder unless they were debarred from bidding by the County or debarred from State and/or Federal bidding. Ralph stated that there are several organizations that appear to do the same kind of procurement, and we may want to follow Marcia’s suggestion to get quotes, which George agreed with. Nikki suggested tabling this matter, and she will get quotes from a few different services.

Nikki then asked the board to approve advertising for bids for lead/radon/asbestos testing. The current contract for all 3 services is with Cosmos Technologies, and the 3-year contract expires May 1, 2026. Marcia said she will send contact information for the person she has used in Cumberland. George made a motion to approve procurement of for environmental testing and services, the motion was seconded by Barry Nelson, motion approved and carried.

Old Business:

Nikki stated that there is a full price offer on 29 Wood Ave, inspections have been completed and undergoing closing process now. Waiting on inspection reports to come back, but did see the termite report and there is evidence of termites though not active, and the buyer asked for treatment. Nikki stated that she will coordinate, and George suggested having 20 Wood inspected as well since it is next door. No offers on 20 Wood, but Nikki sent 2 buyers to the agent Friday that is interested.

124 4th Street is about 75% complete, there was a delay in gas service between People’s gas and the certified gas plumber, so the site did not have gas service until 3/5. George kept detailed records of the interactions and delays, and the Board was presented with a timeline of the delay issues. Now that gas service is available, Kennley Construction will return next week to finishing up the interior and decks, then we will just have some landscaping when the weather improved. Nikki will ask realtor to look at the house once the interior is complete and get it listed.

Nikki stated that she spoke with Keystone Posting regarding the billboard at Bailey’s Crossroads. There is no electric to the site, so it will be a regular billboard. They will maintain the grass for the entire parcel. RACG will receive 20% of revenue from the billboard, and we are waiting on them to send the contract.

Nikki presented and update on the housing rehab programs and statuses for HOME, Whole Home Repair,

USDA and PHARE projects. Funds from HOME, WHOLE HOME, and PHARE are exhausted, and another HOME application round is opening in April. Plan to apply for \$750,000.00 for existing owner-occupied home repairs.

Marcia made the motion to enter executive session at 1:48 p.m. to discuss legal and real estate matters, motion seconded by Barry. Motion approved and carried.

Marcia made the motion to exit executive session at 1:59 p.m., seconded by Ralph, motion approved and carried.

The next meeting is scheduled for Monday, May 11, 2026 at 1:00 p.m.

George Scull made a motion to adjourn at 2:03 p.m., seconded by Marcia, motion approved and carried.