

REORGANIZATIONAL MEETING AGENDA
WESTMORELAND COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY
TUESDAY, JANUARY 21, 2025, 3:30pm

1. Roll Call:

Bruce J. Corna	_____	Jennifer Miele	_____
Daniel Howard, Jr.	_____	Vikki Ridenour	_____
John Kline	_____	Edward Sobota	_____
Terry Painter	_____	Thomas Sochacki	_____
Tony Pauly	_____		

Also present: James J. Conte, Esquire _____
Rebecca S. Lewis _____

2. Election of Officers:

Chairman –

Motion to nominate _____ by _____
Second by: _____ Other nominations: _____
Motion to close nomination: _____ Second by: _____
Election of: _____
In favor: _____ Opposed: _____

Vice Chairman –

Motion to nominate _____ by _____
Second by: _____ Other nominations: _____
Motion to close nomination: _____ Second by: _____
Election of: _____
In favor: _____ Opposed: _____

Secretary –

Motion to nominate _____ by _____
Second by: _____ Other nominations: _____
Motion to close nomination: _____ Second by: _____
Election of: _____
In favor: _____ Opposed: _____

Treasurer –

Motion to nominate _____ by _____
Second by: _____ Other nominations: _____
Motion to close nomination: _____ Second by: _____
Election of: _____
In favor: _____ Opposed: _____

Assistant Treasurer –

Motion to nominate _____ by _____
Second by: _____ Other nominations: _____
Motion to close nomination: _____ Second by: _____
Election of: _____
In favor: _____ Opposed: _____

Assistant Secretary –

Motion to Appoint Rebecca S. Lewis by _____
Seconded by: _____
Approved: _____ Not approved: _____

3. Today's meeting and all other meetings for the year 2025 were advertised on December 14, 2024; a copy of the Proof of Advertising is attached hereto as Exhibit A.

- a. Motion to ratify and approve the meeting dates for 2025 as advertised in the Tribune Review on December 14, 2024.

Motion by: _____ Seconded by: _____
Approved: _____ Not approved: _____
Comments: _____

4. Review of Minutes:

- a. Motion to waive formal reading of the Minutes of November 18, 2024, meeting and for acceptance of the Minutes of November 18, 2024, meeting (copy of Minutes attached as Exhibit B).

Motion by: _____ Seconded by: _____
Approved: _____ Not approved: _____
Comments: _____

5. Treasurer's Report:

- a. Motion to approve Report of Treasurer for the period November 18, 2024, through January 21, 2025 (copy attached as Exhibit C).

Motion by: _____ Seconded by: _____
Approved: _____ Not approved: _____
Comments: _____

6. Report of Solicitor:

- a. Follow up on reappointment of Daniel Howard, Jr., and Edward Sobota
- b. Appointments:

Bank Depository – (Current – Commercial Bank & Trust of PA)

Motion to Appoint Commercial Bank & Trust of PA by _____

Seconded by: _____

Approved: _____ Not approved: _____

Motion to Approve Corporate Authorization Resolution designating the Chairman, Treasurer, Assistant Treasurer, and Assistant Secretary as authorized signatories for the powers described [(1), (2), (3), (4), (5)] with 2 signatures required.

Motion by: _____

Seconded by: _____

Approved: _____

Not approved: _____

Comments: _____

Auditor – (Current – Horner, Wible & Terek, P.C.)

Motion to Appoint Horner, Wible & Terek, P.C. for the 2024 audit by _____

_____, Seconded by: _____

Approved: _____ Not approved: _____

Comments: _____

Solicitor – (Current - James J. Conte, Esquire)

Motion to Appoint James J. Conte, Esquire by _____

Seconded by: _____

Approved: _____ Not approved: _____

Bond counsel – (suggest James H. Webster, Esquire of Clark Hill, PLC)

Motion to Appoint _____ by _____

Seconded by: _____

Approved: _____ Not approved: _____ Deferred: _____

Insurance and/or Bond carrier – (Cincinnati Insurance Company)

Motion to Appoint Cincinnati Insurance Company by _____

Seconded by: _____

Approved: _____ Not approved: _____ Deferred: _____

- c. Motion to adopt and have all members execute the Yearly Conflict of Interest Resolution

Motion by: _____

Seconded by: _____

Approved: _____

Not approved: _____

Comments: _____

- d. Motion to adopt and have all members execute the Yearly Suspected Misconduct and Dishonesty Resolution.

Motion by: _____

Seconded by: _____

Approved: _____

Not approved: _____

Comments: _____

- e. Solicitor requests a Motion to approve and ratify all decisions and actions of the Board, Solicitor, Bond Counsel and Auditors for the year 2024

Motion by: _____

Seconded by: _____

Approved: _____

Not approved: _____

Comments: _____

7. Report of the Assistant Secretary.

- a. A Statement of Financial Interest/Ethics Statement is attached. Please fill out and return at the end of the meeting or as soon as possible. Statements are to be submitted to the County Commissioners' Office by May 1, 2025
- b. Annual fee (Annual Post-Issuance Compliance fee) statements have been sent out for the year ending 2024 to the following: Adelphoi USA, Inc.; CSE Corporation/Chattanooga Highland Group, LLC; EA Fischione; Excelsa Health; and Redstone Presbyterian SeniorCare for a total billing of \$1,250.00
- c. Annual Post-Issuance Certificates for the year ending 2024 were sent out to the following: Adelphoi USA, Inc.; CSE Corporation/Chattanooga Highland Group, LLC; EA Fischione; Excelsa Health; and Redstone Presbyterian SeniorCare

8. New Business:

9. Adjournment:

Motion to adjourn: _____

Seconded by: _____

Vote: _____

Adjournment at _____ p.m.

LEGAL ADVERTISING

TRIB TOTAL MEDIA

Proof of Publication of Notice in The Westmoreland Tribune-Review

Under the Act of July 9, 1976, P.L. 877, No. 160

Commonwealth of Pennsylvania }

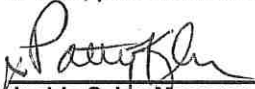
County of Westmoreland } SS:

Patty Klingensmith, Inside Sales Manager of Trib Total Media, Inc., a corporation of the Commonwealth of Pennsylvania with place of business in Pittsburgh, Allegheny County, Pennsylvania, being duly sworn, deposes and says that the Tribune-Review is a daily newspaper in general circulation in Southwestern Pennsylvania. Said corporation was established in the year 1924. A copy of the printed notice of publication is attached hereto exactly as the same was printed and published in the regular editions of the said daily newspaper on the following dates, viz:

LEGAL# 358693 , RE: Meeting Notice

12/14/2024;


Affiant further deposes that s/he is an officer duly Authorized by the Trib Total Media, Inc., publisher of the Tribune-Review, to verify the foregoing statement under oath and also declares that affiant is not interested in the subject matter of the aforesaid notice of publication, and that all allegations in the foregoing statement as to time, place and character of publication are true.



Inside Sales Manager,
Trib Total Media, Inc.

Sworn to and subscribed before me this

16 DAY OF DECEMBER, 2024



Notary Public

Statement of Advertising Costs

JAMES J CONTE ESQUIRE
1004 LIGONIER ST FL 4
LATROBE, PA 156501824

Commonwealth of Pennsylvania - Notary Seal
Karen DiCristofaro, Notary Public
Allegheny County
My commission expires April 11, 2026
Commission number 1213255
Member, Pennsylvania Association of Notaries

To Trib Total Media, Inc.

For Publishing the notice or advertisement attached

hereto on the above stated dates	\$214.00
Probating Same	\$0.00
Total	\$214.00 *

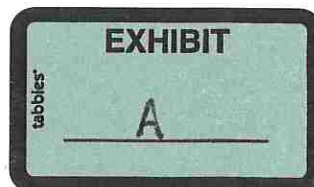
Publisher's Receipt for Advertising Costs

The Trib Total Media, Inc., publisher of the Tribune-Review, a daily newspaper, hereby acknowledged of the aforesaid advertising and publication costs, and certifies the same have been fully paid.

Trib Total Media Inc., Publisher
of the Tribune-Review, a Daily Newspaper.

By _____

* Prepaid with Invoice



NOTICE

Pursuant to OPEN MEETING LAW (P.L. 486, No. 175, Section 1, et seq of July 19, 1974, as amended) of WESTMORELAND COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY

Westmoreland County Industrial Development Authority shall hold its regular monthly meeting on the third (3rd) Monday of each month (unless such Monday is a holiday, in which event, such meeting shall be held Tuesday immediately following such holiday) at 3:30 P.M. in the Conference Room of Economic Growth Connection of Westmoreland at 40 North Pennsylvania Avenue, Fifth Floor, Suite 510, Greensburg, Pennsylvania. For calendar year 2025, the meetings are scheduled as follows:

Tuesday, January 21, 2025 (this is a Reorganizational Meeting)
Tuesday, February 18, 2025
Monday, March 17, 2025
Monday, April 21, 2025
Monday, May 19, 2025
Monday, June 16, 2025
Monday, July 21, 2025
Monday, August 18, 2025
Monday, September 15, 2025
Monday, October 20, 2025
Monday, November 17, 2025
Monday, December 15, 2025

James J. Conte, Solicitor
Westmoreland County Industrial

**WESTMORELAND COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY**

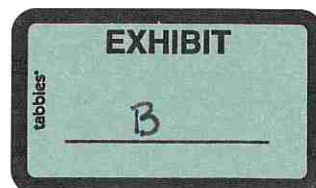
**MINUTES OF THE BOARD MEETING
Monday, November 18, 2024**

1. The meeting opened with roll call and those attending were:

Bruce Corna	Vikki Ridenour
Dan Howard (phone)	Edward Sobota
Jennifer Miele (phone)	Tom Sochacki (phone)
Tony Pauly	

Also in attendance were the Solicitor, James J. Conte, and Rebecca S. Lewis.

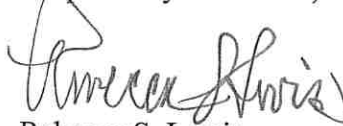
2. **Minutes.** The minutes of the Reorganizational Meeting held January 16, 2024, were attached to the Agenda and were reviewed by all members in attendance prior to meeting. Tony Pauly moved for waiving formal reading and approval of the minutes, second by Ed Sochacki; approved by 7-0 vote.
3. **Report of Treasurer.** An updated outline of the balance in the checking account was attached to the Agenda for review prior to meeting. Vikki Ridenour reported that there were deposits for annual fees totaling \$1,250; a deposit from Westmoreland County Industrial Development for an annual fee in the amount of \$1,000; a deposit from Economic Growth Connection in the amount of \$5,500; a disbursement for the 2023 audit fee paid to Horner Wible & Terek (\$2,275.00); 3 disbursements to Hempfield Mini Storage totalling \$747.92; a disbursement to Trib Total Media to publish 2023 audit summary (\$527.50); 2 disbursements to EGC totaling \$157.37; a disbursement to James J. Conte for costs \$15.17; the current account balance as of the date of the meeting is \$6,670.81. Ed Sobota moved for approval of the Report of Treasurer, second by Tony Pauly; approved by 7-0 vote.
4. **Audit Report.** The 2023 Audit Report dated July 24, 2024, from Horner, Wible & Terek, PC, was attached to the Agenda for review prior to the meeting. Tony Pauly moved for approval of the Audit Report, second by Vikki Ridenour; approved by 7-0 vote.
5. **Report of Assistant Secretary.** Copies of the Department of Community and Economic Development Allocation Bulletin #46 and 2023 Allocation Usage Summary table were attached to the Agenda for review prior to the meeting.
6. **Report of the Solicitor.** Discussion by Mr. Conte concerning the funds available from DCED and whether there is any inquiry from the business/industrial community at this time.



7. **New Business – Reappointment.** Mr. Conte called for a motion to recommend and request reappointments by the Westmoreland County Commissioners for Daniel J. Howard, Jr., and Edward A. Sobota as members of the Authority. Vikki Ridenour moved for the recommendation and reappointments of Daniel J. Howard, Jr., and Edward A. Sobota as members of the Authority, second by Tony Pauly; approved by 7-0 vote.
8. **Adjournment.**

Upon motion by Ed Sobota, second by Jennifer Miele, a motion to adjourn was approved by a 7-0 vote. Adjournment occurred at 3:44 pm.

Respectfully submitted,


A handwritten signature in dark ink, appearing to read "Rebecca S. Lewis", written in a cursive style.

Rebecca S. Lewis
Assistant Secretary

CERTIFICATION OF AUTHORITY

I hereby certify that the attached is a true and correct copy of the Minutes of the Westmoreland County Industrial Development Authority for its regular meeting held on Monday, November 18, 2024.

WESTMORELAND COUNTY INDUSTRIAL
DEVELOPMENT AUTHORITY

By: 
Rebecca S. Lewis, Assistant Secretary

REPORT OF THE TREASURER
11/18/24 through 1/21/2025

Balance on hand as of November 18, 2024 **\$6,670.81**

Deposits:

None

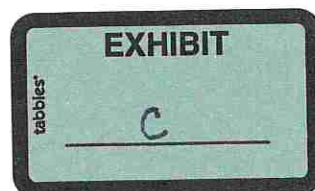
Total Deposits: **\$ 0.00**

Disbursements:

Date	Check	Payee	
12/18/24	1040	Hempfield Mini Storage	\$ -253.76
12/18/24	1041	Cincinnati Insurance Company	\$ -525.00
12/23/24	1042	Trib Total Media – publish 2025 meeting notice	<u>\$ -214.00</u>

Total Disbursements: **\$ -992.76**

Balance on hand as of January 21, 2025 **\$5,678.05**



STATEMENT OF FINANCIAL INTERESTS
SEE INSTRUCTIONS FOR ADDITIONAL DETAILS

01	LAST NAME	FIRST NAME	MI	SUFFIX

02	ADDRESS office (business or governmental) or home	City	State	Zip Code	Area Code	Phone
					()	

NOTE: IF YOU ARE INCLUDING ATTACHMENTS, DO NOT INCLUDE ANYTHING THAT BEARS YOUR SOCIAL SECURITY NUMBER OR FINANCIAL ACCOUNT NUMBERS.

03	STATUS Check applicable box or boxes, more than one box may be marked.					<input type="checkbox"/> Check this box if you are amending an original filing
	A <input type="checkbox"/> Candidate (including write-in)	C <input type="checkbox"/> Public Official (Current)	D <input type="checkbox"/> Public Employee (Current)	E <input type="checkbox"/> Check this box if you are filing as a solicitor		
	B <input type="checkbox"/> Nominee	C <input type="checkbox"/> Public Official (Former)	D <input type="checkbox"/> Public Employee (Former)			

04	PUBLIC OFFICE OR PUBLIC EMPLOYMENT (i.e. administrator, member, Commissioner, job title, etc.)	<input type="checkbox"/> seeking	<input type="checkbox"/> hold	<input type="checkbox"/> held
A				
		<input type="checkbox"/> seeking	<input type="checkbox"/> hold	<input type="checkbox"/> held
B				

05	GOVERNMENTAL BODY in which you are/were an Official, Employee, Candidate or Nominee (e.g., dept, agency, authority, borough, board, commission, county, school district, twp, etc.)
A	
B	

06	OCCUPATION OR PROFESSION (This may be the same as block 4)	07 YEAR SEE INSTRUCTIONS
		Information in blocks 8-15 represents disclosure for the calendar year listed here: 2 0

08	REAL ESTATE INTERESTS involved in transactions with the Commonwealth, any of its agencies, or a political subdivision	If NONE, check this box <input type="checkbox"/>
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09	CREDITORS TO WHOM IS OWED MORE THAN \$6,500	If NONE, check this box <input type="checkbox"/>
	Name: Address: Interest Rate	

10	DIRECT OR INDIRECT SOURCES OF INCOME OF \$1,300 OR MORE, including (but not limited to) all employment	If NONE, check this box <input type="checkbox"/>
	Name: Address: (OFFICIAL USE ONLY)	

11	GIFTS VALUED AT \$250 OR MORE IN THE AGGREGATE	If NONE, check this box <input type="checkbox"/>
	Source of Gift Value of Gift	
	Address of Source of Gift Circumstances (including description) of Gift	

12	TRANSPORTATION, LODGING OR HOSPITALITY WHERE ACTUAL EXPENSES EXCEEDED \$650 IN THE AGGREGATE	If NONE, check this box <input type="checkbox"/>
	Source (Name and Address) Value	

13	OFFICE, DIRECTORSHIP OR EMPLOYMENT IN ANY BUSINESS	If NONE, check this box <input type="checkbox"/>
	Business Entity (Name and Address) Position Held (i.e., officer, director, employee, etc.)	

14	FINANCIAL INTEREST IN ANY LEGAL ENTITY IN BUSINESS FOR PROFIT	If NONE, check this box <input type="checkbox"/>
	Business (Name and Address) Interest Held (i.e., 5%, 10%, etc.)	

15	BUSINESS INTERESTS TRANSFERRED TO IMMEDIATE FAMILY MEMBER	If NONE, check this box <input type="checkbox"/>
	Business (Name and Address) Interest Held Relationship Date Transferred	
	Transferee (Name and Address)	

The undersigned hereby affirms that the foregoing information is true and correct to the best of said person's knowledge, information and belief, said affirmation being made subject to the penalties prescribed by 18 Pa.C.S. §4904 (unsworn falsification to authorities) and the Public Official and Employee Ethics Act, 65 Pa.C.S. §1109(b).

Signature _____ Enter Current Date _____

THIS FORM IS CONSIDERED DEFICIENT IF ANY BLOCK ABOVE IS NOT COMPLETED. MAKE A COPY FOR YOUR RECORDS.

SIGN THE FORM USING CURRENT DATE. DO NOT BACK DATE SIGNATURE.

STATEMENT OF FINANCIAL INTERESTS INSTRUCTIONS

Please print neatly in capital letters. If you require more space than has been provided, please attach an 8 1/2" x 11" piece of paper to the form. Blocks 01 through 06 are for current information.

- Block 01** Enter your last name, first name, middle initial and suffix (if applicable) in the spaces provided. Public office candidates should use the exact name used on official nomination petition or papers.
- Block 02** List an office (business or governmental) or home address and daytime telephone number.
- Block 03** Check the box or boxes to indicate your status. See definitions on front page. If you are correcting a prior filing, please check the box designating an amended form.
- Block 04** Check the appropriate box (seeking, hold, held) for each position you list in the blocks below. List all public position(s) which you are seeking, currently hold, or have held in the prior calendar year. Please be sure to include job titles and official titles such as "member" or "commissioner" (even if serving as an alternate/designee).
- Block 05** List all Commonwealth agency(ies) or political subdivision(s) as to which you: (1) are presently seeking a public position or public office as a candidate (incumbent or non-incumbent) or nominee; (2) presently hold public office(s) or public employment; and/or (3) previously held a public office(s) or public employment during all or any portion of the calendar year listed in block 07. (The term "political subdivision" includes a county, city, borough, incorporated town, township, school district, vocational school, county institution, district, and any authority, entity or body organized by the aforementioned).
- Block 06** List your current occupation or profession. This information may be the same as stated in block 04.
- Block 07** List the calendar year for which you are filing this form. Like tax returns, the form discloses financial information for a prior calendar year. For example, for the form due May 1, 2025, block 07 would read "2024." The information in blocks 08 through 15 should represent financial interests for the calendar year listed in Block 7.
- Block 08** REAL ESTATE INTERESTS: List the address of any property which was involved in transactions (leasing, purchasing, or condemnation proceedings of real estate interests) with the Commonwealth or any other governmental body within the Commonwealth. If you have no direct or indirect interests in such a property, then check "NONE."
- Block 09** CREDITORS: List the name and address of any creditor and the interest rate of any debt over \$6,500 regardless of whether such debt is held solely by you or jointly by you and any other individual, including your spouse, where each obligor is fully responsible for the obligation. A joint obligation with other persons for which the filer is responsible only for a proportional share that is less than the reporting threshold, is not required to be reported. **Do not report a mortgage or equity loan on your home (or secondary home),** or loans or credit between you and your spouse, child, parent or sibling. Car loans, credit cards, personal loans and lines of credit must be listed on the form if the balance owed was in excess of \$6,500 at any time during the calendar year. If you do not have any reportable creditor, then check "NONE."
- Block 10** DIRECT OR INDIRECT SOURCES OF INCOME: List the name and address of each source of \$1,300 or more of gross income - - including but not limited to gross income from the public position - - regardless of whether such income is received solely by you or jointly by you and another individual, such as a spouse. "Income" includes any money or thing of value received or to be received as a claim on future services or in recognition of services rendered in the past, whether in the form of a payment, fee, salary, expense, allowance, forbearance, forgiveness, interest, dividend, royalty, rent, capital gain, reward, severance payment, proceeds from the sale of a financial interest in a corporation, professional corporation, partnership or other entity resulting from termination/withdrawal therefrom upon assumption of public office or employment or any other form of recompense or combination thereof. The term refers to gross income and includes prize winnings and tax-exempt income but does not include gifts, governmentally-mandated payments or benefits, retirement, pension or annuity payments funded totally by contributions of the public official or employee, or miscellaneous incidental income of minor dependent children. Filers are not required to list income amounts. If you do not have ANY reportable source of income, then check "NONE."
- Block 11** *GIFTS: For each source of gifts(s) valued at \$250 or more in the aggregate, list the following information: the name and address of the source; the circumstances, including a description of each gift; and the value of the gift(s). **Do not report political contributions otherwise reportable** as required by law, gift(s) from friends or family members (the term "friend" does not include a registered lobbyist or employee of a registered lobbyist), or any commercially-reasonable loan made in the ordinary course of business. The Commission has held that a person cannot be deemed a "friend" if that person and/or a business with which that person is associated is regulated by or has contracts with the public official's governmental body. If you did not receive any reportable gift, then check "NONE."
- Block 12** *TRANSPORTATION, LODGING OR HOSPITALITY EXPENSES: List the name and address of each source and the amount of each payment/reimbursement by the source for transportation, lodging or hospitality that you received in connection with your public position **if the aggregate amount of such payments/reimbursements by the source exceeds \$650 for the calendar year for which you are reporting.** Do not report reimbursements made by a governmental body or by an organization/association of public officials/employees of political subdivisions that you serve in an official capacity. If you do not have any reportable expense payments/reimbursements, then check "NONE."
- Block 13** OFFICE, DIRECTORSHIP OR EMPLOYMENT IN ANY BUSINESS ENTITY: List the name and address of the business entity for any office that you hold (Example: President, Vice President, Secretary, Treasurer), any directorship that you hold (through service on a governing board such as a board of directors), and any employment that you have in any capacity whatsoever as to any business entity. This block focuses solely on your status as an officer, director or employee, regardless of income. If you do not have any office, directorship or employment in any business entity to report, then check "NONE."
- Block 14** FINANCIAL INTERESTS: List the name and address and interest held in any business for profit of which you own more than 5% of the equity or more than 5% of the assets of economic interest in indebtedness. If you do not have any such financial interest to report, then check "NONE."
- Block 15** TRANSFERRED BUSINESS INTERESTS: List the name and address of any business in which you transferred a financial interest (as defined in block 14 above) to a member of your immediate family (parent, spouse, child, brother or sister), as well as the interest held, relationship to the individual, and date of transfer. If you did not transfer any such business interest, then check "NONE."
- Signature** Sign the form and enter the current date. **Back dating the form is a violation of law and could result in the initiation of civil, administrative and/or criminal penalties.**

*Please note the Commission has long held that the receipt of things of value, such as gifts, transportation, lodging and hospitality from vendors, those regulated, and others, may form the basis for a conflict of interest under Section 1103(a) of the Ethics Act.