

VENANGO COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Meeting Minutes

February 18, 2020

Courthouse Annex Room 100

1174 Elk Street

Franklin, PA

Present:

Chip Abramovic
Mike Dulaney
Alan Schiller
Bill Moon
Bonnie Summers
Rod Griffin
Sam Breene

Staff:

Emily Lewis
Taylor Snyder

Guests:

Jason Ruggiero, VCRPC
Diona Brick, Fiscal
Ashley Smith, VCRPC
Dr. James Knarr, Resident

Excused:

- I. Call to Order –
Monthly board meeting called to order by Bill Moon at 9:58 A.M.
- II. Approval of Minutes
1/21/20 Regular Meeting Minutes
✓ Motion to approve the meeting minutes by Rod Griffin; seconded by Mike Dulaney. So moved.
- III. Public Comment on Agenda Items
None. So moved.
- IV. Special Purpose Matters
 - a. Canfield Development Change Order #3
 - i. Emily informed the board that the change order is to wrap up the final pieces of the Canfield contract. The building code requires that handrails are to be in the stairwell – rather than removing the existing to put up temporary until the permanent handrails are ready to be installed, the decision was made to keep the existing handrails, which resulted in a change order as a credit to the Authority in the amount of \$2,349.43.
 - ✓ Motion to approve the Canfield Development Change Order #3 by Bonnie Summers; Seconded by Alan Schiller.
 - b. KLA Roofing Change Order #4
 - i. Emily presented a proposed change order from KLA Roofing for \$1,512.67 to change material for different anchors and thread rods to secure the pipe drains from the roof. These were not anticipated. Emily presented the cash flow for the Cornplanter Square project showing the change order being reflected.

- ✓ Motion to approve the KLA Roofing Changer Order #4 by Rod Griffin;
Seconded by Alan Schiller.

V. Financial Report

Diona Brick, Venango County Fiscal Director, presented the financial report. Diona then presented the list of invoices paid in January with no concerns. She informed the board that the county is still awaiting reimbursement for RACP, which is typical.

- ✓ Motion to accept the financial report including invoices by Bonnie Summers;
Seconded by Alan Schiller.

VI. Ongoing Projects

a. Cornplanter Square

i. Demolition and Abatement

Emily provided the board with a contract close-out summary for Canfield Development, Inc.

ii. Doors and Windows

Emily updated the board with current issues with the doors and windows contract. She provided pictures of the building showing two steel beams that run from the second to fourth floor of the building. It is believed that they were originally installed to act as windbreakers and an absorption mechanism for wind and were never meant to be structural but have become structural over time. The plan was to remove the beams as part of the design, but now are unable to do that with the fact that they are bearing weight. The structural engineer has inspected the issue and has proposed three options. Emily presented the options to the board, and discussed the best option to install carbon fibers to the cracks that would strengthen the stone headings and allow to remove the steel beams. A carbon fiber installer will give a cost estimate for the Authority to expect as a change order.

VII. Staff Report

- a. Taylor informed the board that she has scheduled meetings with eight schools to reach out to potential eAcademy students for the 2020-2021 school year. She has edited the eAcademy applications, created resource packets for the schools, and planned student events and guest speakers. The eAcademy attended a Dolphin Tank Entrepreneurship Competition for students with the Hermitage Lindenpoint eAcademy. The 3-D printer has been installed by Education Solutions. Students attended volunteer work at the Salvation Army. Taylor also attended the NAP Conference in Harrisburg.
- b. Emily met with the County Commissioners to discuss county support via bridge financing for the RACP grant. She was informed that the Authority's \$1.5 million Federal EDA grant application was awarded, and reached out to EDA to determine next steps. Emily met with County Commissioners, County Airport Manager, and County Planning Director to discuss development of county

property and airport land use. The Authority partnered with FICDA to put on an OSHA training for local businesses.

VIII. Around the Table Report

- a. Alan Schiller stated that the Oil City Redevelopment Authority is starting to look at ideas for the East Side of the city.
- b. Bill Moon noted that the Days Inn in Oil City is still closed, and they are currently looking to employ a property manager for site security. He also mentioned his support for the ORA to develop an ATV study for the National Heritage Area.

IX. Public Comment – General

- a. Dr. James Knarr discussed the state of the Authority.

X. Adjournment

- ✓ Motion to adjourn by Chip Abramovic; Seconded by Rod Griffin at 10:40 AM. So moved.

Respectfully submitted,
Ashley Smith, VCRPC