

VENANGO COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Meeting Minutes

July 21, 2020

Courthouse Annex Room 100

1174 Elk Street Franklin, PA

Present:

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

Staff:

Emily Lewis
Taylor Snyder

Guests:

Jason Ruggiero, VCRPC
Ashley Smith, VCRPC
Diona Brick, Fiscal

Excused:

Chip Abramovic

- I. Call to Order
Monthly board meeting called to order by Sam Breene at 10:04 A.M.
- II. Approval of Minutes
 - a. 06/16/2020 Regular Meeting Minutes
 - ✓ Motion to approve the meeting minutes by Bonnie Summers; seconded by Bill Moon. So moved.
- III. Public Comment on Agenda Items
None. So moved.
- IV. Special Purpose Matters
 - a. Appointment of Education Committee Members
 - i. Taylor presented the board with a list of committee representatives for the eAcademy's advisory committee board. This board is to be comprised of a representative from each of the seven different school districts, three community representatives, and one Venango County Economic Development Authority board representative for a committee member total of eleven.
 - ✓ Motion to accept the ratification by Alan Schiller; Seconded by Mike Dulaney. All in favor. So moved.
 - b. Engage Contract Extension
 - i. Emily informed the board that this extends the original contract with the Northwest Commission for the Engage program through June 30, 2021. This is a routine amendment.
 - ✓ Motion to approve the Engage Contract Extension by Bill Moon; Seconded by Alan Schiller. So moved.
 - c. Ratification of KLA Roofing Change Order
 - i. Emily presented the board with the ratification of KLA Roofing change order number 6. The change order includes addressing parapet concerns in a way that is satisfactory to our engineer and provide structural support that he feels the building needs. The change order also includes removal of concrete equipment

pads on the roof and modification to rear coping that was found. This change order is \$31,221.70. The majority of this change order will be majority funded by County CDBG funds and the remaining proposed to be funded by VCEDA administration budget.

- ✓ Motion to approve the ratification of KLA Roofing Change Order by Bonnie Summers; Seconded by Alan Schiller. So moved.

V. Financial Report

Diona Brick, Venango County Fiscal Director, presented the financial report.

Diona then presented the list of invoices paid in June with no concerns and noted that the report is on track through this year.

- ✓ Motion to accept the financial report including invoices and approval of deduction of \$5,000 from administration line to cover the remaining balance of KLA Roofing Change Order #6 by Mike Dulaney; Seconded by Bill Moon. All in favor. So moved.

VI. Ongoing Projects

a. Cornplanter Square

i. Update

Emily informed the board with an update on the Cornplanter Square building. She is thinking about installing two fans on each floor and a humidifier in the basement to maintain airflow and to keep the building dry.

Emily informed the board that she is looking at applying for a PNC Charitable Trust grant in the County's name to cover some of these miscellaneous charges. Emily is looking into pricing differences between purchasing and renting the fan equipment.

VII. Staff Report

- a. Taylor has been working to prepare for the first educational advisory committee meeting. She has been Zoom meeting with staff from the Hermitage eAcademy discussing what it may look like moving the program and curriculum online. Taylor is writing a PNC Charitable Trust grant to help fund the eAcademy program. She has taken part in the Venango Chamber of Commerce's Shift. Sustain. Succeed. Meetings along with the SBDC website training and Keystone Initiative Zone and Tax Credit training.
- b. Emily mentioned that the Commissions and local Economic Development partners have been attending biweekly conference calls to discuss different development and business assistance programs. Met with Barbara Pierce with Century Arts via conference call to discuss the makerspace for artists in the Cornplanter Square building.

VIII. Around the Table Report

Mike Dulaney informed the board that the Commissioners are putting up applications for businesses, nonprofits, and fire departments for grant Covid monies through the Cares Act.

Bill Moon informed the board that they are making progress on an ATV Study for trails in Venango County.

IX. Public Comment – General

None.

X. Adjournment

- ✓ Motion to adjourn by Bill Moon; Seconded by Mike Dulaney at 11:12AM.
So moved.

Respectfully submitted,
Ashley Smith, VCRPC