

VENANGO COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Meeting Minutes

June 16, 2020

Call-In Go To Meeting

1174 Elk Street Franklin, PA

Present:

Sam Breene
Mike Dulaney
Alan Schiller
Bill Moon
Bonnie Summers

Staff:

Emily Lewis
Taylor Snyder

Guests:

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

Excused:

Chip Abramovic
Rod Griffin

- I. Call to Order
Monthly board meeting called to order by Sam Breene at 10:02 A.M.
- II. Approval of Minutes
 - a. 5/19/20 Regular Meeting Minutes
 - ✓ Motion to approve the meeting minutes by Bonnie Summers; seconded by Mike Dulaney. So moved.
- III. Public Comment on Agenda Items
None. So moved.
- IV. Special Purpose Matters
 - a. Ratification of KLA Roofing Change Order
 - i. Emily informed the board that this change order for parapet repairs totaling \$36,825.30 was emailed to the board for approval. She requested a formal ratification of the approval at a public meeting.
 - ✓ Motion to accept the ratification by Bill Moon; Seconded by Sam Breene. All in favor. So moved.
- V. Financial Report
Diona Brick, Venango County Fiscal Director, presented the financial report.
Diona then presented the list of invoices paid in May with no concerns and noted that the report is on track through this year.
 - ✓ Motion to accept the financial report including invoices by Bill Moon; Seconded by Bonnie Summers. All in favor. So moved.
- VI. Ongoing Projects
 - a. Cornplanter Square
 - i. Roof Replacement Update
Emily provided the board with an update for the roof replacement. She informed the board that parapet repairs have begun and once completed the roofer can apply the new membrane to the surface. Ken Faux is working

with the roofers to price a solution to an issues with the cornice of the penthouse. Emily is working with KLA Contracting to resolve prevailing wage issues to stay within grant compliance.

ii. Doors and Windows Update

Emily explained to the board that the contractors are nearly complete installing the doors and windows, and are finishing some remaining items with the estimate to be complete in the next two to three weeks. Sam and Bill mentioned the compliments they have been hearing about the changes to the outside of the building.

VII. Staff Report

- a. Taylor informed the board that she has reached out to school superintendents and principals about how the next school year will look and how the eAcademy will reorganize the program with their guidance. Taylor is filling out an ARC grant application and will send it in next week. Taylor is reorganizing the classroom curriculum with Lisa from the Hermitage eAcademy moving files to the google classroom for ease of access for students. Taylor has been creating marketing materials and working with The Derrick and the Chamber to get information out about the program. Emily and Taylor have been creating an education advisory committee with a representative of every school district, community leaders, and a member from the Authority board. Currently there are six fully committed students with two possible students for this upcoming year.

VIII. Around the Table Report

Bill Moon asked Emily for an update on the prospective first floor tenant. Emily informed the board that she will reach out to them. She also informed the board that she is thinking about how to structure a request for proposal if needing to target the brewing audience outside of the county to fill the first floor of the building.

Bonnie Summers asked about a broadband update with Covid-19 Cares Act monies, and Diona informed the board that she is writing a grant application for the county that a portion can be used for broadband.

IX. Public Comment – General

None.

X. Adjournment

- ✓ Motion to adjourn by Mike Dulaney; Seconded by Bill Moon at 10:31AM.
So moved.

Respectfully submitted,
Ashley Smith, VCRPC