

VENANGO COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Meeting Minutes

May 19, 2020

Courthouse Annex Room 100

1174 Elk Street Franklin, PA

Present:

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

Staff:

Emily Lewis
Taylor Snyder

Guests:

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

Excused:

- I. Call to Order
Monthly board meeting called to order by Bill Moon at 10:06 A.M.
- II. Approval of Minutes
 - a. 4/21/20 Regular Meeting Minutes
 - ✓ Motion to approve the meeting minutes by Bonnie Summers; seconded by Rod Griffin. So moved.
- III. Public Comment on Agenda Items
None. So moved.
- IV. Special Purpose Matters
 - a. Ratification of Gurtner and Sons Contracting Change Order
 - i. Emily informed the board that this change order 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 Alan Schiller; Seconded by Bonnie Summers. 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 April with no concerns.
 - ✓ Motion to accept the financial report including invoices by Rod Griffin; Seconded by Bill Moon. 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 included photos of the previous conditions of the deck with the new deck installed by KLA Roofing to show improvements. She also showed other photos that demonstrate conditions that were found on the roof parapet when the roof membrane was taken off. The brick showed deterioration and

pitting due to water exposure. KLA Roofing submitted a proposed change order of \$36,825.30. The architect and engineer are working through the change order reviewing items to be removed from the change order that were part of the original specifications of the job. The new roofing membrane will not be able to be applied until those issues are addressed. KLA Roofing found gravel on the roof that they did not anticipate. The architect informed Emily that in the specifications it states that the roofer is responsible for all materials on the roof to be removed. Emily is discussing the work specifications with KLA Roofing.

ii. Doors and Windows Update

Emily provided the board with photos showing the progress on the doors and windows. A large majority of the windows have been placed in the building. The windows up do not yet have the decorative flashing that will go in. The windows are vision glass that is more fitting of the historic nature of the building.

VII. Staff Report

- a. Taylor informed the board that the eAcademy Demo Day is on the Facebook page and she is in the process of merging the videos to create marketing material. Taylor is looking into different grants for funding. Taylor informed the board that the Demo Day winning student was awarded a \$1000 scholarship. She informed the board that to receive more interest for the program, the students created videos talking about the program with the incentive that whoever gets the most shares in a week would receive a gift card which was a success getting more traffic and likes on the social media page. Taylor has kept in touch with the schools talking with interested students. For next year, the program is up to six students. Five from Rocky Grove and one from Titusville. Taylor is also talking to one student from Oil City and another from Titusville which would take the program to eight students for next year. She has reached out to the new superintendent in Franklin to introduce herself and the program to him. Taylor has been communicating with Hope Lineman from Clarion Venango Campus about a high school apprentice grant program.

VIII. Around the Table Report

Sam Breene informed the board about discussions back and forth between the County Commissioners and the Governor's Office through Covid-19 phases.

IX. Public Comment – General

None.

X. Adjournment

- ✓ Motion to adjourn by Bill Moon; Seconded by Bonnie Summers at 10:50AM. So moved.

Respectfully submitted,
Ashley Smith, VCRPC