

VENANGO COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Meeting Minutes

February 16, 2021

Call In – Go To Meeting

Venango Courthouse Annex Room 100

Present:

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

Staff:

Taylor Snyder

Guests:

Jason Ruggiero, VCRPC
Ashley Smith, VCRPC
Diona Brick, Fiscal
Kara O’Neil, The Derrick
Ronald Mattocks, Bull Moose Marketing

Excused:

- I. Call to Order
Monthly board meeting called to order by Sam Breene at 10:05 A.M.
- II. Approval of Minutes
 - a. 01/19/2021 Regular Meeting Minutes
 - ✓ Motion to approve the meeting minutes by Mike Dulaney; seconded by Bonnie Summers. So moved.
- III. Public Comment on Agenda Items
None. So moved.
- IV. Bull Moose Marketing
 - a. Website/Social Media
Ronald Mattocks informed the board that Phase 1 has been completed configuring information for the website. He noted that they used supporting materials from local agencies to influence their content creation in Phase 2. He also mentioned that the website has been created and is ready to launch.
 - b. Name Change
Bull Moose Marketing is recommending to rebrand the building. Ron noted that when looking at the building with others there was some confusion on Cornplanter Square being the park in front of the building. To create clarity, they are proposing rebranding the building to 100 Seneca. Rebranding will reduce confusion and add new energy/attention to the property.
- V. Special Purpose Matters
 - a. Election of Officers
Jason Ruggiero noted that the Authority bylaws state the chairman of the Commissioner board is to the chairman of the Authority board. Sam Breene nominated Bill Moon and Bonnie Summers to continue in their existing capacity.
 - ✓ Motion to approve Bill Moon as Vice Chairman and Bonnie Summers as Treasurer by

Rod Griffin; Seconded by Mike Dulaney. All in favor. So moved.

b. Engage! Contract

Taylor informed the board that due to extra funding, the contract is being amended from \$3,000 originally to \$8,000. This contract is split with FIDCA for their engagement efforts.

- ✓ Motion to approve the contract amendment by Bill Moon; Seconded by Bonnie Summers. All in favor. So moved.

VI. Financial Report

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

Diona then presented the balance sheet for January and list of invoices paid.

- ✓ Motion to accept the financial report including invoices by Bill Moon; Seconded by Alan Schiller. All in favor. So moved.

VII. Ongoing Projects

a. Cornplanter Square

i. Insurance Claim

Jason presented an insurance claim settlement from Selective Insurance in regard to the water damage that was done during the KLA Roofing project. The summary for the building claim is \$204,980.90.

ii. Design Lab

Jason noted that they are moving forward with the design phase of the fifth floor build out with DesignLab. They are hoping to bid in April and are on schedule. He mentioned that they have been working through some changes to the electric plan to create enough service for the build out.

iii. KLA Roofing

The Authority is waiting on steel certifications and grant compliance items.

iv. Vaulted Ceiling

Jason informed the board they are working forward to find a lift that can be used to work on the vaulted ceiling.

v. Temporary Heating & Dehumidification

Fans and dehumidifiers are in and currently running and are being drained to the basement.

VIII. Staff Report

- a. Taylor updated the board on her discussions with local school districts on their hybrid, in person, or virtual programs that she is working on matching for the eAcademy program. She has completed course outlines and flyers for the next school year. Taylor has been working with a proposed pet store owner providing them with potential locations and zoning information. Also, Taylor was a Hermitage Dolphin Tank judge and has been attending the Venango Chamber of Commerce's Leadership Venango courses.

IX. Around the Table Report

Jason Ruggiero noted that the multimodal facility project is in the homestretch and that he is looking forward to moving the busses to the site to begin work on the recycling center opening approximately in June.

Taylor Snyder announced that her pregnancy and that she is due in July. The board celebrated with congratulations all around.

Mike Dulaney noted that the county applied for a \$500,000 Covid grant for hospitality businesses.

Bill Moon mentioned that Oil City is celebrating their 150th year celebration on April 11th. He also noted that Cornplanter park is going to be getting new sidewalks and lighting.

- X. Public Comment – General
None.
- XI. Adjournment to Executive Session with No Voting
 - ✓ Motion to adjourn into executive session by Bonnie Summers; Seconded by Bill Moon at 11:38 AM.
- XII. Adjournment
 - ✓ Motion to adjourn by Mike Dulaney; Seconded by Bill Moon at 11:47 AM.

Respectfully submitted,
Ashley Smith, VCRPC