

VENANGO COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Meeting Minutes

March 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
Camila Gomez Bull Moose Marketing

Excused:

- IV. Call to Order
 - Monthly board meeting called to order by Sam Breene at 10:04 A.M.
- V. Approval of Minutes
 - a. 02/16/2021 Regular Meeting Minutes
 - ✓ Motion to approve the meeting minutes by Bill Moon; seconded by Bonnie Summers. So moved.
- VI. Public Comment on Agenda Items
 - None. So moved.
- VII. Bull Moose Marketing
 - a. Name Change
 - i. Letter from Resident
 - Bull Moose Marketing informed the board that the website and social media pages are ready to launch once the name change is decided. Jason noted that the building has had many names throughout the years and it is important for marketing purposes to have one name settled. He mentioned that 100 Seneca at Cornplanter Square clearly markets the building by bringing attention to both the building and the public location. The board discussed different concerns from the public about changing the name. Sam Breene mentioned that he will reach out to the resident that wrote a letter to the board.
 - ✓ Motion to rebrand the building 100 Seneca at Cornplanter Square by Bill Moon and Mike Dulaney. All in favor. So moved.
- VIII. Special Purpose Matters
 - a. PREP Contract
 - Taylor Snyder informed the board that the PREP Contact with the Northwest Commission is being amended for additional funds.
 - ✓ Motion to approve PREP contract amendment by Bill Moon; Seconded by Bonnie Summers. All in favor. So moved.

- b. Clarion County Economic Development Authority Contract
Taylor noted that Clarion County and Venango County Economic Development Authorities have waived each other fees for membership and would like to continue that partnership.
- ✓ Motion to waive fees for services with an edit of the date from 2019-2021 by Mike Dulaney; Seconded by Bill Moon. All in favor. So moved.

IX. Financial Report

- Diona Brick, Venango County Fiscal Director, presented the financial report.
- Diona then presented the balance sheet for February and a list of invoices paid.
- ✓ Motion to accept the financial report including invoices by Bill Moon; Seconded by Alan Schiller. All in favor. So moved.

X. Ongoing Projects

- a. Cornplanter Square
 - i. Business Innovation Center
Jason presented the board with an additional service agreement. He noted that the original proposal did not include the lift, operator, and traffic control. This addition of \$3,050 will be paid for by the grant.
 - ✓ Motion to approve the expense by Alan Schiller; Seconded by Bonnie Summers. All in favor. So moved.
 - ii. Design Lab
Jason gave an update on the fifth floor buildout plans and estimate. He noted that they are working on funding streams for different pieces of the build-out. The plan is to have bid documents created by the end of April.
 - iii. KLA Roofing
The Authority is waiting on the last steel certification and grant compliance items.
 - iv. Vaulted Ceiling
Jason informed the board that John Canning was on-site and seemed impressed with the condition of the ceiling plaster. Sam Breene noted that their level of expertise was very impressive. Jason mentioned that the future question that the board will need to determine is if the board will want to fix the existing ceiling or clean the ceiling and have the mural repainted.
 - v. Gurtner and Sons Windows - Lintels
The contractor is working on settling steel procurement for grant compliance.

XI. 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 mentioned that she has been meeting with students both in person and through zoom. Taylor also noted that the current class has been attending and scheduling field trips and volunteered with Community Services. Taylor created a zoom prospectus state listing for 100 Seneca. She attended training through Engage!, Venango Chamber of Commerce ZingTrain, and Leadership Venango. Taylor noted that she has had discussions with Kathy Bailey from Oil City Mainstreet Program regarding an open flag grant.

XII. Around the Table Report

Jason Ruggiero noted that the multimodal facility project is almost complete and that CATA is hoping to move in the middle of April. The recycling center moving forward is planning, ordering equipment, and finalizing contracts.

Mike Dulaney informed the board that the Recovery Act federal money is on the way for the county.

Bill Moon noted that the Oil City 150 anniversary is scheduled for April 11th.

Chip Abramovic mentioned that the hospitality grant application is on the website and due back June 15th.

XIII. Public Comment – General

None.

XIV. Adjournment to Executive Session with No Voting

- ✓ Motion to adjourn into executive session by Mike Dulaney; Seconded by Bill Moon at 11:20 AM.

XV. Adjournment

- ✓ Motion to adjourn by Mike Dulaney; Seconded by Bill Moon at 11:25 AM.

Respectfully submitted,
Ashley Smith, VCRPC