



VENANGO COUNTY COURTHOUSE
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EXECUTIVE DIRECTOR
EMILY LEWIS
CHAIR
SAMUEL H. BREENE
VICE-CHAIR
WILLIAM P. MOON
SECRETARY-TREASURER
BONNIE S. SUMMERS

Board Meeting Minutes for the April 2023 Meeting

I. CALL TO ORDER

Monthly board meeting called to order by Sam Breene, at 10:30 AM.

Those present at the public meeting of the Venango County Economic Development Authority on 4/18/2023, held in person at 1174 Elk Street (Courthouse Annex) in Room 100, Franklin PA:

Members Present:

- ☒ Sam Breene (Chair)
- ☐ Bill Moon (Vice-Chair)
- ☐ Bonnie Summers (Secretary/Treasurer)
- ☒ Mike Dulaney
- ☒ Chip Abramovic
- ☒ Alan Schiller
- ☐ Rod Griffin

Guests Present (List):

- Alexandria Shreffler, VCRPC

Staff Present:

- ☒ Emily Lewis (Executive Director)
- ☒ Heather Hondel (eAcademy Program Director)
- ☒ Rich Winkler (County Solicitor)
- ☒ Diona Brick (Finance Director)

Quorum Present: ☒ Yes ☐ No

The attendance of 4 board members (of the 7 current appointees) was accounted for by Alexandria Shreffler.

II. APPROVAL OF MINUTES

- a. 3/21/2023 Regular Meeting Minutes
 - ✓ Motion to approve the minutes made by Chip Abramovic; Seconded by Alan Schiller. All approved.

III. PUBLIC COMMENTS ON AGENDA ITEMS

- None.

IV. SPECIAL PURPOSE MATTERS

- a. Ratification of Hudson Construction Change Order 004
 - ✓ Motion to ratify a previously approved change order made by Mike Dulaney; Seconded by Chip Abramovic. All approved.
- b. Ratification of Escajeda Construction Change Order 002
 - ✓ Motion to ratify a previously approved change order made by Mike Dulaney; Seconded by Chip Abramovic. All approved.
- c. Ratification of Design Lab Architects Service Agreement
 - ✓ Motion to ratify a previously approved change order made by Chip Abramovic; Seconded by Alan Schiller. All approved.

V. FINANCIAL REPORT

a. Financial Report

Finance Director, Diona Brick – presented the financial report to the Board which summarized all accounts and budget items for the month of March. There were sixteen (16) invoices paid during the month.

✓ Motion to approve made by Chip Abramovic; Seconded by Mike Dulaney. All approved.

VI. ONGOING PROJECTS

a. 100 Seneca at Cornplanter Square

i. Fundraising Timeline – Federal Historic Tax Credit denial has been issued and appeal is pending.

ii. Construction Timeline – Board asked if the elevator is finished and Staff responded that should be done within the next few days.

VII. STAFF REPORTS

- **Executive Director, Emily Lewis** – shared that she submitted an ARC POWER application for the 100 Seneca Bank building.
- **eAcademy Program Director, Heather Hondel** – eAcademy will be attending the Wolverine Venture Battle at Grove City College on April 28 and participate in junior judging and a campus tour. The students last day of class will be May 11. Everyone is invited to attend Demo Day on May 15 at 6PM in Rhoades Auditorium on Venango Campus. All schools have been recruited in some way. Handed out posters to hang in schools and talked with educators at the VenangoREADY event.

VIII. AROUND-THE-TABLE REPORT

- Alan Schiller – ORA has approval from land bank to assist with demolition of the East End property on the Oil City Southside

IX. PUBLIC COMMENT – GENERAL

- Rich Winkler – inquired about the tax credit denial. Staff responded that much of the denial letter focused on the appearance of the new windows. The project team is preparing to issue an appeal on the decision.

X. ADJOURNMENT

✓ Motion to adjourn by Chip Abramovic; Seconded by Mike Dulaney. All approved at 10:51 AM.

Respectfully submitted,

Heather Hondel, Venango County Economic Development Authority