



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 February 2023 Meeting

I. CALL TO ORDER

Monthly board meeting called to order by Sam Breene, at 10:35 AM.

Those present at the public meeting of the Venango County Economic Development Authority on 02/21/2023, held in person at 1174 Elk Street (Courthouse Annex) in Room 100, Franklin PA and via Call-In:

Members Present:

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

Staff Present:

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

**VCEDA BOARD
APPROVED**

March 21, 2023

Guests Present (List):

- Alexandria Shreffler, VCRPC
- Jason Ruggerio, Spark Community Capital
- Jeff Karns, Balmaghie Beverage Group Inc.

Quorum Present: ☒ Yes ☐ No

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

II. APPROVAL OF MINUTES

- a. 01/17/2023 Regular Meeting Minutes
 - ✓ Motion to approve the minutes made by Mike Dulaney; Seconded by Bill Moon. All approved.

III. PUBLIC COMMENTS ON AGENDA ITEMS

- None.

IV. SPECIAL PURPOSE MATTERS

- a. PREP 2023-2023 Contract
 - ✓ Motion to approve the contract made by Bill Moon; Seconded by Bonnie Summers. All approved.
- b. Balmaghie Beverage Group Inc. Lease
 - ✓ Motion to approve the lease agreement made by Bill Moon; Seconded by Alan Schiller. All approved.

V. FINANCIAL REPORT

- a. Financial Report
 - Finance Director, Diona Brick** – shared that there had been few invoices processed during the month of January.
 - ✓ Motion to accept the report made by Bonnie Summers; Seconded by Rod Griffin. All approved.

VI. ONGOING PROJECTS

- a. 100 Seneca at Cornplanter Square
 - i. Fundraising Timeline

Emily Lewis shared that there had been a few awarded grants, including the ARC Area Development grant, the USDA Rural Business Development Grant, and the Congressional Earmark for the 5th flood build-out.
 - ii. Construction Timeline

Emily Lewis presented a timeline with minimal change and explained that the delayed delivery of the HVAC equipment has delayed Package A – Building Infrastructure to the end of August. The Federal Historic Tax Credits are currently under review with further information required in order to move forward.

VII. STAFF REPORTS

- **Executive Director, Emily Lewis** – shared that her return to the office has been busy, including various construction meetings and a meeting with Senator Scott Hutchinson to discuss the status of Local Share Account funding and other topics. She also updated the Board on whether Hudson Construction had agreed to share the cost of temporary heat in the 100 Seneca building. They had agreed to the arrangement. The Board inquired whether the recent water main break on Seneca Street had still been impacting the building, to which Staff responded that there is still water in the basement of the building, but that there had not been any new infiltration since the main had been repaired.
- **eAcademy Program Director, Heather Hondel** – gave an update on the status of eAcademy field trips and shared that the program will now be accepting Junior level students as well as high school Seniors. The date and location of the Dolphin Tank event has been set, which will be on March 16th at 12:30 pm at the PennWest Clarion Venango Campus Auditorium.

VIII. AROUND-THE-TABLE REPORT

- Alan Schiller – commented that the ORA is collecting estimates for the demolition of the East End property in Oil City. A recent meeting included positive discussion about the railroad property nearby.
- Jeff Karns – shared that the public can now buy Balmaghie seltzer at local area businesses, including Stubler's, the local Moose and Elk clubs.
- Mike Dulaney – reminded the Board that the Comprehensive Plan is being updated and there have been two (2) meetings so far with another one scheduled tomorrow from 4-6 pm at the Cherrytree Township building.
- Bonnie Summers – informed the Board that there has been no additional information about the Cranberry Mall and their new owners.
- Chip Abromovic – shared that, as president of CCAP, there is a positive report going out about the County and opportunity for input.
- Bill Moon – announced that he and Sam Breene will be performing in the upcoming Honky Tonk production at the Oil City Moose Lodge on March 3rd and 4th with tickets being sold for \$15, or \$30 with dinner included.

IX. PUBLIC COMMENT – GENERAL

- None

X. ADJOURNMENT

- ✓ Motion to adjourn by Chip Abromovic; Seconded by Bill Moon. All approved at 11:25 AM.

Respectfully submitted,

Alexandria Shreffler, Venango County Regional Planning Commission