



Venango County

ECONOMIC DEVELOPMENT AUTHORITY

Board Meeting Minutes for the June 2026 Meeting

I. CALL TO ORDER

Monthly board meeting called to order by Sam Breene, at 10:32 AM. Those present at the public meeting of the Venango County Economic Development Authority on 06/16/2026, held in person at 100 Seneca Street, Oil City PA (Fifth Floor Conference Room):

Members Present:

- ☒ Sam Breene, *Chair*
- ☒ Maureen James, *Vice-Chair*
- ☒ Bonnie Summers, *Secretary/Treasurer*
- ☒ Ken Bryan
- ☒ Tim Heffernan
- ☐ Tom Friedhaber
- ☒ Rod Griffin

Staff Present:

- ☒ Emily Lewis, *Executive Director*
- ☒ Joe Brooker, *Grant & Project Manager*
- ☒ Rich Winkler, *County Solicitor*
- ☐ Diona Brick, *Finance Director*
- ☒ Mike Anderson, *Finance*

Guests Present (List):

Kara Pfingstl, The Derrick

Quorum Present: ☒ Yes ☐ No

The attendance of 6 board members (of the 7 current appointees) was accounted for by Joe Brooker.

II. APPROVAL OF MINUTES

a. 05/19/2026 Regular Meeting Minutes

- ✓ Motion to approve the minutes made by Ken Bryan; Seconded by Bonnie Summers. All approved.

III. PUBLIC COMMENTS ON AGENDA ITEMS

- None.

IV. SPECIAL PURPOSE MATTERS

- a. None.

V. FINANCIAL REPORT

- ✓ **Financial Report:** Mike Anderson, *Venango County Fiscal Director* – Mike presented the financial report. He stated that RACP money had been transferred to the county, 10% is being withheld until the audit is passed. So far, \$2,193,750 has been transferred. The VCEDA is currently under its annual audit, this must pass before the County can undergo its audit.
- ✓ Motion to approve the financial report made by Ken Bryan, seconded by Maureen James. All approved.

VI. ONGOING PROJECTS

- a. **VCEDA** – Emily provided a verbal summary of the projects currently underway. The roof project at 100 Seneca is mostly complete, with some parapet work that will be performed in-house.

VII. STAFF REPORTS

- Emily Lewis, *Executive Director* – Emily provided her staff report. Of note, the Oil Creek and Titusville Railroad is no longer seeking CRISI grant funding.
- Joe Brooker, *Grants & Project Manager* – Joe provided his staff report. Of note, a grant application was submitted for Two Mile Run County Park for beach upgrades to the Justus Charitable Trust.



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100 Seneca St, Oil City, PA



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VIII. AROUND-THE-TABLE REPORT

- Board members went around the table promoting local events and business happening in their communities.

IX. PUBLIC COMMENT – GENERAL

- None.

X. ADJOURNMENT

- ✓ Motion to adjourn by Maureen James, seconded by Bonnie Summers. All approved at 11:13 AM.

Respectfully submitted,

Joe Brooker, Venango County Economic Development Authority