

MINUTES

The regular Monthly Meeting was called to order at 4:21 p.m., on Tuesday, January 16, 2024, at 109 Market Street, Coudersport, PA 16915.

Board Members present: Jeff Wilcox, Shawn Wolfinger, Dennis Goodenough and Ellen Russell.

Board Members absent: Loren Fitzgerald.

Others present: John Wright and Rick Duzick.

OPENING

1.1. The Chairman called the meeting to order.....Mr. Wilcox

1.2. The Asst. Secretary-Treasurer called the roll..... Ms. Russell

1.3..Approval of the December, 2023 Regular meeting minutes.....Mr. Wilcox

The December, 2023 Regular meeting minutes were approved as submitted. Motion by Dennis Goodenough and second by Shawn Wolfinger, all in favor, motion carried.

1.4. Approval of the December, 2023 bills.....Mr. Wilcox

The December, 2023 bills were approved as paid. Motion by Dennis Goodenough and second by Shawn Wolfinger, all in favor, motion carried.

2. ITEMS OF DISCUSSION

2.1.Personnel.....Mr. Wright

2.1.1 Mr. Wright and Mr. Goodenough discussed North Central Regional Planning Commission (CEDS) position openings, and stated that the next meeting will be held on March 20, 2024 and can be attended by zoom. Ellen Russell was selected as the PCRA appointment.

2.2.General Administration... ..Mr. Goodenough/Mr. Wright

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2.2.1. Mr. Wright stated that he has been in contact with the Owner of the Crittenden and gave some direction on possible Contractors to assist with building demo. He also stated that he had completed a walkthrough of the old Ambulance hall as requested by our Board and the Representative of the Ambulance organization.

2.2.2. Mr. Goodenough stated that he has been in contact with the Owner of the Crittenden and stated that the demo work was being completed in a timely manner. He also stated that he appreciated the assistance that Mr. Wright gave the owner of the Crittenden to start the cleanup process. Discussion was also made about finding other funding sources to assist with the project cleanup and development completion.

2.3. Business and Finance.....Mr. Wright/Mr. Duzick

2.3.1. Mr. Wright stated that the Agency is waiting on a response form USDA pertaining to the possible use of the current and other space by Farm Service. He stated that if the entity did move, there should be other businesses wanting to rent the location.

3. OTHER BUSINESSMr. Wilcox / Mr. Wright

3.1.1. An Executive Session was not required at this meeting. There was not any new information received pertaining to reuse funding/expenses closeout letter from our Solicitor.

3.1.2. Mr. Duzick requested that he Board review the PA Procurement bid levels for 2024 and to make a motion to accept said changes. A motion was made by Dennis Goodenough and a second by Shawn Wolfinger to accept the procurement levels for 2024 as offered. All were in favor. None opposed.

4. CLOSING

4.1.1. Motion for Adjournment.....Mr. Wilcox
There being no further business, Shawn Wolfinger made a motion, and a second by Dennis Goodenough, adjourned the meeting at 12:30 p.m. All were in favor.

Ellen Russell, Asst. Secretary-Treasurer