

MINUTES

The regular Monthly Meeting was called to order at 4:37 p.m., on Monday November 18, 2024, at 109 Market Street, Coudersport, PA 16915.

Board Members present: Jeff Wilcox, Shawn Wolfinger, and Loren Fitzgerald.

Board Members absent: Stephen Green and Jason Fourness.

Others present: Ron Rapp, John Wright, and Lynn Rufner.

OPENING

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

1.2. The Secretary called the roll..... Mr. Fitzgerald

1.3..Approval of the September, 2024 Regular meeting minutes.....Mr. Wilcox

The October, 2024 Regular meeting minutes were approved as submitted. Motion by Shawn Wolfinger and second by Jeff Wilcox. All in favor. None opposed.

1.4. Approval of the October, 2024 bills.....Mr. Wilcox

The October, 2024 bills were approved as paid. Motion by Loren Fitzgerald and second by Shawn Wolfinger. All were in favor. None were opposed.

1.5. Public Comment.....Mr. Wilcox

Lynn Rufner introduced herself as a possible candidate to fill a Board Member position in the future. She stated that she wanted to attend our meetings to better understand the process of the Agencies. All Board members welcomed her to the meeting.

2. ITEMS OF DISCUSSION

2.1.Personnel.....Mr. Wright

2.1.1. Mr. Wright stated that Stephen Green was stepping down from his Redevelopment Board position. Ron Rapp will be taking his place upon approval by the Commissioners.

2.1.2. Mr. Wright discussed the meeting with the Potter County Commissioners pertaining to the separation of the Boards. Upon final review by the Commissioners the decision has been made to add Ron Rapp to the Redevelopment Board and to keep all Boards intact. There will not be a separation at this time.

2.2.General Administration... ..Mr. Wilcox/Mr. Wright

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2.2.1. Mr. Wright stated that any general discussion on economic development would take place in executive session.

2.2.2. There was not a County update on economic development at this meeting.

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

2.3.1. Mr. Duzick updated the Board on the submission and acceptance by HUD REAC of our 2024 draft FDS submission. He also stated that the Agency will continue to forward financial data to the Auditor for completion of the 2024 audit.

3. OTHER BUSINESS.....Mr. Wilcox / Mr. Duzick

3.1.1. There was not an Executive Session opened during this meeting.

3.1.2. There was not any other business brought forth to the Board.

4. CLOSING

4.1.1. Motion for Adjournment.....Mr. Wilcox
There being no further business, Loren Fitzgerald made a motion, and a second by Shawn Wolfinger, to adjourn the meeting at 4:46 p.m. All were in favor.

Loren Fitzgerald, Secretary