

MINUTES

The regular Monthly Meeting was called to order at 4:38 p.m., on Monday, October 17, 2022, at 109 Market Street, Coudersport, PA 16915.

Board Members present: Jeff Wilcox, Shawn Wolfinger, Loren Fitzgerald and Dennis Goodenough. Ellen Russell was present by Zoom.

Board Members absent: None.

Others present: John Wright and Rick Duzick.

OPENING

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

1.2. The roll was called Mr. Fitzgerald

1.3..Approval of the August, 2022 regular monthly meeting minutes Mr. Wilcox

The August, 2022 regular monthly meeting minutes were approved as submitted. Motion by Dennis Goodenough and second by Loren Fitzgerald, all in favor, motion carried.

1.4. Approval of the August and September, 2022 bills..... Mr. Wilcox

The August and September, 2022 bills were approved as paid. Motion by Ellen Russell and second by Dennis Goodenough, all in favor, motion carried.

1.5. The meeting shall be open to the public for questions and comments on the agenda with a 3-minute limit per person..... Mr. Wilcox

None

2. ITEMS OF DISCUSSION

2.1.Personnel..... Mr. Wright

2.1.1 Mr. Wright stated that training will continue for employees as needed, with the majority of training as possible coming from online sources.

2.1.2. Mr. Wright gave a short discussion on the need for continued review of options available for future succession of the current Executive and Deputy Directors. He also discussed the role of PA Civil Service in the hiring process.

2.2.General Administration.....Mr. Wright/Mr. Duzick

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2.2.1. None.

2.3.Business and Finance..... Mr. Wright

2.3.1. Mr. Wright stated that site work has started on the Tractor Supply site. Our Agency will continue to work with Primax as need to complete the project. Estimated completion is 1st qtr. 2023.

3. OTHER BUSINESSMr. Wilcox / Mr. Wright

3.1.1. The Board went into Executive Session at 4:47 to discuss general real estate development. The Session ended at 4:53 with no Board decisions offered.

3.1.2. Mr. Wright stated that the County’s Solicitor Tom Shaffer has sent a request to the Authority to review pertaining to the Reuse fund allocations. The Authority has passed this request on to our Solicitor for review. She will be responding to our Board in the near future. The Board has taken no response at this time.

3.1.3. Mr. Wolfinger requested a printout of our financial investments and loans for the Authorities. The Agency will supply the documentation to the Board at the next meeting.

4. CLOSING

4.1.1. Motion for Adjournment.....Mr. Wilcox

There being no further business, Loren Fitzgerald offered a motion to adjourn the meeting at 4:57 p.m. Dennis Goodenough offered a second. All were in favor. None opposed.

Loren Fitzgerald, Secretary