MINUTES

The regular Monthly Meeting was called to order at 4:36 p.m., on Monday, November 15, 2021, at 109 Market Street, Coudersport, PA 16915.

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

Board Members absent: None.

Others present: John Wright, Rick Duzick and Pam Payne. There were not anyone from the Public on Zoom or the phone.

OPENING

* 1. The Chairman called the meeting to order …… Mr. Wilcox
	2. The roll was called Mr. Fitzgerald
	3. Approval of the September, 2021 meeting minutes Mr. Wilcox

The September 2021 regular monthly meeting minutes were approved as submitted. Motion by Shawn Wolfinger and second by Loren Fitzgerald, all in favor, motion carried.

Approval of the September and October 2021 bills…. Mr. Wilcox

The September and October, 2021 bills were approved as paid. Motion by Dennis Goodenough and second by Shawn Wolfinger, all in favor, motion carried.

* 1. Pam and Jim Payne addressed the Board pertaining to the sale of the Potter Pak Property near Roulette, PA. It is currently being offered for sale by Reccio Real Estate for $495,000. Ms. Payne offered a purchase price of $310,000. The Board went into Executive Session to discuss her offer.
1. ITEMS OF DISCUSSION
	1. Personnel Mr. Wright

2.1.1 Mr. Wright had a brief discussion with the Board pertaining to continued review of personnel replacement options going forward.

* 1. General Administration………………………………………...Mr. Wright/Mr. Duzick

..

* + 1. Mr. Duzick discussed with the Board information on the fiscal year 2022 prep grant being funded through North Central Regional Planning. The grant covers administrative expenses tied to economic development programs. The funding for 2022 is $10,210.
	1. Business and Finance Mr. Wright
		1. None
1. OTHER BUSINESS Mr. Wolfinger / Mr. Wright
	* 1. None
2. Executive Session-legal matters-review.
	* 1. The Board went into Executive Session at 4:45 p.m. to discuss the Potter Pak purchase proposal submitted by Pam Payne. The Executive session ended at 4:58 p.m. Upon leaving the Executive Session the Board met with Ms. Payne and rejected the offer of $310,000 and countered her with an offer of $395,000, excluding all OMG rights and requiring continuation of the lease to the current tenant. Ms. Payne stated that she would have to discuss this offer with her partners.
		2. The Board went into Executive Session at 5:05 p.m. They discussed the current DEP requirements at the Majot Lot in Coudersport for the building of the Tractor Supply building. The Executive session ended at 5:25 pm. The Board did not give any new motions upon leaving the Session. The Agency will work with DEP and the entities involved in the Tractor Supply project to finalize any requirements needed for completion.
3. CLOSING

* + 1. Motion for Adjournment…………………………………………..Mr. Wolfinger

There being no further business, Dennis Goodenough made a motion, and a second by Shawn Wolfinger, adjourned the meeting at 5:25 p.m. All were in favor.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Loren Fitzgerald, Secretary