MINUTES

The regular Monthly Meeting was called to order at 4:55 p.m., on Monday, July 12, 2021, at 109 Market Street, Coudersport.

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 Robin Fink.

OPENING

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

The May 2021 regular monthly meeting minutes were approved as submitted. Motion by Dennis Goodenough and second by Ellen Russell, all in favor, motion carried.

Approval of the May and June 2021 bills Mr. Wilcox

The May and June 2021 bills were approved as paid. Motion by Loren Fitzgerald and second by Dennis Goodenough, all in favor, motion carried.

* 1. There were no public questions or comments.
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.

2.1.2 The Board approved the Fiscal Year 21-22 Budget as amended after review. A motion was offered by Dennis Goodenough and a second by Ellen Russell to accept the budget as amended and to offer a 4% raise and a one-time 2% bonus to all regular fulltime employees. All were in favor, none opposed. Motion carried.

* 1. General Administration……………………………………………………...Mr. Wright
		1. Mr. Wright discussed with the Board that as our buildings age, the capital expenditures needed to maintain them may increase in the coming years.
		2. The lot on 401 S. East Street in Coudersport was sold for $20,000 in June 2021.
	2. Business and Finance Mr. Wright
		1. The FY 21-22 budget was reviewed and approved by the Board as amended.
1. OTHER BUSINESS Mr. Wilcox / Mr. Wright
	* 1. Executive Session: The Board entered into Executive Session at 5:06 p.m. to discuss real estate matters for properties of the agency. Mr. Wright stated that the 7th Street office building and the ASCS building may be available for future sale. The Board requested that Mr. Wright continue his conversation with Recckio Real Estate to develop a contract for the sale of Potter Pak after the Executive Session ended at 5:13p.m.
		2. Mr. Wright stated that Tractor Supply representatives are working with the Borough of Coudersport reviewing storm water and other issues at the site on Cherry Street.
2. CLOSING

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

There being no further business, Loren Fitzgerald made a motion, and a second by Shawn Wolfinger, adjourned the meeting at 5:14 p.m. All were in favor.

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

Loren Fitzgerald, Secretary