

MINUTES

The Regular Monthly Board Meeting was called to order at 4:05 pm, on Tuesday February 21, 2023, at 109 Market Street, Coudersport, PA 16915.

Board Members present: Jeff Wilcox, Shawn Wolfinger, Dennis Goodenough and Loren Fitzgerald on zoom.

Board Members absent: Ellen Russell.

Others present: John Wright and Rick Duzick.

1. 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 January, 2023 regular/annual meeting minutes Mr. Wilcox

The January 2023 regular monthly and annual meeting minutes were approved as submitted. Motion by Dennis Goodenough and second by Shawn Wolfinger. All were in favor, motion carried.

1.4.Approval of the January 2023 bills Mr. Wilcox

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

1.5.There were not any public questions or comments and no phone contacts.

2. ITEMS OF DISCUSSION

2.1.Personnel..... Mr. Wright

2.1.1. Mr. Wright stated that the agency is continuing to work with The Strategy Solutions group to develop documents for a succession plan. Deb Thompson will setup a meeting to review the updated material at a later date.

2.2.General Administration..... Mr. Wright

2.2.1. Mr. Wright stated that if any Board Member was interested in running for public office to contact our solicitor or other election agencies to review the regulations required of a sitting Board Member.

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

2.3.1. Mr. Duzick stated that the onsite F.Y. 22 audit may be Feb/March, 2023.

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

3.1.1 Mr. Wright stated that the closing for the Updegraff property was on February 10 2023. The sale price was \$200,000 and a mortgage was setup for \$150,000 to be paid in full December 2024. Interest only payments will be made through the period. The houses and property will be secured by the agency until sold.

3.1.2 Mr. Wright discussed the State Ethics document and reported that Shawn Wolfinger has been reappointed to the Board by the Commissioners.

4. CLOSING

4.1. Motion for adjournment.....Mr. Wilcox

There being no further business, Shawn Wolfinger made a motion and a second by Dennis Goodenough to adjourn the meeting at 4:20 pm. All were in favor.

Loren Fitzgerald, Secretary