

MINUTES

The Regular Monthly Board Meeting was called to order at 4:00 pm, on Monday October 16, 2023, 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: Rick Duzick, Kelly Bruno-Coudersport Chamber/Ambulance, Absent: John Wright.

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 August, 2023 Regular meeting minutes.....Mr. Wilcox

The August, 2023 Regular 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 August and September, 2023 Bills.....Mr. Wilcox
The August and September, 2023 bills were approved as paid. Motion by Loren Fitzgerald, second by Ellen Russell. All were in favor, motion carried.

1.5.Kelly Bruno of the Coudersport Chamber of Commerce and of the Ambulance Association requested our assistance with opening downtown businesses. The Board told Ms. Bruno that we as an Agency did not have the legal power to force private businesses to follow requests from the public. She also discussed the use and possible transfer of ownership of the old ambulance/fire hall building on W. Second Street in Coudersport. The Board stated that it would do a walk-through of the building and look into possible funding and uses that may be available for her Association.

2. ITEMS OF DISCUSSION

2.1.Personnel..... Mr. Duzick

2.1.1. Mr. Duzick stated that the Worker’s Comp hearing scheduled for the end of September 2023 was cancelled due to the Claimant withdrawing his request.

2.2.General Administration..... Mr. Duzick

2.2.1. Mr. Duzick stated that the PCHA and our Architect are continuing the development of the flooring project bid specs for Freeman House and Honeoye Haven projects. Tentative bid offering should be January 2024.

2.2.2. Mr. Goodenough stated that he was in discussion with the County over grant funding for electric car charging stations and the grant documentation that PCRA had forwarded to the County a few months ago. He also stated that the County is continuing their effort to find economic funding sources for future planning and development in the County.

2.3. Business and Finance.....Mr. Duzick

2.3.1. Mr. Duzick stated that the firm of Polcari & Co is expected to start our Fiscal year 2022 single audit onsite during the week of November 6- 10, 2023.

2.3.2. Mr. Duzick stated that the Agency has submitted our FY23 draft FDS and SEMAP submission in a timely manner to HUD for review.

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

3.1.1. The Board went into Executive Session at 4:40 p.m. to discuss current our current ongoing action with the Coudersport Area Municipal Authority. Upon exiting the Executive Session a motion was made by Loren Fitzgerald and a second by Shawn Wolfinger to forward a letter to the CAMA, and the Borough Manager our intensions to pay the current water and old sewer bi-monthly rate for Freeman House and the PCHA office until completion of our litigation. All were in favor. None opposed. The Executive Session ended at 4:45 p.m.

4. CLOSING

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

There being no further business, Loren Fitzgerald made a motion and a second by Dennis Goodenough to adjourn the meeting at 4:45 pm. All were in favor.

Loren Fitzgerald, Secretary