Potter County Redevelopment Authority
Regular Monthly Meeting AUGUST 18, 2025

MINUTES

The regular Monthly Meeting was called to order at 5:06 p.m., on Monday August 18, 2025, at 109 Market Street, Coudersport, PA 16915.

Board Members present: Jeff Wilcox, Shawn Wolfinger, Ron Rapp and Jason Fourness.

Board Members absent: Loren Fitzgerald.

Others present: Rick Duzick, and Anne Leete, Solicitor.

OPENING

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

1.2. The Vice-Chairman called the roll…….……..…….... Mr. Wolfinger

1.3..Approval of the June, 2025 Regular meeting minutes…….Mr. Wilcox

The June, 2025 Regular meeting minutes were approved as submitted. Motion by Ron Rapp and second by Shawn Wolfinger, all in favor, motion carried.

1.4. Approval of the June and July, 2025 Bills…….……...……..……Mr. Wilcox

The June and July, 2025 bills were approved as paid. Motion by Shawn Wolfinger and second by Jason Fourness, all in favor, motion carried.

2. ITEMS OF DISCUSSION

2.1.Personnel…….……...…….Mr. Wilcox/Mr. Duzick

2.1.1 There were not any Personnel issues brought before the Board at this meeting.

2.2.General Administration… …….....Mr. Wilcox/ Mr. Duzick
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2.2.1. Mr. Duzick stated that updates have been made to the drone video being developed for economic development for the area. The video should be completed for review by the next meeting.

2.2.2. Mr. Duzick stated that Potter County Commissioners have had continued discussions with Chris Darling, owner of Sprouts Drug Store in regard to placement of a new pharmacy in Coudersport. The PCRA will continue discussions with Mr. Darling to assist with the development of his pharmacy in Coudersport.

2.2.3. Mr. Duzick showed the Board pictures of the development of the Dunkin Donuts construction and of the vacant Rite Aid Building in town. The PCRA will attempt to assist both entities in developing their businesses.

2.3.Business and Finance…….Mr. Duzick

2.3.1. Mr. Duzick stated that the PCRA received its final grant payment from the NCRPC for fiscal year 2025 for the PREP program.

2.3.2. Mr. Duzick offered Resolution#2025-08-01-RA for acceptance of the single audit 3 year contract for the fiscal year period of 2025, 2026 and-2027. A motion was offered by Ron Rapp and a second by Shawn Wolfinger to accept the bid of $20,000 per year. All were in favor. None opposed.

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

3.1.1. There was not an Executive Session for this month.

3.1.2. There was not any other business discussed.

4. CLOSING

4.1.1. Motion for Adjournment…..……..……..Mr. Wilcox
There being no further business, Shawn Wolfinger made a motion, and a second by Jeff Wilcox, to adjourn the meeting at 5:10 p.m. All were in favor.

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Ron Rapp Asst. Secretary-Treasurer