

MINUTES

The regular Monthly Meeting was called to order at 5:16 p.m., on Wednesday, January 22, 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.

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 December, 2024 Regular meeting minutes.....Mr. Wilcox

The December, 2024 Regular meeting minutes were approved as submitted. Motion by Shawn Wolfinger and second by Ron Rapp, all in favor, motion carried.

1.4. Approval of the December, 2024 bills.....Mr. Wilcox

The December, 2024 bills were approved as paid. Motion by Shawn Wolfinger and second by Ron Rapp, all in favor, motion carried.

2. ITEMS OF DISCUSSION

2.1.Personnel.....Board/Mr. Duzick

2.1.1 There was not any Personnel issues brought before the Board this month.

2.2.General Administration... ..Board/ Mr. Duzick

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2.2.1. Mr. Duzick updated the Board on the closing of the loan for the Route 6 property and that it is still a viable property for businesses that want to develop in our community.

2.2.2. Mr. Duzick stated that Potter County Commissioners have implemented a housing rehab program for elderly and handicap individuals in Potter County. They will be working with the Northern Tier Community Action Corp of Cameron County to

complete the construction repairs. The Board will be updated as more information about the program develops.

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

2.3.1. Mr. Duzick stated that the Fiscal year 2024 onsite audit review will take place the second week of February 2025. The Audited version of the 2024 audit to FDS should be submitted during the February to March 2025 time period.

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

3.1.1. An Executive Session was not required at this meeting.

3.1.2. Mr. Duzick requested that the Board review and approve Resolution#2025-01-01RA to update bank signature cards for Board Members and Executive Staff. A motion was made by Shawn Wolfinger and a second by Jason Fourness to approve the resolution. All were in favor. None opposed.

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, adjourned the meeting at 5:23 p.m. All were in favor.

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Ron Rapp, Asst. Secretary-Treasurer