

MINUTES

The regular Monthly Meeting was called to order at 4:29 p.m., on Monday June 23, 2025, at 109 Market Street, Coudersport, PA 16915.

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

Board Members absent: None.

Others present: Rick Duzick, Dawn Gee and Brian Phelps.

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 May, 2025 Regular meeting minutes.....Mr. Wilcox

The May, 2025 Regular meeting minutes were approved with correction of spelling of Senator Dush's name. Motion by Loren Fitzgerald and second by Ron Rapp, all in favor, motion carried.

1.4. Approval of the May, 2025 Bills.....Mr. Wilcox

The May, 2025 bills were approved as paid. Motion by Loren Fitzgerald and second by Shawn Wolfinger, 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 showed the drone flyover video for Board review. The general consensus was good. The Board Requested that the following changes be made to the video: road names added to street direction, add more business names at street level, and review if a color change in building names would improve clarity. The changes will be brought to the program developer.

2.2.2. Mr. Duzick stated that Potter County Commissioners have been meeting with Chris Darling, owner of Sprouts Drug Store in regard to placement of a new pharmacy in Coudersport at the old Buchanan's Store. PCRA office will stay in contact with Mr. Darling to see if we can assist with any ongoing issues.

2.2.3. Mr. Duzick stated that he attended the annual CDBG meeting held by the County Commissioners. The discussion at the meeting pertained to CDBG regulations and projects that may be funded by the program.

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

2.3.1. The FY2026 budget was approved as offered after discussion in Executive Session. The Budget approval was motioned by Shawn Wolfinger and seconded by Loren Fitzgerald. The Board approved a 3.50% raise for all employees. All were in favor. None opposed. Motion passed.

3. OTHER BUSINESS Mr. Wilcox / Mr. Duzick

3.1.1. An Executive Session was held to review and pass the FY2026 budget, and for discussion of economic development updates in the community. It was opened at 4:54 p.m. and ended at 5:58 p.m. After leaving the Session the Board approved the FY2026 Budget.

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, Loren Fitzgerald made a motion, and a second by Jeff Wilcox, to adjourn the meeting at 4:48 p.m. All were in favor.

Loren Fitzgerald, Secretary