

MINUTES

The regular Monthly Meeting was called to order at 4:10 p.m., on Monday, November 20, 2023, at 109 Market Street, Coudersport, PA 16915.

Board Members present: Jeff Wilcox, Shawn Wolfinger, and Ellen Russell-zoom.

Board Members absent: Dennis Goodenough and Loren Fitzgerald.

Others present: John Wright and Rick Duzick.

OPENING

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

1.2. The Asst. Secretary-Treasurer called the roll..... Ms. Russell

1.3..Approval of the October, 2023 Regular meeting minutes.....Mr. Wilcox

The October, 2023 Regular meeting minutes were approved as submitted. Motion by Shawn Wolfinger and second by Ellen Russell, all in favor, motion carried.

1.4. Approval of the October, 2023 bills.....Mr. Wilcox

The October, 2023 bills were approved as paid. Motion by Shawn Wolfinger and second by Ellen Russell, all in favor, motion carried.

2. ITEMS OF DISCUSSION

2.1.Personnel.....Mr. Duzick

2.1.1 None.

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

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2.2.1. Mr. Wright stated that the purchase of the property beside Rite- Aid will be developed for a Duncan Donut franchise.

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

2.3.1. Mr. Wright stated that the testing by DEP on and around the Tractor Supply site is ongoing. Our Agency has not been contacted with any update information. Upon

discussion with Tractor Supply; the business stated it is continuing to do well in the community.

2.3.2. Mr. Duzick stated that our Agency has forwarded initial building/lease information to USDA for review. The Board will be updated as information is received and or requested.

3. OTHER BUSINESS Mr. Wilcox / Mr. Duzick

3.1.1. An Executive Session was not required at this meeting. There was not any new information received pertaining to reuse funding/expenses closeout letter from our Solicitor.

4. CLOSING

4.1.1. Motion for Adjournment.....Mr. Wilcox
There being no further business, Shawn Wolfinger made a motion, and a second by Ellen Russell, adjourned the meeting at 4:19 p.m. All were in favor.

Ellen Russell, Asst. Secretary-Treasurer