

MINUTES

The regular Monthly Meeting was called to order at 4:16 p.m., on Monday, July 18, 2022, 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: John Wright and Rick Duzick.

OPENING

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

1.2. The roll was called Mr. Fitzgerald

1.3..Approval of the June 2022 regular monthly meeting minutes..... Mr. Wilcox

The June 2022 regular monthly meeting minutes were approved as submitted. Motion by Dennis Goodenough and second by Shawn Wolfinger, all in favor, motion carried.

1.4. Approval of the June 2022 bills..... Mr. Wilcox

The June 2022 bills were approved as paid. Motion by Ellen Russell and second by Loren Fitzgerald, all in favor, motion carried.

2. ITEMS OF DISCUSSION

2.1.Personnel..... Mr. Wright

2.1.1 Mr. Wright gave a short discussion on the need for continued review of options available for future succession of the current Executive and Deputy Directors.

2.1.2. Mr. Goodenough opened the only bid the agency received for succession plan assistance as requested in the RFP authorized by the Board in June, 2022. The bid was for \$15,750 and offered by Strategy Solutions- Debra Thompson from Erie, PA. Mr. Goodenough summarized many of the processes the group offered, and the Board decided to table the proposal for at least 30 days. It was stated that a Board Committee and Agency administration should review the proposal before the next meeting. A motion was offered by Shawn Wolfinger and a second by Loren Fitzgerald to table the proposal received by Strategy Solutions for 30 days to allow formal review. All were in favor, none opposed.

2.2.General Administration.....Mr. Wright/Mr. Duzick

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2.2.1. None.

2.3. Business and Finance Mr. Wright

2.3.1. Mr. Wright stated that the DEP required cleanup and review at the Tractor Supply site is reaching completion. A tentative closing date on the property may be between July 31 and August 12, 2022. Construction should start right after, with the tentative opening date to be January 2023.

3. OTHER BUSINESS Mr. Wilcox / Mr. Wright

3.1.1. Mr. Wright reviewed some development of property leads in executive Session.

3.1.2. Mr. Wright discussed the transfer of old Reuse funds to the County and the PCRA. The County will receive a total of \$485,187.86 (updated) and any residual interest. The PCRA will receive an administrative residual fee due of \$124,395.99. The accounts will then be closed. The checks were cut and delivered to each entity. All documents were signed by the P.C. Commissioners and our Agency.

3.1.3. The Executive Session was opened at 4:50 p.m. to discuss real estate matters. Mr. Wright reported on his conversation with Charles Updegraff about the possible purchase of property along Route 6 west in Coudersport. He offered Mr. Updegraff an option to purchase of \$5000.00 for property in an estate being administered by him as Executor. The option will run for 6 months and a purchase price of \$200,000 was negotiated. The Executive Session was ended at 5:12 p.m. The Board affirmed the action taken by the Executive Director.

3.1.4. Mr. Wright and the Board discussed the possibility of placing the PCHRA employees on the County's health plan. It was stated that the County feels that since the PCHRA is separate independent agency it would not qualify for inclusion in the current plan. The Board requested that our Solicitor Anne Leete possibly review the governance of County regulations on health coverage.

4. CLOSING

4.1.1. Motion for Adjournment..... Mr. Wilcox

There being no further business, Loren Fitzgerald offered a motion to adjourn the meeting at 5:20 p.m. Shawn Wolfinger offered a second. All were in favor. None opposed.

Loren Fitzgerald, Secretary