

# VCEDA BOARD APPROVED

VCEDA Feb '22 Meeting

VENANGO COUNTY ECONOMIC DEVELOPMENT AUTHORITY

Meeting Minutes

February 15, 2022 @ 10:30 AM

Venango Courthouse Annex Room 100 / Call-in Meeting

**Present:**

Chip Abramovic  
Mike Dulaney  
Bill Moon  
Alan Schiller  
Bonnie Summers  
Rod Griffin

**Staff:**

Emily Lewis  
Taylor Mosher

**Guests:**

Ashley Smith, VCRPC  
Diona Brick, Fiscal  
Kara O'Neil, The Derrick  
Rodger McCauley

**Excused:**

Sam Breene

I. Call to Order

Monthly board meeting called to order by Bill Moon at 10:31 A.M.

- ✓ Motion to amend the agenda to add two resolutions for grant applications in Special Purpose Matters by Bonnie Summers; seconded by Alan Schiller. So moved.

II. Approval of Minutes

a. 01/18/2022 Regular Meeting Minutes

- ✓ Motion to approve the meeting minutes by Mike Dulaney; seconded by Bonnie Summers. So moved.

b. 01/28/2022 Special Meeting Minutes

- ✓ Motion to approve the special meeting minutes by Mike Dulaney; seconded by Bonnie Summers. So moved.

III. Public Comment on Agenda Items

None. So moved.

IV. Special Purpose Matters

a. Resolution to file Local Share Assessment Application

- i. Emily presented the board with a sample resolution that is required for filing an application for the statewide Local Share Account grant. She mentioned that she plans on writing the grant request for creating the first-floor shell. Emily noted that she is meeting with Kim Thomas about structuring different grants to best leverage funding.

- ✓ Motion to approve the resolution by Alan Schiller; seconded by Bonnie Summers. So moved.

b. Resolution to file USDA RBDG Application

- i. Emily presented the board with a sample resolution that is required for filing an application for USDA federal grant funding. This would be for the preservation of the vaulted ceiling on the first floor. The match for this grant would come

from RACP state funds.

- ✓ Motion to approve the resolution by Alan Schiller; seconded by Bonnie Summers. So moved.

#### V. Financial Report

- a. Diona Brick, Venango County Fiscal Director, presented the financial report. Diona then presented the balance sheet through January and a list of invoices paid. She noted that they were waiting for the 5<sup>th</sup> floor and critical infrastructure bids to update the cash flow document.
  - ✓ Motion to accept the financial report including invoices by Rod Griffin; Seconded by Alan Schiller. All in favor. So moved.
- b. Approval of Audit Engagement Letter
  - i. Diona presented an updated audit engagement letter. She noted that nothing changed from a monetary perspective or the work that will be done, however the statement for auditing standards has changed so the compliance audit procedures have been updated to meet standards.
    - ✓ Motion to approve the audit engagement letter by Bonnie Summers; seconded by Alan Schiller. So moved.

#### VI. Ongoing Projects

- a. 100 Seneca at Cornplanter Square
  - i. Funding Timeline
 

Emily presented to the board a list of current grants she is aware of and planning on applying for with timelines of when the applications open and close, anticipated award announcement dates, the sources of funding, requested amounts, and notes of how each grant funding would be used if awarded. She noted that the updates are adding Local Share Account source, and updates to EDA and PNC Charitable Trust applications to show as submitted.
  - ii. Construction Timeline
 

Emily noted that the in Package A – Building Infrastructure, construction duration has been expanded to close out by the end of December due to HVAC equipment and material lead times.

#### VII. Staff Report

- a. Taylor gave an update on the eAcademy. She is working with schools for the upcoming school year to do presentations to juniors. Taylor mentioned that she presented at Titusville and is scheduled for Cranberry next week. She noted that she is working on planning a classroom open house in April for any interested students. Taylor informed the board that the eAcademy received a \$1400 donation for tuition assistance for Cranberry students. The Dolphin Tank pitch is scheduled for Thursday to prepare for the end of year Demo Day presentation.
- b. Emily mentioned that she had a conversation with Cranberry Township regarding the Senior Living community and the property. They would like the Authority to continue to maintain ownership of the property as they search for other developers for the project. Emily noted that she is going to tour Stronghold Digital Mining which is a digital mining business that is in the Scrubgrass Power

Plant.

VIII. Around the Table Report

Mike Dulaney informed the board that HRG has signed an agreement with the county working towards an infrastructure bank.

Chip Abramovic noted that he received his StarLink Internet setup and is getting great service, which could be a step forward for rural areas.

Bonnie Summers mentioned that Cranberry will be having an outdoor expo at the mall March 11, 12, and 13<sup>th</sup>.

Bill Moon noted that the projects in the city may be moved back due to material lead times and contractor timelines.

Alan Schiller mentioned to the board that the Redevelopment Authority met with City of Oil City officials to discuss the East Side.

IX. Public Comment – General

None.

X. Adjournment

- ✓ Motion to adjourn by Chip Abramovic; Seconded by Alan Schiller at 11:04AM.

Respectfully submitted,  
Ashley Smith, VCRPC