



## **East Palestine Community Improvement Corporation (EPCIC)**

**August 26, 2025**

### **Minutes**

1. **Call to Order:** Christ Page, Tom Brittain, Missy Smith, Barb Herriott and Tim Blythe (Left at 10:35a.m. prior to executive session).

**Others Present:** Village Manager Antonio Diaz-Guy, Jon Molnar & Cindy Boyd of WRL and Mike Jacoby of WRL both via Zoom, David Powers, Misti Martin and Ben Ratner.

2. **Minutes:** The minutes of the 7/22/25 meeting were approved on a motion by Mr. Brittain seconded by Ms. Smith. Passed unanimously.
3. **Financial Report:** Through July this year \$31,000 in donations have been received, the B.O.F campaign brought in \$518.00, \$1,280.00 were received from advertising and interest income totaling \$1,360.00. The total operating income totals \$38,901.22. Expenses include \$4,930.00 for insurance, fundraising expenses \$393.00, utilities \$932.00, consulting fees \$3,500.00, landscaping \$976.00, architect fees \$7,002.50 and other administration \$193.00 bringing total operating expenses to \$18,003.48. Current assets are at \$99,504.74 and total fixed assets at \$199,474.74. Mr. Page made a motion to approve the July financials seconded by Ms. Herriott. Passed unanimously.
4. **Old Business:**
  - a. **Process to keep projects moving between meetings:** The CIC is beginning to become much busier and as such discussions need to be prioritized and that in between meetings members need to be working to accomplish what needs done. Action items will be assigned during discussions so as to stay organized.
  - b. **Marketing/PR Update WRL:** In reference to B.O.F campaign it was noted that information as well a draft video was sent to the members to begin asking for

donations. Included in the information sent there was a google doc with contacts from last year's campaign donations. It was noted the bigger donors should be contacted asap. **Action items:** WRL asked for suggested edits to the video and get back to them with that info by the first week in September. Members were asked to go through the google doc of donors and add their names to those they are willing to contact.

- c. **Surveys on Depot/Plaza:** Surveys are not in hand however the field work is complete.
- d. **Depot Update:** Ms. Smith made a motion to approve payment of \$18,708.78 to Brock Builders seconded by Mr. Brittain. Passed unanimously.
- e. **Speakeasy Fundraiser Update, F2 Permit:** On hold.
- f. **Fundraising Discussion:** See Above

## 5. New Business:

- a. **Village Loan to EPCIC for projects:** Manager Diaz-Guy stated the CIC currently has two major projects that need design completion and to get construction completed. While we are working towards grant funding that also puts us at the behest of their timelines. EP needs a win; these great projects are sitting here but nothing visibly productive is being done because there are no funds. He has proposed the that the Village loan the CIC \$500,000 of unrestricted funds as a demand loan to be paid back upon request to be used for any economic development project the CIC has. Council would like additional information for the above projects prior to approving the loan such as letters of intent and what the lease structures would be. The board agreed to allow Manager Diaz-Guy to provide a detailed (but still anonymous at this time) plan to Council in reference to what the funds could/would be used for. Diaz-Guy also stated he has a written grant program that could be for new/existing businesses that settlement funds could also be used for; the CIC could be the administrator for this program. At this time Mr. Page made a motion to direct Manager Diaz-Guy to disclose a strategic amount of information from CIC executive sessions with council as well as confidential information from proposed tenants with their consent, Mr. Brittain seconded the motion. Passed unanimously. Manager Diaz-Guy also added that council approved the conveyance of a parcel of property directly adjacent to Clark St. Fire Station to the CIC. He feels any vacant property owned by the Village should be preemptively put in the hands of the CIC so as to allow for potential business development; there is also a residential lot that was given to the Village because it was on the demo list and we now have the option to possibly rehab the

property which would entail binding a contractor to the first portion of the rehab and then sell that to the Land Bank who can then put the second half of the rehab dollars into the property, at completion of the rehab the CIC could sell the property and retain the funds. This type of transaction cannot be facilitated by the Village.

6. **Motion to enter executive session to discuss the relocation, location, expansion, improvement or preservation of a business opportunity- ORC 1724.11 B 1.** Mr. Page made the aforementioned motion inviting in Atty. Powers, Manager Diaz-Guy, Mike Jacoby and Misti Martin. The motion was seconded by Mr. Brittain. Passed unanimously.
7. **Return to regular session:** Mr. Page motioned to return to regular session seconded by Ms. Smith. All in favor. At this time Mr. Page a motion to accept the Clark St. property as agent for the Village of East Palestine for the purposes of economic development seconded by Mr. Brittain. Passed unanimously
8. **Adjourn:** Next meeting is 10 a.m. Tues Sept. 23 2025. Mr. Page made a motion to adjourn the meeting seconded by Ms. Herriott. All in favor, meeting adjourned.

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MELISSA SMITH-SECRETARY