



East Palestine Community Improvement Corporation (EPCIC)

December 17, 2024 10:00 A.M.

Minutes

1. **Call to Order:** Chris Page, Tom Brittain, Melissa Smith and Jessica Rocco.

Others Present: Barb Herriot, David Powers, Ben Ratner & Family, Tom Figley, Mike Jacoby, Lenny Glavan, Roberta Streiffert, Traci Spratt and Misti Martin

2. **Recognition of service of Linda May to the Village of East Palestine:** Resident, Councilwoman and CIC Board member Linda May passed away unexpectedly on December 9. Linda was a dedicated servant to the village and will be greatly missed.

3. **Review/Approval Minutes:** The minutes of the regular meeting of 10/22/24 and the special meeting of 11/22/24 were approved on a motion by Mr. Page seconded by Dr. Rocco. Passed unanimously.

4. **Review/Approval Financial Report:** Mr. Page began by stating as of end of November the cash on hand was \$65,727.00, accounts receivable is sitting at \$86,380.00 (this figure includes the \$85,000 loan from the Village). The CIC did not have to use the village loan because they did have enough cash on hand. He added future discussion would be needed with Council to determine if they would leave the loan on the books for future use. Net Profit is \$47,107.00 as of the end of November. Mr. Page motioned to approve the financial report, seconded by Dr. Rocco. Passed unanimously.

5. Old Business

a. **WRL Update-** Jon Molnar of WRL gave a recap of the Brighten Our Future campaign, he noted that it was a very short campaign that included newspaper, tv, and social media spots. Corporate sponsorships totaled around \$156,000 and ornaments/raffle sales were around \$1490; expenses were the ornaments at a cost of \$2000 and the raffle price was \$500 as well as the sponsor thank you plaques. Mr. Molnar added that a future conversation will need to be had in reference to the monthly newsletter and the possibility of the CIC taking it over.

b. **Safe Streets for All (SS4A) Planning Grant Update-** Mr. Jacoby stated the idea is to come up with a future plan for a downtown streetscape project. He noted there is a not an approved grant agreement yet but it has been turned in. Environmental Design Group has been selected as the engineer for the project after going through the qualifications process.

6. New Business

- a. **Freight Depot Concepts-** Jessica and Leah of Landmark STA Architects were online to present two different concepts in reference to the depot. After a site visit as well as a meeting with Ben Ratner (Libs Market in Salem) they have come up with two different options. One option included 33 parking spaces as well as privacy barrier on the outside, the second parking option included introducing some composting bins which would leave approximately 21 spaces as well as a privacy barrier. The first floor plan option includes a café and a roastery space that includes restrooms and a small office area. Discussion followed as to the need for insulation, how it would be done, usable utilities and also the possibility of the depot being deemed as historical. The second floor plan option includes a café as well as vendor market (instead of the roastery). The market would include multiple stalls as well as a couple small lounge areas.
 - b. **74 N. Market St. Lot-** Mr. Page stated they closed on the old PNC Lot and it was recorded 12/16 and added he would like to see WRL do a positive PR blast about this project as well as contacting local news media. Moving forward Mr. Jacoby stated we will now be seeking additional funding (grants, foundations, etc.) to keep the project moving forward. Jon Molnar of WRL stated they can assist in doing a 3D animated drawing to help envision what the property can be in the future. In speaking with Gary Linhart of Town/Country, board member Melissa Smith stated that the green spaces on the property could be cleaned/spruced up in the meantime just to show some progress there. Roberta Streiffert stated she (RCAP) would be willing to hold a place making audit in conjunction with the CIC to gather opinions from the public about what they would like to see in the space.
 - c. **Compliance Matters:** Hinkle Reporting, IRS 990, Audit, etc. – Mr. Jacoby stated an audit is required within 120 days of the new calendar year, certain reports must be filed with the state auditor and attorney general as well as the IRS 990 form by May 15 of 2025.
 - d. **Council Appointment to replace Ms. Linda May-** Misti Martin stated that council will be appointing the new board member at the meeting on December 30. This appointment is a council appointment and must be a member of council (village council members must fill 2/5 of the board seats).
 - e. **2025 Budget-** A budget for the new year is needed and it will need to be formally adopted. The plan is to have the budget and resolution to adopt at the January meeting.
7. **Motion to enter executive session to discuss the relocation, location, expansion, improvement or preservation of a business opportunity – ORC 1724.22 B 1.** Mr. Page made the above motion inviting in David Powers, Mike Jacoby, and Misti Martin and Traci Spratt. There would be no business to follow afterwards. The motion was seconded by Dr. Rocco and passed unanimously.
 8. **Return to public session/new business -** Mr. Page made a motion to return to regular session seconded by Mr. Brittain.
 9. **Next Meeting –** The next meeting would be Tuesday January 28, 2025 at 10:00 am.
 10. **Adjourn:** Mr. Page made a motion to adjourn the meeting, seconded by Dr. Rocco. All in favor, meeting adjourned.

Dr. Jessica Rocco-Secretary