



East Palestine Community Improvement Corporation

February 24, 2026

Minutes

1. **Call to Order:** Chris Page, Barb Herriott, Tom Brittain and Melissa Smith. Tim Blythe was absent.
Others Present: Village Manager Antonio Diaz-Guy, Mike Jacoby via Teams, Courtney Stewart, David Powers, Misti Martin, Ben Ratner, Ron & Peggy Caratelli, and Stephanie Ujhely of the Morning Journal.
2. **Minutes:** The minutes of the regular meeting of 1/27/26 and the special meeting of 2/11/26 were approved on a motion by Mr. Page seconded by Ms. Herriott. Passed unanimously.
3. **Financial Report:** Total operating income as of the end of January \$320.62. Total operating expenses were \$1,333.69 for a net loss of \$1,013.07. Total liabilities/equities were at \$2,277,701.17. Mr. Brittain motioned to approve the December 2025 financial reports seconded by Mr. Page. Passed unanimously.
4. **Old Business:**
 - a. **Project Updates**
 - i. **Depot:** Stollo is to file for building permits this week and the Port Authority is expediting the CDBG grant so we should have the grant agreement in March; the project can then go out to bid. A lease template is in process.
 - ii. **Plaza:** There is a change order in the amount of \$9,737.00 which is for the removal of the underground vault that was found. Mr. Page motioned to pay an invoice, which includes the above change order, in the amount of \$32,492.00 to Brock Builders. Mr. Brittain seconded the motion, passed unanimously. A portion of the building will be extended approx. two feet to accommodate roasting equipment at the request of the tenant; design will be

completed at the end of March with bidding to follow. With Mr. Ratner being present the lease will be signed after the meeting. Marketing producer stated she is working in cooperation with the school to design/print “coming soon” banners.

- iii. **Former Jasar Property:** On the property there are currently three commercial buildings and one residential house; the commercial buildings are listed with Platz Realty. In reference to the house the Village is working with the Land Bank on the Welcome Home Ohio grant which allows the Land Bank to get grants from the State of Ohio to go in and rehab residential properties and then sell to qualified buyers; recommendation is for the CIC to sell the house to the Land Bank for this program. There is also a property on Clark St. that the CIC is agent of that would be a good fit for the W.H.O program. The Village currently has two new construction projects at Leslie Run through the same program.
 - iv. **90/94 N. Market:** We have preliminary details on needed repairs but are still waiting for the plumber before bid ready documents can be provided. The buildings are an asset to the CIC however there should be consideration as to if the group wants to fund the repairs or sell the building with a requirement of the repairs being made. There is also a showing scheduled for the old Kats Krystals space.
 - v. **Business Park:** This project is related to the utility’s expansion project to SR 14 as well as the establishment of a JEDD with Unity Twp. The JEDD agreement is tentatively finalized between parties. RFQ’s for engineering of infrastructure extensions are forthcoming. The ten million in EDA funding is also related in part to this expansion as well as Water Treatment Plant upgrades that need to happen regardless of this project. In reference to the property for the park itself, it is completely serviceable; the geotechnical work came back stating that the condition of the property is standard for Ohio. There are some mining spoils that would need to be stabilized prior to construction but that is normal for the area. The Village is in control of a YSU/EP First Responder Training Center at that same location. At this time Mr. Page motioned to send a letter of support from the EPCIC for potential business park fund from the EDA. Mr. Brittain seconded the motion. Passed unanimously.
- b. **Additional Project Funding:** A new cash flow projection was presented to the members in their packets and Mr. Page has taken steps to access the Village loan to pay invoices. In reference to project funding and the fact that the CIC has taken on more projects than originally intended Manager Diaz-Guy stated it would be

reasonable to ask Council for additional financial assistance however he feels it isn't necessary/appropriate at this time due to the potential movement of some of the Jasar properties; the cash flow statement shows getting to the end of June before cash flow issues arise.

c. Property Management Services: No Updates

d. Executive Staff Management Help: It was stated that any new position should start out as part time and potentially grow to full time for example a part time property manager or a part time executive director.

5. New Business

a. Reminder: At the annual meeting in March officers will need to be elected/re-elected. Terms are as follows: Page March 2024-2027, Brittain March 2024-2027, Smith Sept. 2024-2027, Herriott Dec. 2024-2027, Blythe May 2025-2028.

b. Federal Assistance Update: A potential funding source for the business park was the Economic Development department with a preliminary application and engineering already being in process; Mayor Conaway made a powerful phone call to the administration to move the needle forward on the application and secure ten million dollars in economic development assistance funding which helps move the infrastructure/extension project forward (this is not unrestricted funding).

6. Motion to enter executive session to discuss the relocation, location, expansion, improvements or preservation of a business opportunity – ORC 1724.11 (B) (1). Mr. Page made the above motion inviting in Manager Diaz-Guy, Misti Martin, Dave Powers, Courtney Stewart and Mike Jacoby. The motion was seconded by Ms. Herriott. Passed unanimously.

7. Return to public session: Mr. Page motioned to return to public session seconded by Ms. Herriott. Passed unanimously.

8. Next Meeting: 10 am Tuesday March 2

9. 4, 2025

10. Adjourn: Mr. Page motioned to adjourn the meeting seconded by Ms. Herriott. Passed unanimously.

Melissa Smith-Secretary