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EAST PALESTINE
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# East Palestine Community Improvement Corporation

## March 24, 2026

## Minutes

1. **Call to Order:** Chris Page, Barb Herriott, Tom Brittain, Tim Blythe and Melissa Smith. **Others Present:** Village Manager Antonio Diaz-Guy, Mike Jacoby via Teams, Courtney Stewart, Misti Martin, Dave Powers, Ben Ratner, Lenny Glavan and Stephanie Uhejly of the Morning Journal.
2. **Minutes:** The minutes of the 2-24-26 meeting were approved on a motion by Ms. Herriott seconded by Mr. Page. Passed unanimously.
3. **Financial Report:** Total operating income as of the end of February totaled $363.02. Total operating expenses were $30,285.38 for a net loss of $29,922.36. Total liabilities/equities $2,415,732.31. Mr. Page motioned to approve the February financial reports seconded by Ms. Smith. Passed unanimously.
4. **Old Business:**
    a. **Project Updates**
        i. **Depot:** Building permits are approved. There is verbal approval of $250,000.00 CDBG funding however there is no grant agreement yet; project will be bid when grant agreement is in hand. Tenant stated lease is mostly acceptable however they asked for consideration if there ever major repairs needed to HVAC. Village Council has given a first reading on legislation to grant a 75% tax abatement for the Depot project and the school has been notified as required by law. If a nonprofit entity signs a lease with a for profit entity that extends over a year that property does then become subject to property tax hence the application for CRA tax abatement.

ii. **Plaza:** Design is close to complete however at the request of the architect's soil borings need to be done at a cost of $3,700.00. Marketing producer Courtney Stewart stated she has completed the banner for southbound facing construction fence and the school is still working on their banner (should be complete by the end of March). Both banners will be printed by the school.

iii. **Jasar Property:** There is interest in the properties including a potential buyer for the 20,000 sq ft building with exclusive right of first refusal to purchase the buildings at a later date. There is also a Columbiana County business interested in leasing the same building at a rate of $375 sq ft. Manager Diaz-Guy stated as the Village we want employers with jobs; from a CIC standpoint the capital injection is needed for additional projects. The lease option would be storage. Seeing the lease option target one of the other buildings and selling the 20,000 sq ft would be ideal. Council passed legislation appointing the CIC as agent for 367 Clark St. to engage the Land Bank for the Welcome Home Ohio rehab program; the Edgeworth house (currently a part of the Jasar property) will also be a part of the program. The CIC will have to have the Edgeworth property split from the other Jasar properties to move forward with the W.H.O project. CIC needs to decide if a lease or sale of the 20,000 sq ft property is favored; board members stated they are in favor of selling the building.

iv. **90/94 N. Market:** A call is scheduled with Brock Builders to discuss the cost estimates and breakdowns as to what is needed asap and what can be done at a later date.

v. **Business Park:** MS Consultants is finishing up the feasibility study for the Business Park property; the Jobs Ohio OSIP pitch deck has been submitted which would help fund some onsite structure/build out. Due to the limited age of CIC financials and lack of revenue they have suggested finding financial partners. There is interest in building spec buildings on the property and businesses willing to move there; this will also be the home of the YSU First Responder Training Center. The projected job count in the area over a ten-to-fifteen-year period is 250 jobs.

b. **Tax Exemption Filings:** All taxes were paid and documents have been submitted for future abatements and are being reviewed by that State.

c. **Discussion Executive /Staff Management help:** Previous discussion was in reference to the need for part time property manager or executive director however there were no updates. At this time President/Treasurer Chris Page stated he is resigning for the board of the EPCIC effective immediately. Also, at the time

Village Council member Lenny Glavan stated he was made aware that there is D5 liquor license available in the Village at a cost of $15,000.00 which includes the sale of beer, wine, spirits until 2:30 a.m. and noted this should be discussed with the upcoming tenant of the depot as well as what their plan is for securing a liquor license.

5. **New Business* (**Manager Diaz-Guy left the meeting at approximately 10:30)
   a. **Election of Officers:** Mr. Brittain nominated Ms. Herriott for President seconded by Ms. Smith. Passed unanimously. Mr. Blythe nominated Mr. Brittain for VP seconded by Ms. Herriott. Passed unanimously. Mr. Brittain nominated Ms. Smith for Secretary seconded by Ms. Herriott. Passed unanimously. Former president Chris Page recommended the board look into account software as the volume continues to grow. Mr. Brittain nominated Ms. Herriott for a second position on the board until other arrangements can be made, seconded by Mr. Blythe. It was stated letters of interest for the vacant seat left by Mr. Page would be accepted until Tuesday April 14th at 4:00 pm. Mr. Brittain made a motion that Eric Danielson, Threshold CFO, be contacted about continuing to handle the financial paperwork for the CIC, seconded by Ms. Smith. Passed unanimously. Ms. Herriott motioned for Mr. Jacoby to contact DG Perry to notify of change in leadership of the CIC seconded by Mr. Brittain. Passed unanimously.
   b. **Res. 2026-1 Approving EPCIC FY 2026 Budget-** Ms. Herriott motioned to pass Res. 1 seconded by Mr. Blythe. Passed unanimously.
   c. **Res. 2026-2 Authorizing Depot Lease Execution-** Ms. Herriott motioned to pass Res. 2 seconded by Mr. Brittain. Passed unanimously.
   d. **Res**. **2026-3 To Contract for Soil Borings at the Plaza lot-** Ms. Herriott motioned to pass Res. 3 seconded by Mr. Brittain. Passed unanimously.
   e. **Res. 2026-4 To Accept Agency of 367 E. Clark St. from the Village-** Ms. Herriott motioned to pass Res. 4 seconded by MR. Brittain. Passed unanimously.
   f. **Res. 2026-5 Authorizing a Survey of the Jasar Site-** Ms. Herriott motioned to pass Res. 5 seconded by Ms. Smith. Passed unanimously.
6. **Executive Session:** Ms. Herriott moved that the board determine, by majority vote of the quorum by roll call and in accordance with ORC 121.22 G 1 that it is necessary to enter executive session to consider the relocation, location, expansion, improvement or preservation of a business opportunity – ORC 1724.11 B 1 and the employment or compensation of an official with this board, inviting in Mike Jacoby, Antonio Diaz-Guy, Courtney Stewart and Misti Martin. Mr. Brittain seconded the motion. Passed unanimously.
7. **Return to Public Session:** Ms. Herriott motioned to return to public session seconded by Mr. Brittain. Passed unanimously. Ms. Herriott made a motion to post a position for a

part time executive director at approximately 10-15 per week with a negotiable salary with a deadline of April 21st and present an updated cash flow projection before hiring decisions are made. The motion was seconded by Mr. Brittain. Passed unanimously. At this time Ms. Herriott motioned to pass Res. 2026-6, A resolution authorizing the new CIC President Barb Herriott to take over account signatory authority from Chris Page. The motion was seconded by Ms. Smith. Passed unanimously.

8. **Next Meeting Tuesday April 28, 2026 @ 10:00 am**.
9. **Adjourn**: Mr. Brittain made a motion to adjourn the meeting seconded by Ms. Smith. Passed unanimously.

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**MELISSA SMITH SECRETARY**