East Palestine Community Improvement Corporation

May 26, 2026

Minutes

1. **Call to Order: Ms**. Herriott, Mr. Brittain, Ms. Smith, Mr. Blythe (arrived late), and Mr. Clark. **Others Present:** Antonio Diaz-Guy, Mike Jacoby via Teams, Courtney Stewart, Dave Powers, and Misti Martin.
2. **Minutes**: The Board reviewed minutes from April 28th and noted a correction that: Mr. Brittain was the one to motion to adjourn, not Mr. Povenski. A motion was made to accept the corrected 4/28/26 and 5/20/26 special meeting minutes by Ms. Smith and seconded by Barb Herriott. All voted to approve.
3. **Financial Report**: Ms. Herriott summarized the financials. She noted financials were as of the end of April. On the P&L statement: donations were $250. Interest income was $152 for total operating income of $402.00. The expenses included insurance for $2,021, utilities $524, and supplies were $11.69. Property taxes were $28,751 for total operating expenses of $31,307.96, which amounted to a net loss of 30,905.89. In discussion it was noted that as a non-profit the EPCIC "may" get a refund on property taxes, but Dave indicated we should not count on it. Huntington checking account has $1,502.86. The Money Market had $8,100.14 for current assets as of the end of April, $9,603. Fixed assets totaled $99,970, including the train Depot, coffee shop investments, 400 Park Avenue, 263 West Taggart Street, 200 Park Avenue, 34 Thomas Street, 90 and 94 North Market Street, and the former PNC lot for total fixed assets of $2,440,341. And so total assets were $2,449,944.36. The long-term liability as of the end of April was $125,036.00. There was a net loss of $30,905.89. The fund balance was $2,355,814,24. Mr. Brittain motioned to approve the financial report seconded by Ms. Smith. Passed unanimously. Ms. Herriot shared she had copies of current invoices not yet showing up in the financials available for anyone what wanted to view them, including insurance, Strollo Architects and Chamberlin surveying.

4. **Old Business**:
   a. **Project Updates:**
      i. **Depot:** The Depot project is out to bid with bids due June 3. An additional three companies toured the building last week. The county hopes to select the bidder on the 10th.
      ii. **Plaza:** Summer Barker of Strollo Architects indicated she still hopes to have design of the plaza building completed this month. The Village has talked with Lake to River (LTR) about the Vibrant Communities Grant. This was something that Ben Ratner had originally put in an application for. LTR and JobsOhio said the EPCIC needs to be the applicant. The grant can be for up to 50% of the total build cost, but probably less. There are questions about the timing of the grant award because the grant needs to be approved before the start of construction, and the Board does not want to delay construction. The EPCIC will need Ben Ratner's support because he's got to be part of the pitch conversation because he'll be bringing the jobs, bringing the commercial production because this grant requires 30% of the property footprint to be used for business-to-business sales, and that's the wholesale roasting operation. So, the cafe technically does not qualify, it's the roasting operation that qualifies. Ms. Smith motioned to move forward with making application seconded by Ms. Herriott. Passed unanimously. Mr. Jacoby encouraged verifying the project is eligible before we spend too much energy pursuing the grant. Mike agreed to follow up with LTR.
      iii. **Business Park/JEDD**: Antonio shared updates on the business park project. We've not received a "no" on any of the JEDD petitions yet. There's a handful of properties we have not made contact within a couple of meetings set for two weeks from now. Antonio is hoping to have the JEDD petitioning done in two to three weeks, at which point we will take what we have to Unity Township. The county will be drawing the map for us because we must have a map and the petitions to make the contract live and go to public hearing.
      iv. **House on Jasar property**: Antonio shared an update on the small house being surveyed out of the Jasar parcel and sold to the landbank. He believes the subdivided parcel must be approved by Planning Commission. The alley is also being vacated, which requires taking legislation to Council for approval.
      v. **Part Time Executive Director**: Ms. Herriott stated she feels we should put this on hold for the time being and made a motion stating as such. Mr. Brittain seconded the motion. Passed unanimously.

5. **New Business:**
    a. **MOU between Village and EPCIC regarding training center: Antonio** will be bringing a Memorandum of Understanding (MOU) between the Village and EPCIC soon regarding cooperation on the first responder training center that is expected to go to the 85-acre proposed business park under option by the EPCIC. We need to have some type of record that ten acres of that lot can be set aside for the Youngstown State Training Center. There have been discussions with Youngstown State as to whether the property is most ideal because they are going to need some amount of yard space. We must identify ten acres that give us enough room to build a building without taking room that we can build other buildings on.
    b. Ms. Herriott mentioned that Misti brought to her attention that she thought it would be beneficial if the CIC had a PO box of our own so the mail's not getting intermingled with the Village mail It is $88 a year for a small box. Mr. Brittain motioned to move forward with getting a PO Box for the CIC, 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, Courtney Stewart, Dave Powers and Misti Martin. Mr. Blythe seconded the motion. Passed unanimously.

7. **Return to Public Session:** Ms. Herriott motioned to return to public session seconded by Mr. Blythe. Passed unanimously.
8. **Next Meeting:** 10 am June 23, 2026.
9. **Adjourn:** Ms. Herriott motioned to adjourn seconded by Mr. Brittain. All in favor, meeting adjourned.

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Melissa Smith Secretary