



East Palestine Community Improvement Corporation (EPCIC)

May 28, 2024 10:00 A.M.

Minutes

1. Call to Order: Linda May, Tom Povenski, Dr. Jessica Rocco, Chris Page and Tom Brittain

Others Present: Village Manager Chad Edwards, Law Director David Powers, Mike Jacoby, Lenny Glavan, Melissa Smith, Carolyn Hecking, Ron & Peggy Caratelli. **Present Via ZOOM:** Jeff LeBeau, Jon Molnar, Jeffery Harris-Bricker Graydon, Roberta Streiffert.

2. Minutes: The minutes of the April 30, 2024 meeting were approved on a motion by Mr. Page seconded by Dr. Rocco. Passed Unanimously.

3. Old Business

A. Village Economic Development Grant- Mr. Jacoby stated the SS4A planning grant application has been submitted and that the Village has agreed to provide some starter funding to the CIC in the amount of \$20,000.00

B. Payment of Directors/Officers Insurance-Mr. Povenski motioned to move forward with the purchase of the D/O Insurance, seconded by Mr. Page. Passed unanimously.

4. New Business

A. Res.2024-05 Adopting an Annual Budget- In reference to the budget Mr. Harris stated the funds from the Village are listed as revenue. (Should NS choose to fund the CIC the resolution is. written so the Village could ask for the fund to be returned). The rest of the items are estimated miscellaneous amounts including the insurance payment, and professional services. Dr. Rocco made a motion to approve Res.2024-05. The motion was seconded by Mr. Brittain and passed unanimously.

B. Res.2024-06 Adopting a Whistleblower Protection Policy- Mr. Harris stated this policy is not a requirement but it is a very good thing to have in place. It states that if anyone becomes aware of financial wrongdoing, they are empowered to approach the board president or legal counsel in reference to any improprieties without fear of retaliation. Mr. Page made a motion to adopt Res.2024-06. The motion was seconded by Dr. Rocco and passed unanimously.

C. Hinkle Reporting – Hinkle Reporting is the name of the online portal that all non-profits must submit financial activity to on a yearly basis. Mr. Harris stated the report for 2023 has been filed.

D. WRL Update – Jeff LeBeau of WRL gave an update including a newly released video in reference to shopping local, a future rewards campaign with a VIP shopping club. An email listing would be created from the shopping club. They would be meeting with the Chamber on 6/17 to go over details of the shopping club program with a potential launch of the program in July. It was noted that available commercial real estate will soon be listed on the new website **and there is now a link for available jobs in the EP area; help wanted ads can also be placed in the monthly newsletter for a fee.**

E. Social media- Mr. Harris stated the social media policy would need to be tabled as WRL has not had adequate time to review the potential guidelines.

F. Other Items for Discussion from the Board- Mr. Harris stated one of the final pieces for completion in the process of forming the CIC would be appointing a lawyer. Bricker/Graydon has been providing legal counsel to the CIC under the East Palestine Economic Development Group; it is good practice and highly advisable for the CIC to appoint its own attorney. A resolution making the appointment could be drawn up for the next meeting. Dave Powers stated he is currently the Law Director for the Village and would not charge a separate fee for his services should he be appointed as counsel for the CIC. Mr. Harris noted it is common practice for a CIC to use the same legal counsel as the municipality itself and the appointment could be annually/biannually or it could be open ended. Mr. Jacoby added that Councilman Glavan has been in touch with revitalization group Small Nation out of Bellefontaine, there would be a zoom meeting at 11:30 following the CIC meeting.

5. Executive Session to discuss relocation, location, expansion, improvement or preservation of a business opportunity-PRC 1724.11 B1. At this time Mr. Page made the above motion inviting in Manager Edwards, Mike Jacoby, Jeff Harris and Dave Powers. The motion was seconded by Dr. Rocco and passed unanimously. It was noted the date of the next CIC meeting would be changed to Tuesday June 18 at 10:00 am due to the NTSB hearing being held on June 25.

6. Return to public session-Board discussion/action- Mr. Povenski made a motion to return to regular session seconded by Dr. Rocco. All in Favor.

7. Next Meeting- 10:00 am June 18, 2024.

8. Adjourn- Dr. Rocco made a motion to adjourn the meeting seconded by Mr. Povenski. All in favor, meeting adjourned.

Dr. Jessica Rocco