



## East Palestine Community Improvement Corporation

November 18, 2025

### Minutes

1. **Call to Order** Chris Page, Barb Herriott, and Tim Blythe. Melissa Smith and Tom Brittain were absent.  
**Others Present:** Village Manager Antonio Diaz-Guy, Atty. David Powers, Misti Martin, Ben Ratner, Mike Jacoby and Cindy Boyd via Zoom.
2. **Minutes:** The minutes from the regular meeting of 10/28/25 were approved on a motion by Ms. Herriott seconded by Mr. Blythe. Passed unanimously
3. **Financial Report:** Total operating income as of the end of October totaled \$2,209,924.67, which included BOF campaign donations \$45,198.00 and the newly donated former Jasar property at \$2,100,000.00, total operating expenses totaled \$25,115.93 for a net profit/loss of \$2,184,808.74. Total liabilities/equities were at \$2,363,385.74. Mr. Page motioned to approve the October financial reports seconded by Ms. Herriott. Passed unanimously.
4. **Old Business:**
  - a. **Brighten Our Future Fundraising Progress-** It was noted the banners for the high dollar sponsors would be located in the same area as last year (attached to the poles in front of the Municipal Building parking area) and that they would also be the same size. The deadline to have all graphics to the printer is December 1. Cindy Boyd of WRL would follow up with the sponsors in reference to logos; Manager Diaz-Guy stated the members would fill in all contact information for those who have donated.
  - b. **Depot-** The latest floor plan & exterior concept photos were reviewed including a 10 x 15 walk in freezer and cooler as requested by the tenant as well as a deck for outdoor seating. Cost estimates are coming in higher than expected; that is partially due to the walk-in cooler/freezers requested. The site grading for the parking area also assumes a fully paved lot however that would be an obvious cost cutting

measure of the project as well as the Village doing some of the site work in house. Discussion followed as to the budget of the project including the \$100,000.00 from NS that is exclusively dedicated to the depot, a potential \$240,000 grant that would be towards construction, and a potential tenant contribution of \$75,000.00. The original lease concept was to be escalated every year for five years which would eventually recoup the cash investment made by the CIC. Discussions with the tenant stated imminent cost increases primarily tied to what they are asking for would need to involve some compromises; the overall estimated cost increase is approximately \$145,000.00. Potential modifications could include renegotiate the rent, ask for up front tenant contributions for improvements, a triple net lease/pace financing, or an agreement where rent is based on sales. Manager Diaz-Guy stated that by not paving the exterior parking area that would carve out approximately \$120,000.00 of the increase.

- c. **Plaza-** A final design has been agreed upon which includes not using the existing structure, there will be a drive thru coming from the alley as well as indoor & outdoor seating, a coffee bar, kitchen/bathrooms, and roasting area. Additionally, there is still a fair amount of green space for the public area.
- d. **Jasar-**The CIC will be receiving a proposal from Platz Real estate in reference to the property; they feel all three buildings are sellable and will sell to separate owners. The electricity is still on in the buildings and they have recommended to keep it on; the water and gas are off at the curb. The Street Dept has cleaned buildings one and two, building three will be next. Manager Diaz-Guy stated he has shown the property twice prior to Platz taking over and there is interest in the middle building. There is a house on the parcel with the oldest building; it has been viewed by the Land Bank and they would like to make the home part of the Welcome Home Ohio project which would require the house being split from the larger property. The Land Bank would purchase the property from the CIC at an agreed upon price, renovate it and then sell it to someone with a five-year residency commitment. It was suggested that the members should consider putting covenants on the proposals from Platz; the property is in a residential area so there may be certain types of manufacturers that would not be appropriate for that area.
- e. **Property Management Service Discussion-** Mr. Blythe stated they need to determine exactly what duties the CIC would like this company/person to take on; the companies he has spoke with find tenants, change light bulbs and call the plumber. The need may be more for a project manager/employee as opposed to a management company. Mr. Blythe added he would continue looking into finding someone who would meet the needs of the CIC.

**f. Update on Quit Claim Deed Property Donations-**The newly donated properties are the former Chinese restaurant, the Kat's Krystals building and the old Napoli Pizza building. The restaurant & Kat's has been officially transferred to CIC. The Napoli Pizza building is on a parcel that also includes a house. Shirley Smith, who donated the properties, thought she was only donating the old pizza shop not the house. If she wishes to retain the house it will have to go through Planning Commission for a re-plat so this deed transfer is on hold. The Chinese restaurant had a tenant ready to move in however there is an issue with the range hood; it needs to be inspected and most likely replaced as it will no longer pass inspection. Additionally, the building had required some foundation work and less than band aid repairs were performed, the building now needs to be professionally braced. Brock Builders will be providing a quote for engineering to design a solution; once the repairs are complete the building is ready to go and the tenants are still interested. Manager Diaz-Guy stated he feels the CIC should fix the building as the purpose of community improvement corporations is to do improvements that private market actors will not as they are too costly up front. The Kat's Krystals building needs only a few minor fixes to make sure it does not deteriorate but is in good shape otherwise. The Napoli building is not in good shape; it looks decent inside and out however it is more a liability than anything and he is in discussion with the Land Bank about demolishing the building and making it into a parking lot to aid in downtown parking issues. It was noted the basement of the restaurant needs cleaned out and that a dumpster will be needed for that project (paid for by the CIC) and also that the windows of the Napoli building should be cleaned up in the interim.

**5. New Business:**

- a. Structural assessment for downtown properties-** Brock Builders is providing a proposal for engineers to look at the old Chinese restaurant property. The property needs cleaned and it was asked if the CIC would pay for a 40-yard dumpster for the project.
- b. Purchase option/due diligence in SR 14 corridor-** Manager Diaz-Guy stated the option contract for the business park property has been signed by CIC President Chris Page and payment needs to be transferred and then the final phase of testing (Geotech) can begin. Jobs Ohio has paid for a feasibility study in reference to running utilities down the RT 14 corridor, a property has been settled on that meets the needs of the project. There is a letter of intent from a commercial interest for the property to be the anchor tenant of the business park, there is also a Village directed letter of interest to be the second anchor tenant (this would be between the Village, the State of Ohio and a university) for a 15-acre parcel. For the second project the Village is responsible for procuring the property so they would ask the

CIC either lease the property directly to the university partner or transferring a portion of the property to the university partner at no cost. The Village partnership has been put on high priority which takes what could have been a three-year project to seeing construction start within the next 12 months.

- 6. Motion to enter executive session to discuss the relocation, location, expansion, improvement or preservation of a business opportunity- ORC 1724.11 (B) (1).** Mr. Page made the aforementioned motion inviting in Manager Diaz-Guy, Atty. David Powers and Misti Martin. The motion was seconded by Mr. Blythe, Passed unanimously.
- 7. Return to public session:** Mr. Page motioned to return to regular session seconded by Ms. Herriott, passed unanimously.
- 8. The next meeting will be 10am Tuesday December 9, 2025**
- 9. Adjourn:** Mr. Page made a motion to adjourn the meeting seconded by Mr. Blythe. Passed unanimously, meeting adjourned.

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**Melissa Smith-Secretary**