



East Palestine Community Improvement Corporation

October 28, 2025

Minutes

1. **Call to Order:** Chris Page, Tom Brittain, Melissa Smith, Barb Herriot and Tim Blythe.
Others Present: Village Manager Antonio Diaz-Guy, Mike Jacoby & Cindy Boyd via Zoom, Misti Martin, David Powers and Ben Ratner.
2. **Minutes:** The minutes of the 9/23/25 meeting were approved on a motion by Ms. Herriott seconded by Ms. Smith. Passed unanimously.
3. **Financial Report:** Liabilities/equities as of the end of September totaled \$229,733.15, total for operating income \$71,673.81, total for operating expense \$20,517.66, with a net profit/loss of \$51,156.15. The Brighten Our Future Campaign as of the end of September totaled \$38,500.00. Mr. Page motioned to approve the September financial reports seconded by Mr. Brittain. Passed unanimously.
4. **Old Business:**
 - a. **Brighten Our Future Fundraising Progress-**The October print edition of the EP Progress Newsletter will have a full-page article about the B.O.F. campaign as well as the first half page ad for MS Consultants who was a gold sponsor this year. Other half page ads will include Norfolk Southern and the EP Community Foundation. WRL will be responsible for sponsor signage, posters and some project management making sure sponsor logos are received. It was suggested to go after the corporate donors earlier in the year in the future.
 - b. **Depot-** The latest drawings show layout of equipment and a 12 x 12 detached walk-in freezer which is now sized at 10 x 15. Construction estimates are important as the CIC was invited to apply for a grant of up to \$250,000.00 for this project. Strollo is working to figure out how the project could be phased in; phase 1 would be done with CIC funds and phase 2 would be done with grant funds. The split would be 15% first and 85% second.

- c. **Plaza-** In the latest version of drawings for the plaza the existing structure is gone to allow for more design flexibility; it is more expensive to revamp the current structure than it is to eliminate/build new. Geotech work will begin once final layout is complete. At this time, it was noted that Shirley Smith donated three buildings (2 parcels) to the CIC.

5. New Business:

- a. **Jasar property transfer to CIC:** The Jasar property has been transferred to the CIC which includes 15 acres and three buildings and a house. Manager Diaz-Guy proposed the CIC sell the house to the Land Bank through the Welcome Home Ohio program. There was a buyer for the entire property which is till an option but at this time it time it less preferred as the two older buildings are less usable for development. Another proposal is to hire a commercial real estate appraiser to survey, appraise and list the newest of the three buildings which could get a higher price on its as opposed to the entire property as a whole. We could then apply for Brownfield funding through the landbank for the other two properties to make them more viable. At this time Mr. Page made a motion to explore the possibility of hiring a commercial real estate appraiser to determine the value of the Jasar property; Ms. Herriott seconded the motion. Passed unanimously. Ms. Herriott stated she would like to make sure the board is still okay with donating leftover B.O.F. ornaments from last year to school for the kids to decorate for the downtown Christmas tree. Additional she had considered handing out the ornaments for free at the Hometown Christmas Program at the school but adding a sticker to each one with a QR code where anyone could go to make donations to the CIC. All board members were okay with the idea.

- 6. Motion to enter executive session to discuss the relocation, location, expansion, improvement or preservation of a business opportunity per ORC 1724.11 (B) (1):** Mr. Page made the aforementioned motion seconded by Ms. Herriott inviting in Manager Diaz-Guy, Misti Martin and Mike Jacoby. The motion was passed unanimously.

7. Return to public session:

- a. **Resolution 2025-13 Authorizing the option execution and earnest money payment.** Mr. Page called for a vote on Res. 2025-13 seconded by Ms. Herriot. Mr. Page, Mr. Brittain, Ms. Herriott and Ms. Smith voted yes; Mr. Blythe abstained.
- b. **Resolution 2025-14 Authorizing the acceptance of quit claim deeds for various downtown properties.** Mr. Brittain called for a vote on Res. 2025-14 seconded by Mr. page. Passed unanimously.
- c. **Potential Property Management-** Mr. Page made a motion to explore the possibility of utilizing a property management company or an individual employee to manage

the newly acquired assets downtown. Ms. Smith seconded the motion. Passed unanimously.

- 8. Move next meetings due to the holidays:** 10 am Tuesday November 18 and Tuesday December 9, 2025.
- 9. Adjourn:** Mr. Page made a motion to adjourn the meeting seconded by Mr. Brittain. Passed unanimously. Meeting adjourned.

Melissa Smith-Secretary