VILLAGE OF
EAST PALESTINE
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East Palestine Community Improvement Corporation

September 22, 2026

Minutes

1. **Call to Order:** Ms. Herriott, Mr. Brittain, Ms. Smith, and Mr. Blythe. Mr. Clark was absent.
   Others Present: Village Manager Antonio Diaz-Guy, Misti Martin, and Courtney Stewart.
2. **Minutes:** The minutes of the 7/28/26 regular meeting were approved on a motion by Ms. Smith seconded by Mr. Brittain. Passed unanimously.
3. **Financial Report:** Operating income as of end of August totaled $30,061.84, total operating expenses were $63,393.00. Total liabilities/equities were $2,480,661.73. Mr. Brittain motioned to approve the August Financial Reports seconded by Mr. Blythe. Passed unanimously.
4. **Old Business***
   a. **Project Updates**
      i. **Depot:** Project is currently on schedule and making progress. It was noted there are cracks in the existing concrete that will require leveling as well as some pieces of exposed rebar that will need repaired; discussion also followed as to using an epoxy finish on the floors, installation of electric outlets in the bar area as well as the possibility of installing a solid piece of ductwork for heat/ac below the rafters. In reference to the cleaning of coal dust inside the depot, a quote was received for a company to come in and clean the dust was $34,000.00 from Ranger Recovery. The two large barn doors on the back of the building are not needed for the project; the CIC needs to authorize removal/destruction of the doors or take them offsite and repurpose them later. Black Diamond will be holding a "Bourbon Pour" on November 14th from 4:00 to 6:00 pm to meet the community and see the

progress at the Depot. The CIC will have to get the temporary liquor license for the event as a non-profit. Details of the event are forthcoming.

ii. **Plaza:** The Jobs Ohio Vibrancy Grant pitch has been completed. The ask was for $380,000 (the full amount they are permitted to offer), we could get the full amount or any amount less than that. Ms. Smith motioned to permit President Herriott to sign/accept the grant agreement for the Jobs Ohio Vibrancy Grant if/when award notification is received. Mr. Blythe seconded the motion. Passed unanimously. Additionally, it was noted that members preferred stairs with a railing leading to the upper parking area next to the Plaza as opposed to a ramp to allow for direct access. The handicapped parking spaces are at the rear of the property.

iii. **Jasar Property:** The EPA is onsite conducting Phase 1 & 2 environmental studies (non-derailment related), the hope is to have results by the end of October. The results will be separated into the actual parcel delineations to allow for the sale of the individual lots. At this time, it was noted that the CIC owns the lot next to 253 W. Taggart Street; it was originally assumed that this half-acre parcel was in a different location but that was incorrect. The property is also for sale and there are several interested parties. Discussion followed as to the need to redraw the lot lines to allow for additions parcels to sell.

iv. **94 N. Market St.:** The façade replacement is underway. The hot water tank needs replaced, JP plumbing suggested installing a new 5-gallon electric hot water tank in the utility closet instead of the basement. It would require a new 110 outlet be installed, cap off the gas to the old tank and boiler system in the basement and the vent that comes out under steps would need a 45-degree angle fitting with a screen to stop birds from getting in.

v. **CCPA/Village Economic Development Agreement:** Grant applications for the Plaza and Chinese restaurant projects have been put in (a max of $50,000). The agreement for the business park property has been received back from the CCPA legal team with recommended updates and to take the assumption agreement for the property. They must still navigate YSU's entitlement to land inside the park; they need fifteen acres. The Port has recommended that after they take the whole option agreement, they then donate the land to YSU in exchange for YSU funding part of the infrastructure buildout on site. The Port is applying for an AMLER grant and the Ohio Site Improvement. On that same subject the Village has announced the hearing for the JEDD will be October 26 @ 6:15 pm at the Municipal Building.

vi. **Fundraising/Pavers:** Strollo will be sending drawings for how to incorporate the pavers into the design by next meeting.

vii. **90 N. Market Repair:** Application has been made for Port Authority Grant.

5. **New Business***
   a. Ms. Herriott gave members a spreadsheet on costs on the Depot that she will keep updated for transparency.
   b. **Authorization by motion to pay an invoice over the previously approved $15,000.00 limit (Dynamic Structures/Depot Reno) for $26,078.71. This is the 50% match for CDBG.** Mr. Brittain made the above motion seconded by Mr. Blythe. Passed unanimously.
   c. **Resolution No. 2026-08 Approving a Loan Agreement with the Village.** The original loan to the CIC was a $500,000 demand loan from the Village with no required repayment and zero interest. The Village passed legislation taking the original $500,000 and rolling it into a 1.5-million-dollar revolving loan fund that is zero percent interest but is secured by properties; the Village be in the first mortgage holder. This is a 30-year revolving loan fund, money borrowed will be paid back with revenues which will allow the funds to be borrowed again for future projects. This loan will fund the completion of ongoing projects. Repayments are to begin in 2029 and will be 1% of the outstanding balance of the loan. Additionally, the CIC needs to provide the Port Authority with evidence of matching funds for the coffee shop project before the grant request can be reviewed, this evidence will come from the loan documents. Ms. Herriott moved passage of Res. 2026-08. Mr. Brittain made the motioned seconded by Mr. Blythe. Passed unanimously.
6. **Next meeting:** 10:00 am Tuesday October 27, 2026
7. **Adjourn:** Ms. Smith motioned to adjourn seconded by Mr. Blythe. Meeting adjourned.

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Melissa Smith Secretary