



East Palestine Community Improvement Corporation (EPCIC)

April 30, 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, Adm. Asst./Council Clerk Misti Martin, Mike Jacoby and Jeffry Harris of Bricker Grayden (via Zoom).

2. Minutes: The minutes of the March 28, 2024 meeting were approved on a motion by Mr. Page, seconded by Mr. Povenski. Passed unanimously.

3. Old Business: Directors/Officers Insurance- Mr. Brittain made a motion to move forward with purchasing the D & O Insurance including cyber and terrorism from Huntington Bank, the motion was seconded by Mr. Page and passed unanimously.

4. New Business:

A. Jeff LeBeau & Jon Molnar of WRL gave an update on brand, PR and marketing. They are working to get the sign project out to bid as well as replacing the smaller "welcome to EP" signs throughout town. The "Visit, Shop, Support" campaign began including nine new billboards, digital/social media ads, and three tv spots. Mr. Molnar stated an upcoming plan in conjunction with the Chamber will be volunteer rewards program with any local businesses who wish to participate. There would be no cost to the business other than offering a discount; WRL would then drive traffic to the website to see all of the available discounts. It was noted this program would include Market Street but would also extend out Taggart Street.

B. Roberta Streiffert of RCAP gave a presentation on the Think Tank. The Think Tank (a grass roots citizens group) is holding a strategic planning workshop at the end of this month that is open to the public to help prioritize what they feel is most important to the community moving forward. The vision statement will be available for all to review and that they will be asking for opinions on what people think should happen with the train depot. It was noted that Roberta

has also worked with Columbiana on their revitalization and their Chamber and that she will also be working with EP Chamber to help them develop a new strategic plan.

C. Conflict of Interest Policy- Having a conflict-of-interest policy is a best practice and adheres to Ohio Ethics Commission in reference to a CIC. This policy does not replace any federal/state laws, it supplements them. The policy does not stop the CIC from potentially doing business with a director/their company or a family business, it just states those things must be disclosed publicly as well as reflect in the minutes. Once it is disclosed that the CIC will be doing any type of business (as stated above) that board member must leave the meeting. Dr. Rocco made a motion to adopt Res. 2024-03 Conflict of Interest Policy, the motion was seconded by Mr. Page and passed unanimously.

D/E. Public Records Policy- A CIC is subject to Ohio Sunshine Laws and must maintain records in an open/transparent manner. The policy (Exhibit A) defines what a public record is and how they are public. There is specific exception for a CIC under state law such as financial info or business attraction/project information that is not public; generally speaking, records from the CIC are public. Exhibit B attached to this resolution is the records retention (State Historic Preservation Office) schedule which lists how long documents must be kept. **Compliance Certificate-** This document must be signed by the secretary of the CIC stating that the group will adhere to the public records policy and that the policy itself will be posted on the bulletin board in Village Hall. Dr. Rocco asked for discussion as to how the CIC is affected by having three sitting council members as board members as that appears to be concerning to some residents. Mr. Jeff Harris of Bricker Graydon stated that the CIC has less than a majority of council members on its board, and therefore the CIC meetings do not constitute open meetings of *village council*. But the CIC meetings themselves are open and public. Village Law Director David Powers added that the council members on this board are serving in a completely different capacity – that of volunteer private citizens. Finally, Mr. Harris added these are not village council meetings so council requirements don't apply. The public, however, is still protected as a CIC falls within the Sunshine Law/Open Meetings Act. Dr. Rocco motioned for passage of Res. 2024-04 Public Records Policy/Records Retention Schedule. The motion was seconded by Mr. Povenski and passed unanimously.

F. Safe Streets for All support letter- Downtown revitalization has been identified as a priority for the village for economic development. A preliminary plan has been developed by Howells and Baird however there is no construction money. One way to do that would be a federal program called Safe Streets for All which primarily focuses on safety, the CIC will be seeking planning grant funds through this opportunity. This matter is simply a letter of support from the CIC for the grant application. If the planning grant is received the hope is to apply for construction funds next year. Mr. Page made a motion to sign the Safe Streets for All support letter, the motion was seconded by Dr. Rocco and passed unanimously.

5. Executive Session- Mr. Page made a motion to enter executive session per ORC 1724.11(B)(1) to discuss relocation, location, expansion, improvement or preservation of a

business opportunity, inviting in Manager Edwards, Mike Jacoby, Atty. Powers, Evan Scurti and Misti Martin. The motion was seconded by Dr. Rocco. Passed unanimously.

VISITORS: Councilman Lenny Glavan, Roberta Streiffert of RCAP, Karen Gorby, Ron & Peggy Caratelli, Melissa Smith, Carolyn Hecking, Jeff LeBeau & Jon Molnar both of WRL and Evan Scurti of OMEGA.

ADJOURN: Dr. Rocco made a motion to return to regular session seconded by Mr. Brittain. The date for the next CIC meeting was set for Tuesday May 28, 2024 at 10:00 a.m. at the Municipal Building. Mr. Page motioned to adjourn seconded by Ms. May. All in favor, meeting adjourned.

Dr. Jessica Rocco-Secretary

