**Minutes of Board Meeting**

**May 8, 2025**

**Perry County Economic Development Authority**

**Perry County Business and Tourism Center**

**New Bloomfield, PA.**

**Attendees:** Marti Roberts, Rich Pluta, Ed Barben, Scott Fritz, Frank Campbell, Patti McLaughlin, Scott Dunkleberger, Dee Anderson

**Virtual participants:**

**Staff:** Michelle Jones

**Absent:** Lindsey Hutchinson

**Excused:**

**Visitor:** None

**Public Comment:** No public comment

**Tri-County report**: Tri-County report is attached to the minutes supplied by Jason Finnerty.

**Executive Session was called to order at 8:30 am**

**Secretary’s Report:**

Dee Anderson presented the minutes of PCEDA’s meeting on April 10, 2025, which had been distributed to all board members in advance of today’s meeting. There was a motion to approve the secretary’s report by Patti McGlaughlin and Frank Campbell seconded the motion.

The motion was approved by a voice vote without dissent.

**Treasurer’s Report:**

* Patti McLaughlin presented the treasure report. Normal overhead and payroll for expenses. There was a motion made by Ed Barben; to approve the treasurer’s report, Frank Campbell seconded the motion. Motion to approve carried.

**Chair Report:**

Marti Roberts reported as follows:

We need to address the positions that need to be filled. We have a big list of things that we need to figure out. Mandy Book and Kristen Unger of the DCED had a meeting with Marti and Scott D. The meeting went well they are interested in finding out what is happening as they have not heard much from us recently. They have approved our new application but we will not get the designation until we hire a new Main St. coordinator.

We did receive the Pennsylvania Department of Transportation documents that are required for the Marysville and Millerstown art installation projects. The Boroughs as well as the artist will need to sign these documents. It has been suggested that we move forward without the Pennsylvania Department of Transportation letters signed. As a board we have decided that we cannot do this without the signatures of the boroughs, the artist and the Pennsylvania Department of Transportation authorities.

A request was received from Michelle Jones for a severance package which included six months paid with 15 hours a month consulting and $5200 in education allotment. We have a lot of concerns because we do not have passwords, nor do we know any of the boards or meetings that Michelle has consistently attended.

The executive committee had a meeting to discuss Michelle’s offer of an employment contract, which she called a severance package. We have agreed that it would be four or six months with a 30 day out by either party we will cover mileage and pay her 4000 per month for six months with a minimum of 15 hours of work. We do not think that the five $5200 education allotment is something that should be paid by our organization as she does not plan to return to our employment.

We do need to get a letter of resignation in writing from her. Which we have not received at this point. We plan to request this letter of resignation in writing from her today when she attends the end of this meeting.

Marty is concerned and expressed her concerns about all the money that we have right now that has been designated for the different downtown areas and municipalities that has not been dispersed or designated to any specific task, event, location, or improvements.

We ask everyone on the board during this session if they were in agreement to pay Michelle $4000 a month for the six-month period with a 30 day out by either party and a bonus at the end of the year. We will give her $0.70 per mile for travel and create an employment contract with her. She will agree to work a minimum of 15 hours a week be an independent contractor, sign a confidentiality agreement, liability and indemnification, the work she creates is the ownership of the PCEDA, the $4000 a month check will be sent to her at the 1st of each month. The board voted to give her a $2500 bonus for last year.

The motion was made to present the package to Michelle Jones after we receive her letter of resignation. Ed Barben made the motion Patti McLaughlin seconded the motion and the motion carried.

The executive session is officially over at 9:45 AM on May 8, 2025.

**Chair Report:**

Marti has suggested that we have a joint statement release between the PCCA and the PCEDA regarding the arts projects. The PCCA has written a press release they would like to know if the PCEDA would like to be included in this release. As a board we have decided that we would prefer not to be part of this particular press release.

**Staff Report:** None

**New business**:

Michelle Jones did join our meeting, and we discussed the resignation letter and how we can move forward with her as an independent contractor.

We were informed by Ed Barben of the great success at the Liverpool art installation at Coronet Park. Greg Rothman spoke at the event and channel 27 was there as well, it was a successful event.

There is a New Buffalo council meeting on Monday night at 7:00 PM. Ed has talked to the Secretary/Treasury with no feedback. He is planning to attend the meeting to try to identify the location for their art project which is a Buffalo.

Motion to adjourn was made by Rich Pluta, and Ed Barben seconded the motion, and the motion. It was approved without dissent at 10:30 am.