

MEMBERS PRESENT: Dr. John DeFinnis, Harold Hurst, Al Neuner, Denny Hummer, Denny Hummer, Chris Young, Dean Girton, Lance Diehl, Jennifer Wakeman (Executive Director)

MEMBERS ABSENT: Greg Cole, Dan Knorr, Susan McGarry

GUESTS PRESENT: Karen Blackledge, Bob Snyder, Aidan McDonald (Intern)

The meeting was called to order by Dr. John DeFinnis at 8:30 a.m.

MINUTES:

- September 5th Regular Board Meeting: Motion by Harold Hurst to accept the September 5th minutes without correction. Dean Girton seconded the motion; carried unanimously.

TREASURER'S REPORT

Jennifer Wakeman presented the Treasurer's Report. On the Balance Sheet, she noted that staff transferred money from the General Account to the Payroll Account. On the Profit/Loss report, she noted income from fees for service and rent at the railroad street property. She also stated that DRIVE will receive annual contributions from Montour County and GDAIDC before the end of the year. She noted that legal costs were slightly higher this month and would likely remain so for the remainder of the year due to the number ongoing projects. She noted checks issued to cover payroll and utilities and the purchase of a new laptop to replace an older malfunctioning model. The Executive Director stated the profit/loss for the railroad street account suggests we will be able to transfer the original \$30,000 placed in the property account back to the main DRIVE account in the near future.

Motion to approve Treasurer's Report was made by Denny Hummer. Lance Diehl seconded the motion; carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Jennifer Wakeman noted the following activities in the past month:

DRIVE staff has been working with McTish, Kunkel & Associates to split utility service at the former Metso site between the test center and the storeroom and implement other utility upgrades on the property. The Danville sewer and water authority has been very helpful.

A potential buyer for the Plate Shop is currently in environmental due diligence.

Jennifer attended a breakfast with Lou Barletta at the Greely Center hosted by the Chamber.

Karen Hackman and Tony McDonald are continuing to complete documents to transfer the Alliance assets and liabilities to DRIVE by the end of the year. This will also make DRIVE the agent on the Business Park Joint Venture Agreement, which the DRIVE staff has already been doing the work for, as the administrators of the Alliance.

COMMITTEE REPORTS

Property Committee:

DRIVE has received a request from Carriage Manor Builder for access to sewer on the property near the plate shop.

Motion to approve a limited-term easement with Carriage Manor Builders for access oi sewer on the plate shop property made by Lance Diehl, seconded by Denny Hummer; carried unanimously.

The property committee reported that Project Neptune is moving quickly and recommended approving a lease/purchase agreement pending solicitor review to further expedite the process.

Motion to approve a lease/purchase for Project Neptune pending review by counsel made by Harold Hurst, seconded by Dean Girton; carried unanimously.

The property committee also reported a potential economic development opportunity for Project Lodestone and recommended the DRIVE board authorize the Executive Director to obtain a sidetrack agreement relating to the project.

Motion to authorize Jennifer Wakeman to obtain a sidetrack agreement with the SEDA-COG Joint Rail Authority for Project Lodestone, made by Chris Young, seconded by Harold Hurst; carried unanimously.

Infrastructure Committee

The infrastructure committee reported Project Entourage is moving forward.

Motion to authorize Jennifer Wakeman to sign a contract with Conxx for Project Entourage pending review by solicitor, made by Trevor Finn, seconded by Denny Hummer; carried unanimously.

The project also requires legal filings in order to proceed. The committee recommended hiring Cozen O'Connor for the legal and consulting work as they have prior experience in this area.

Motion to authorize Jennifer Wakeman to engage Cozen O'Connor for legal and consulting work related to project Entourage with a limity of \$10,000 made by Harold Hurst, seconded by Denny Hummert; carried unanimously.

Executive Committee:

Dr. DeFinnis reported that he is confident the full board is up to date on DRIVE's activities and thanked Office and Project Manager Tim Hippensteel and intern Aidan McDonald for their continued efforts. The board was updated on the situation of the Columbia Alliance for Economic Growth, which is expected to dissolve by the end of the year. The solicitors for the Alliance and DRIVE have been developing documents allowing the Alliance to transfer its assets and liabilities to DRIVE and for DRIVE to take place of the Alliance in their joint venture with CCIDA.

Motion to authorize Jennifer Wakeman to sign Assignment and Assumption Agreement and Asset Transfer Agreement with Columbia Alliance for Economic Growth pending review by solicitor made by Denny Hummer, seconded by Harold Hurst; carried unanimously. Prior to voting, Lance Diehl, Al Neuner, Dean Girton and Chris Young disclosed that they are also members of the Alliance board.

NEW BUSINESS

The nominating committee will present its slate for the expiring board terms of Lance Diehl, Greg Cole, and Dean Girton at the November meeting. The nominating committee intends to recommend each of the above members be renewed for another term.

The board also discussed the need to update the articles of agreement to address the evolving status of the Columbia Alliance for Economic Growth and GDAIDC.

Dean Girton adjourned the meeting at 9:05 a.m.

NEXT MEETING: The DRIVE Board meets again on November 7th, 2018 at 8:30 a.m. at the DRIVE office.

Respectfully Submitted,

Dennis Hummer, Secretary