

MEMBERS PRESENT: Alan Neuner, Justin Ross, Trevor Finn, Greg Cole, Lance Diehl, Jeb Stotter, Leslie Temple, Dan Knorr, Jeff Reber, Dave Park, Jennifer Wakeman, Susan McGarry, Dean Girton, Joe Kantz

MEMBERS ABSENT: Sam Schiccatano

GUESTS PRESENT: Tim Hippensteel (Project Manager), Betsy Reichenbach (Business Outreach Manager), Aidan McDonald (Facilities Manager), Amanda Schell (Administrative Assistant).

The meeting was called to order by Jeb Stotter at 8:30 am.

The meeting was held via Zoom Video, attendance is reflected above.

MINUTES:

- September 1, 2021 Board Meeting: Motion by Dean Girton to accept the minutes, Joe Kantz seconded the motion; carried unanimously.

From the September minutes, Leslie Temple inquired if all suggestions for potential board members should be sent to Lance Diehl or if only those in Columbia County should be sent to him. Jennifer Wakeman clarified that since there are upcoming vacancies in Columbia, Snyder, and Union counties, all possible candidate names should be sent to Lance.

TREASURER'S REPORT:

Dan Knorr presented the Treasurer's Report. He highlighted the account balances, noting that funds have been transferred from the Drive checking account into the new investment accounts. The remaining amount in the checking account is for operating expenses for the remainder of the year.

Motion to approve the Treasurer's Report made by Leslie Temple, seconded by Jeff Reber; carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Jennifer Wakeman reported that a busy fall is on the horizon for Drive. She advised the board to check the Project Updates document for recent activity and noted that moving forward recent activities in the document will be highlighted with an asterisk (*).

The Finance Committee will meet in November regarding the draft budget for 2022. Also, the

Nominating Committee will meet in November to discuss upcoming Board vacancies. Jennifer added that Drive is actively looking for representatives from industry and specifically anyone who might specialize in the accounting field to join the Board. The committee will continue to take recommendations until the meeting.

Wakeman informed the board that she recently travelled to Nashville and took the Certified Economic Developer exam. She passed both the written and oral examinations, obtaining the CECD certification after lengthy classes and studying. A press release is forthcoming. Additionally, she and Tim Hippensteel will travel this week to attend the Pennsylvania Economic Development Association conference, with Tim having received a scholarship for young professionals.

Jeb Stotter extended his congratulations to Jennifer on behalf of the Board of Directors.

STAFF REPORTS:

Business Outreach Report

Betsy Reichenbach reported that the GSKIZ Advisory Committee is petitioning DCED to modify KIZ zones in Danville & Sunbury. This affects the Drive building and also the former Sunbury Textile Mills building. Additionally, five businesses are applying for tax credits. The Drive business outreach postcards were mailed last week, inviting local business leaders within Drive's five counties to complete the fall business survey. Jennifer Wakeman also encouraged members of Drive's board to complete the survey by following the link on our website.

Property Committee

Aidan McDonald provided an update on the status of the roof repair at Drive's offices. The public bid was held on September 22, eliciting 7 bids, 6 of which were competitive. The lowest bid came from Midstate Roofing & Coating at a cost of \$94,123, with two possible alternate work proposals if needed. An optional cost to the project of \$345.30 was added to install an additional downspout at the edge of the reroof area.

Motion to award the contract for the reroof project at 418 Railroad St. to Midstate Roofing & Coating at a cost of \$94,123 with additional installation of downspout at a cost of \$345.30 and either/both of two alternate fixes (should they be necessary) in the amounts of \$3,450 (Alternate #1) and \$5,150 (Alternate #2) made by Dean Girton, seconded by Dan Knorr; carried unanimously.

Broadband Committee

Tim Hippensteel relayed that Drive is finalizing a contract with ISP Centre Wisp to provide internet in Snyder, Union, and Northumberland counties. There are currently 193 internet customers, including numerous businesses and government entities. By the county, 136 are in Montour, 39 in Columbia, 8 in Union, 6 in Northumberland, and 4 in Snyder. SkyPacket is beginning a more aggressive local marketing campaign, with ads to be placed in The Daily Item. Additionally,

they've begun community outreach, donating WiFi hotspots in numerous locations throughout the region.

OLD BUSINESS:

Jeb Stotter remarked that he still intends to respond to Lance Diehl's inquiry about Drive's Conflict of Interest policy, but has not yet done so. No other Old Business was mentioned.

NEW BUSINESS:

Jennifer Wakeman announced the resignation of Business Outreach Manager Betsy Reichenbach. Her last day at Drive will be October 22, 2021. Betsy thanked the Board of Directors for their support, and the Board reciprocated thanking Betsy for her service to Drive.

Executive Session

Board adjourned to Executive Session at 9:16.

Board returned from Executive Session at 10:03am. Jeb Stotter reported that the Executive Session was held to discuss legal matters and that no action or votes were taken at this time.

At 10:04am, Jeb Stotter made a motion to adjourn.

NEXT MEETING: The DRIVE Board meets again on November 3rd, 2021 at 8:30 a.m. at 418 Railroad Street, Danville

Respectfully Submitted,

Dean Girton, Secretary