



MEMBERS PRESENT:

Alan Neuner, John Uehling (via Zoom), James Pachuki, Jeb Stotter, Jeff Erdly, Leslie Temple, Dan Knorr, Dave Park, Jennifer Wakeman, Susan McGarry, Joe Kantz, Trevor Finn, Chris Young

MEMBERS ABSENT:

Justin Ross, Jeff Reber, Sam Schiccatano

GUESTS PRESENT:

Karen Hackman (DRIVE counsel/RHP Law Firm), Tim Hippensteel (Project Manager), Amanda Craig Bradley (Business Outreach Manager), Aidan McDonald (Facilities Manager), Amanda Schell (Administrative Assistant).

The meeting was called to order by Jeb Stotter at 8:32am.

MINUTES:

Jeff Erdly noted the omission of his attendance in the May 4th minutes.

May 4th 2022 Board Meeting Minutes: Motion by Jeff Erdly to accept the minutes with the addition of his name to reflect him as present, Al Neuner seconded the motion; carried unanimously.

TREASURER'S REPORT:

Dan Knorr presented the Treasurer's Report. He noted a significant increase on the Balance Sheet from last month due to the addition of infrastructure assets per the auditor's request. Jennifer Wakeman pointed out additional income on the P&L from the buyer of the DRIVE plate shop and test center property paying \$10,000 per month to extend their sales agreement.

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

EXECUTIVE DIRECTOR'S REPORT:

Jennifer Wakeman reported that May was just as busy as April with public project announcements. Staff continue to work with the Encina team on project development and public relations. Turnout was plentiful and positive at the recent Q&A event in

Northumberland. Jennifer also met with Sen. Yaw and representatives from the Clemens Food Group to assist with their PennDOT grant application for rail development in Union County.

Wakeman thanked those who were able to attend the recent press conference held by Sen. Gordner announcing the donation of Sunbury Hospital to DRIVE. The Property Committee has already begun to work on managing the facility for development and looks forward to the insight and knowledge of Board member Jim Pachuki, who formerly served as CFO of Sunbury Hospital. Wakeman continued to report that she, along with Tim Hippensteel and Joe Kantz, recently attended the Focus Central PA Board meeting held in Lewistown at the MCIDC industrial complex. They received a tour of the revitalized space, which has been redeveloped in recent years.

Next Aidan McDonald provided an update on the renovation project that continues at the DRIVE office building. Tenants are beginning to fill the offices, one of whom is in the process of improving their space with additional work at their own expense.

Jennifer Wakeman announced that DRIVE was recently named Top Winner in the collaboration category of Central PA Business Journal's Non-Profit Innovation awards and will receive a commemorative plaque in honor of the recognition. She finished by relaying that she'll be out of the office on vacation for two weeks starting June 6th, but DRIVE staff will be available should the Board require anything in her absence.

BROADBAND COMMITTEE:

Trevor Finn introduced the proposed logo for the DRIVE broadband network that the Committee has been working on with the assistance of DRIVE staff.

Motion to approve the proposed logo for the broadband network made by Trevor Finn, seconded by Chris Young; carried unanimously.

Next, Tim Hippensteel discussed an issue with the network wherein a 'bottleneck' in the link between two towers is creating slow speeds on the network. The fix for this would add another microwave between two towers, thereby creating a 'ring link', and would cost less than \$15,000. Hippensteel reported that this would also increase capacity across the entire network. Dan Knorr inquired about the ownership of the system hardware and the possibility of drawing up a Memorandum of Understanding between DRIVE and Conxx regarding it.

Motion to approve payment of DRIVE's 50% portion of the bill to correct network 'bottleneck' in conjunction with a Broadband Committee-approved Memorandum of Understanding with Conxx made by Trevor Finn, seconded by Dave Park; carried unanimously.

NEW BUSINESS:

Jeb Stotter introduced the DRIVE Amended and Restated Articles of Agreement and By-Laws and asked if the Board had any comments or questions. Upon approval by the DRIVE Board, the Restated Articles of Agreement will be submitted to the five member counties for approval. Jennifer Wakeman noted that the Bylaws govern day-to-day DRIVE activities and can be amended with the approval of the Board. DRIVE counsel Karen Hackman noted her approval of the revisions to both the Articles of Agreement and Bylaws.

Motion to approve DRIVE's Amended and Restated Articles of Agreement and send to member counties for ratification made by Al Neuner, seconded by Dan Knorr; carried unanimously.

Motion to approve revisions to DRIVE By-Laws made by Dave Park, seconded by Jeff Erdly; carried unanimously.

Jennifer Wakeman reported that, due to its role as Grantee for Sivana Converting's RACP grant, the DRIVE Board must vote to both accept the grant and also to accept the Cooperation Agreement between DRIVE and Sivana Converting. As part of this Cooperation Agreement, Sivana Converting will be invoiced \$5,000 for administrative costs incurred by DRIVE as Grantee.

Motion to accept the RACP grant as Grantee for Sivana Converting and the Cooperation Agreement between DRIVE & Sivana Converting made by Leslie Temple, seconded by Trevor Finn; carried unanimously.

OLD BUSINESS:

Chris Young informed the Board that the audit of the Columbia County broadband network had been completed by BIG. Their report cites concerns about electrical grounding issues at some tower sites, as well as openings in towers that could allow animals or weather to affect the functionality of the tower. Jennifer Wakeman reported that the Broadband Committee has reached out to Conxx to inquire about these issues (and who will relay the concerns to their electrical sub-contractors) and will report their response to the Committee.

Jeb Stotter informed the Board that the July 6th, 2022 Board meeting would be cancelled. The meeting was adjourned at 9:08am.

NEXT MEETING: The DRIVE Board meets again on August 3rd, 2022 at 8:30 a.m. at 418 Railroad Street, Danville.

Respectfully Submitted,
Al Neuner, Secretary

Resolution to File Application By Applicant

The undersigned, Jebediah S. Stotter, board president of DRIVE, an economic development council of governments organized and established pursuant to Article 9 of the Constitution of the Commonwealth of Pennsylvania and Section 203 of the Pennsylvania Intergovernmental Cooperation Act ("DRIVE"), state that at a duly held meeting of the Board of Directors of DRIVE held on June 1, 2022, the following action was taken:

WHEREAS, DRIVE is an economic development council of governments serving the Central Susquehanna region of Pennsylvania;

WHEREAS, DRIVE is authorized by Section 3.00 C. of its Articles of Agreement to receive, administer and dispense funds from municipal, state, federal, or other sources to carry out its economic development functions;

WHEREAS, DRIVE has agreed to serve as a pass-through entity for the \$800,000.00 RACP grant awarded for Sivana Converting's project in the City of Sunbury, Northumberland County, which consists of the purchase of equipment for a bioplastics manufacturing facility.

AND NOW, the undersigned hereby consent to and adopt the following:

RESOLVED, that DRIVE and its representatives are authorized to file the RACP formal Application and Business Plan relating to the \$800,000.00 RACP award for the above referenced project.

RESOLVED, that the President, Vice President, Secretary, and Executive Director and any other such person as the board designates are authorized to execute and deliver such affidavits, agreements, and documents as are necessary to fully execute DRIVE's obligations for the above RACP administration.

This Resolution is executed this 1st day of June, 2022.

DRIVE

BY: _____

Jebediah S. Stotter, Chair