

MEMBERS PRESENT: Denny Hummer, Greg Cole, Dean Girton, Dr. John DeFinnis, Harold Hurst, Susan McGarry, Chris Young, Trevor Finn, Al Neuner, Lance Diehl, Dann Knorr, Jennifer Wakeman (Executive Director)

GUESTS PRESENT: Karen Blackledge, Jack Metzger, Bob Snyder Commissioner Ken Holdren, Aidan McDonald (Intern), Tim Hippensteel (Office/Project Manager)

The meeting was called to order by Denny Hummer at 8:30 a.m.

MINUTES:

- April 3 Regular Board Meeting: Motion by Lance Diehl to accept the April 3rd, Dean Girton seconded the motion; carried unanimously.

TREASURER'S REPORT

Dann Knorr presented the Treasurer's Report. He noted that the general checking account currently has an unusually high balance, but that the excess funds will soon be moved into the investment account. On the P&L report, he noted that there were some expenses related to the broadband account that were paid in April. He also noted that the invoices for the 2019 contributions were sent out in April.

Motion to approve the Treasurer's Report made by Harold Hurst, seconded by Dean Girton; carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Jennifer Wakeman presented the Executive Director's Report. In regard to railroad street, the RFP for the office building will be going out in May. Bids will be due on May 23 by 1:00. Related to the Multimodal Grant, meetings are being held with NSHR and the Rail Engineer to begin the work on the rail siding, which will happen before the access road. She noted that county will be handling the RFP for this work, DRIVE is acting as the administrator on the grant. The Danville Borough approved the variance for the Storeroom. The subdivision and easement for the access road are pending and are to be discussed at the May Borough Council meeting.

The Montour County broadband network is up and running. Currently, 2 ISPs have signed contracts, one of which is already serving. Research into future network expansions has already begun. Jennifer attended a broadband discussion in State College, which was attended by many stakeholders as well as Governor Wolf and Sheri Collins.

Jennifer was part of a NextGen meeting in April. Nextgen is an organization focuses on workforce growth and workforce development and is a collaboration of Labor and Industry and DCED.

At the end of April, Jennifer also attended the Pennsylvania Economic Development Association conference in Harrisburg, which consisted of several sessions and networking opportunities.

COMMITTEE REPORTS

Finance Committee

The Finance Committee has decided to put our investments at First Columbia, as they had the lowest fees. They met with an advisor from the bank to discuss options and details and have come up with an Investment Policy Draft for DRIVE based off templates provided by First Columbia.

Motion to approve the proposed DRIVE Investment Policy made by Dean Girton, seconded by Harold Hurst; carried unanimously.

Property Committee

The RFP for work at the office building will be sent out early in March. Susan has almost completed the packet. The RFP will be advertised twice in the newspaper. The pre-bid meeting will be held on May 9th at the 418 Railroad Street Office Building, and the bids will be due on May 23rd by 1:00 pm.

Motion to authorize the advertising of the RFP made by Al Neuner, seconded by Trevor Finn; carried unanimously. Susan McGarry abstained from voting.

The Boundary Line Agreement has been approved by the Rail Authority and Karen Hackman. There was a ½ ft encroachment that needed to be addressed. This will be recorded at the courthouse.

Motion to approve the Boundary Line Agreement made by Greg Cole, seconded by Harold Hurst; carried unanimously.

OLD BUSINESS

GDAIDC Community Foundation Fund

When the GDAIDC dissolved, they agreed to set aside funds for the Danville Foundation. DRIVE would be the sole recipient of the funds. The fund document requires that three Montour County DRIVE representatives be named to the Fund task force.

Denny Hummer adjourned the meeting at 9:06 a.m.

NEXT MEETING: The DRIVE Board meets again on June 5th, 2019 at 8:30 a.m. at the DRIVE Office.

Respectfully Submitted,

Dean Girton, Secretary