



MEMBERS PRESENT: Denny Hummer, Greg Cole, Dan Knorr, Dean Girton, Lance Diehl, Trevor Finn, Joe Kantz, Susan McGarry, Al Neuner, Dave Park, Jeff Reber, Jeb Stotter, Sam Schiccatano, Leslie Temple, Chris Young, Jennifer Wakeman (Executive Director)

MEMBERS ABSENT:

GUESTS PRESENT: Karen Hackman (Solicitor), Harold Hurst (Director Emeritus), Bob Snyder, Harry Mathias, Todd Tanner (Conxx), Bill Risse (Conxx), Tim Hippensteel (Project Manager), Betsy Reichenbach (Business Outreach Manager), Aidan McDonald (Facilities Manager).

Denny Hummer announced that an executive session and was held prior to the meeting. No actions or votes were taken.

MINUTES:

- January 6th 2021 Board Meeting: Motion by Dean Girton to accept the January 6th minutes, Leslie Temple seconded the motion; carried unanimously.

Nominating Committee

DRIVE solicitor Karen Hackman presided over officer nominations. Lance Diehl presented the slate of officers for 2021 as follows: Danny hummer, Chair; Jeb Stotter, vice chair; Dan Knorr, treasurer; Dean Girton, secretary. Attorney Hackman asked if there were ay further nominations beyond those above. Hearing none:

Motion for nominations to be closed made by Dave Park, seconded by Joe Kantz; carried unanimously.

Motion to direct the chair to cast a unanimous ballot in favor of the nominations of the nominating committee made by Dave Park, seconded by Joe Kantz; carried unanimously.

TREASURER’S REPORT

Dan Knorr presented the Treasurer’s Report.

As discussed previously, Dan pointed out checking account balances are looking more normal now that CARES Act funds have been expended for the broadband project.

On the profit and loss Dan pointed out some additional multimodal expenses this month and a

large expense for the railroad street insurance premium for 2021. Dan noted the addition of Sunbury textile to our profit and loss by class. We are still waiting on a \$117,000 reimbursement from DCED for the multimodal project grant. Included in the board packet was a breakdown of the Multimodal project expenses prepared by Jennifer Wakeman, which she briefly explained. The rail portion of the project, which included raising the main, three crossings, and adding a siding totaled \$758,000. The access road portion totaled \$649,000 dollars.

Motion to approve the Treasurer's Report made by Trevor Finn, seconded by Joe Kantz; carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Jennifer Wakeman presented the Executive Director's report. Jennifer Wakeman began by saying 2021 has been off to a busy start, with three site visits already conducted and more scheduled for the near future. Expansion of local companies has been on the rise as well.

Focus Central Pennsylvania is hosting an industrial development forum in June. The event was canceled last year due to COVID. The free event will cover a broad range of topics and feature a Keynote address by an executive from Shell discussing the development climate and their new cracker plant in western Pennsylvania.

Business and outreach manager Betsy Reichenbach has begun doing outreach visits, and has been attending ENGAGE and PREP partner meetings with the executive director. In future board packets she will be providing a monthly report of companies that have been visited and will briefly review her progress at board meetings.

Finally, Aidan and Tim have been working to update the DRIVE website, which is now live. A photographer took new photos of some of our properties and the region for inclusion on the site. The site also includes new pages for programs like the GSKIZ.

Broadband Committee

Denny Hummer transitioned the conversation to the broadband project. Denny reminded the board that this project has presented a multitude of challenges and delays, so the broadband committee asked the contractor to attend the board meeting today to answer some questions and bring the board up to speed on the current status of the project. Bill Risse and Todd Tanner of Conxx presented.

Bill Risse began by discussing some of the challenges faced in the project, site specific and tower control access, supply chain issues with small pieces and mounting hardware, weather related challenges, and delays waiting to hear back from local and state officials, and lack of available climbing crews due to COVID quarantines. Bill Risse said DRIVE has done everything they can to keep the project moving in a challenging circumstance.

Todd Tanner apologized for the delays with the project, but said supply chain delays have largely been resolved at this point. He went through a detailed presentation on the status of each tower in the network. In general, despite challenges and delays, many towers are relatively near completion, and will be ready to begin testing at many location by mid March.

Executive Committee

A draft of the new DRIVE employee handbook was included in the board packet for review. The handbook was prepared by the executive director in consultation with Tina Welch of Welch Performance Consulting.

Motion to approve the new employee handbook as presented made by Trevor Finn, seconded by Susan McGarry, motion carries.

Property Committee

DRIVE held a bid opening received eight bids for its office expansion project, which will give DRIVE an additional \$1,500 square feet of space. The low bidder was Bognet, Inc, with a base bid of \$49,333. The next lowest was HEPCO Construction, Inc with a base bid of \$49,921.

Motion to approve the DRIVE office expansion contract to Bognet, Inc made by Trevor Finn, seconded by Dan Knorr; Susan McGarry abstaining, motion carries.

Project Underground

DRIVE has received an offer to purchase the remainder of the industrial portion of the railroad street property. The property committee made a counter offer and has not yet received a response. Dave Park said he volunteered to go visit the Allentown area facility of the company with Jennifer Wakeman and Joe Kantz to learn more about the company and its operations. After discussion, the board decided to table the matter pending the site visit and further discussion with the company.

Motion to table the discussion pending the outcome of a site visit to a future board meeting or emergency board meeting made by Trevor Finn, seconded by Lance Diehl; carried unanimously.

Old Business

Denny provided a brief update on StartUp Danville. One of the companies that started in the incubator will likely be graduating from the program and renting space directly from DRIVE in the building. Since inception, StartUp Danville has managed six entrepreneurs in the space. We've seen \$120,000 in capital expenditures by these entrepreneurs and eight jobs created.

At 9:54 am, Dan Knorr made a motion to adjourn, seconded by Denny Hummer.

NEXT MEETING: The DRIVE Board meets again on March 3rd, 2021 at 8:30 a.m. via Zoom.

Respectfully Submitted,

Dean Girton, Secretary