



**MEMBERS PRESENT:**

Jeff Reber, Jeb Stotter, Trevor Finn, Al Neuner, Jeff Erdly, John Uehling, Susan McGarry, Dan Knorr, Dave Park, Justin Ross, Leslie Temple, Jennifer Wakeman

**MEMBERS ABSENT:**

James Pachuki, Sam Schiccatano, Joe Kantz, Chris Young

**GUESTS PRESENT:**

Karen Hackman (Solicitor), Tim Hippensteel (Project Manager), Amanda Craig Bradley (Business Outreach Manager), Aidan McDonald (Facilities Manager)

The meeting was called to order by Jeb Stotter at 8:34am.

Mr. Stotter asked for public comment on agenda items. Hearing none, he proceeded to the approval of minutes.

**MINUTES:**

- October 5, 2022 Board Meeting: Motion by Trevor Finn to accept the minutes, Dave Park seconded the motion; carried unanimously.

**TREASURER’S REPORT:**

Dan Knorr presented the Treasurer’s report. He noted that the balance sheet included deposits from Encina that will not be staying in the account. Per the loan requirement, they paid one year of rent, and that 9 months of deposits will come out of that into their account. On the P&L report, he noted that there was a grant fund passthrough of \$141,992.00 for Blaschak Coal, as well as a parcel sale at the Sunbury Hospital facility. In reviewing the P&L Budget performance report, Dan noted that the finance committee used this as a basis to form the draft 2023 operating budget. He stated that the total net income is ahead of where we projected for the end of September.

Motion to approve the Treasurer’s Report made by Al Neuner, seconded by Jeff Reber; carried unanimously.

**STAFF REPORTS:**

**Executive Director Report:**

Jennifer Wakeman provided the Executive Director’s report. She first provided the board with copies of the 2021 review from McKonly & Asbury. She stated that there was nothing of note in

the report and that it had been presented to the finance committee.

Jennifer then provided an update on the court case regarding the broadband expansion. The administrative law judge gave an initial opinion related to the case, and everything that needed to come down in DRIVE's favor did. He agreed that DRIVE must abide by Act 185 and that we did comply. Windstream and TDS argued that DRIVE didn't provide enough information in the initial Right of First Refusal, but there was nothing in the statute to support this. The administrative law judge agreed. Neither Windstream nor TDS responded within the 60-day window of DRIVE sending the letter. They also argued that DRIVE would need to provide another letter for every future expansion, but the judge stated that this was not the case for expansions within DRIVE's five counties. Jennifer stated that DRIVE has no intention of filing exceptions, but whether TDS or Windstream does is yet to be seen.

Jennifer participated in the Greater Susquehanna Valley Chamber Women's Leadership Symposium alongside Kim Wheeler, Col. Ann Furman and Leslie Temple that was led by Amber Amato de Guerrero of the Bucknell SBDC.

Focus Central Pennsylvania held its annual investor meeting at the Northeast Training Institute at the Lightstreet Business Park. Several investors including Norfolk Southern, Core Design Group, PPL, Mowery Construction, First Energy, and Norwood were in attendance. The investors were able to meet with the Focus partners to talk about projects, market indicators and trends in real estate, construction, and infrastructure.

DRIVE continues to work on several RACP grants. DRIVE completed a resubmission of Sivana Converting's RACP application and business plan, and processed payments for Blaschak Coal's RACP. Jennifer had dinner with members of Blaschak's team to celebrate the completion of their RACP project. Jennifer also mentioned that the Danville Area Community Center received a \$1,000,000.00 RACP grant in the latest round of awards.

Jennifer noted that a project list update was provided to the board, and that she anticipates that there will be action for the board next month relating to RFP responses for the Sunbury Hospital redevelopment.

Jennifer and Tim attended the PEDDA Fall Conference in State College in October, where Jennifer moderated a session on Rural Economic Development and DRIVE was awarded Project of the Year for the work done at the Sunbury Textile Mill.

Jennifer also attended the NREDA meeting in Albuquerque, NM. She noted that this conference is very valuable for the opportunity to meet with rural economic developers from across the country. DRIVE received the Organizational Excellence Award for the broadband project. Jennifer noted that both she and Amanda Craig Bradley were recognized, alongside other colleagues, in the PA Business Central list of Women Making a Difference.

## **COMMITTEE REPORTS:**

### **Finance Committee:**

Dan Knorr presented the draft 2023 Operating Budget to the board. Dan again noted that the P&L quarterly budget performance report was used as the basis for the draft budget. Justin Ross asked if the operating budget was focused on DRIVE without its properties, and Dan Knorr clarified that it was just focused on DRIVE and what it takes for the organization to operate. He noted that projects are broken down by category as live projects and those are separate from the operating budget. Justin asked if projects themselves had their own budgets. Jennifer Wakeman noted that the finance committee discussed breaking down project budgets moving into 2023. Leslie Temple stated that the committee had asked Jennifer to reach out to colleagues to discuss project budgeting practices of other organizations similar to DRIVE.

Dan Knorr opened the floor to other questions regarding the budget and offered that it could be voted on today or wait until the December meeting. Jeb Stotter stated that the budget had been reviewed by both the Executive Committee and the Finance Committee.

*Motion to approve the 2023 DRIVE operating Budget made by John Uehling seconded by Leslie Temple; carried unanimously.*

### **Nominating Committee:**

Dave Park presented the Nominating Committee report. The committee met on October 25 to discuss board positions in Columbia and Montour County. He noted that they are still working on finding a candidate for Columbia County, but they Megan Brosious was being nominated for Montour County. Megan is the Chief Administrative Officer at Geisinger and chairs the Geisinger Advisory Council. Dave stated that she was recommended by Dan Knorr and Commissioners Finn and Holdren.

*Motion to approve the nomination of Megan Brosious to serve as a Montour County representative on the DRIVE Board of Directors made by Dave Park, seconded by Leslie Temple; carried unanimously.*

## **OLD BUSINESS:**

Jeb Stotter inquired if there was any Old Business. Hearing none, he proceeded to New Business.

## **NEW BUSINESS:**

Jeb Stotter inquired if there was any New Business. Hearing none, he proceeded to Executive Session.

### **Executive Session**

The Board entered Executive Session at 9:17 am.

Jeb Stotter reconvened the public meeting at 9:33 am.

Jeb Stotter adjourned the meeting at 9:33 am.

**NEXT MEETING:** The DRIVE Board meets again on Wednesday, December 7th, 2022 at 8:30 a.m.  
at 418 Railroad Street, Danville

Respectfully Submitted,

Al Neuner, Secretary