



## DRIVE Board Meeting Minutes

April 5, 2023

**MEMBERS PRESENT:** Megan Brosious, Justin Ross, Dan Knorr, Dave Park, Joe Kantz, Jeff Erdly, John Uehling, Jeb Stotter, Jennifer Wakeman, James Pachuki, Sam Schiccatano, Chris Young

**MEMBERS ABSENT:** Jeff Reber, Leslie Temple, Bashar Hanna

### **GUESTS PRESENT:**

Tim Hippensteel (Project Manager), Amanda Craig Bradley (Business Outreach Manager), Aidan McDonald (Facilities Manager), Colleen McCollum (Administrative Assistant/Bookkeeper), Rebecca Dressler (Candidate for Montour Commissioner), Derl Reichard Jr. (Candidate for Montour Commissioner), Michael Marr (ENCINA Director of Government Relations & Compliance)

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

Mr. Stotter welcomed the board, and introduced guests then asked for public comment on agenda items. Hearing none he moved on to accepting last meetings minutes.

### **MINUTES:**

- March 1, 2023 Board Meeting: Motion by Chris Young to accept the minutes Jeff Erdly seconded the motion; carried unanimously.

**TREASURER'S REPORT:** Dan Knorr presented the Treasurer's Report. He highlighted that this will be the last month that the Railroad Street property shows up as an ongoing project, instead you will see it as an asset on the Balance Sheet moving forward.

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

### **STAFF REPORTS:**

**Executive Director Report:** Jennifer Wakeman appeared on WVIA's Keystone Addition to discuss world broadband on Monday April 3, 2023, the link has been shared on DRIVE's social media accounts and will be posted on the website. Project Blizzard: Sherwood Lumber completed the purchase of the remaining building on the DRIVE complex, their building permit has been approved and construction will start in the coming months. DRIVE will be getting an update on what Sherwood is looking for with jobs and investments. Amanda Craig Bradley was in

Youngstown Ohio in March for an ARC session and will be providing a full report on her experiences with these sessions. Her next session is in Abington Virginia in May. Tim and Jennifer will be attending PEDAs spring conference later this month. Michael Marr presented an update on the ENCINA Project, stating that even with the zoning denial for the height variance the project will continue. ENCINA is currently changing the plan to fit into the 50' height ordinance. Discussion ensued about the old and new height plan, permits that ENCINA might still need, and any hurdles ENCINA still may have. Sam Schiccatano informed Michael that if he needs help navigating to contact his office. Trevor Finn asked if ENCINA has sat down with Susquehanna River Keepers and Sierra Club to discuss these environmental issues they have. Michael informed the board that they had numerous conversations with them answering all their questions which is part of the reason why ENCINA wants a local office for the public and groups like them to come and ask all their questions right at the source.

#### **COMMITTEE REPORTS:**

**Property Committee:** Aidan McDonald reported on the PPL request for an easement on the Sunbury Hospital land the portion is on a slope, and nothing can be done with it anyway, PPL is offering a \$1,000.00 concession. Property committee has recommended the easement.

*Motion to approve PPL Easement and authorize Executive Director Jennifer Wakeman to sign required documents made by Joe Kantz, seconded by Chris Young; carried unanimously.*

**Broadband Committee:** Tim Hippensteel reported that Broadband Committee is looking to upgrade the traffic link between Geisinger rooftop and Baldtop in Montour County the link was initially established during the pilot network in Montour County. This is a critical link that feeds connections through the entire network, now that there are over 500 customers it's time to upgrade, or there could be a drop in speeds for customers. Conxx quoted for \$28,935.00 to upgrade the link.

*Motion to approve Conxx quote to upgrade traffic link between Geisinger rooftop and Baldtop in Montour County made by Trevor Finn, seconded by Dave Park; carried unanimously.*

#### **OLD BUSINESS:**

None.

#### **NEW BUSINESS:**

Presented by Jennifer Wakeman we have received an engagement letter from McKonly and Asbury for the 2022 Audit Review. Cost will be \$5,750.00 for reference last year was \$4,815.00 she suggests we move forward with McKonly for the 2022 review and later in conjunction with Finance Committee DRIVE should do an RFP for services for next year.

*Motion to authorize engagement with Mckonely and Asbury for the 2022 Audit Review made by Megan Brosious, seconded by Joe Kantz; carried unanimously.*

Next Jennifer presents the resolution for the RACP for the Danville Area Community Center, which says DRIVE board authorizes the finalization of the RACP to file the application. Trevor Finn asked how many RACP's Jennifer has done and do we charge administration fees for her doing these applications. Jennifer said she has completed 5-6 applications and yes, she is charging

administrative fees. These fees are built into the cooperation agreements. Dan Knorr and Jennifer both agreed that the first couple applications Jennifer completed DRIVE did not charge administrative fees but for all the rest she has.

*Motion to approve resolution for the Danville Area Community Center's RACP made by Trevor Finn, seconded by Dan Knorr; carried unanimously.*

Chris Young asked whether DRIVE had modeled its business hub after the tech center in Bloomsburg since they are struggling to fill their offices. Jennifer Wakeman and Aidan McDonald said no we created our own model and we have been consulting with the tech center about changing their current model.

Jeb Stotter adjourned the meeting at 9:09am.

**NEXT MEETING:** The DRIVE Board meets again on Wednesday May 3<sup>rd</sup>, 2023 at 8:30 a.m. at 418 Railroad Street, Danville PA 17821.

Respectfully Submitted,

Dave Park, Secretary