



DRIVE Board Meeting Minutes

June 5, 2024

MEMBERS PRESENT: Dave Park, Joe Kantz, Justin Ross, Megan Brosious, Jeff Reber, Jennifer Wakeman, Matthew Rousu, Jeb Stotter, Sam Schiccatano, Dean Brewer, Leslie Temple, Mike Thomas

MEMBERS ABSENT: Jeff Erdly, Trevor Finn, John Uehling, Bashar Hanna

GUESTS PRESENT:

Tim Hippensteel (Project Manager), Amanda Craig Bradley (Business Outreach Manager), Aidan McDonald (Facilities Manager), Colleen McCollum (Administrative Assistant/Bookkeeper), Sarah Bower (Intern), Karen Hackman (Solicitor), Harry Lewis (Community Member)

The meeting was called to order by Jeb Stotter at 8:31am.

Mr. Stotter welcomed the board then asked for public comment on agenda items. Hearing none Jeb Stotter moved on to Executive Director's Report.

EXECUTIVE DIRECTOR'S REPORT: Jennifer Wakeman presented the Executive Director's Report regarding staff activities for the last month. She highlighted site tours, Connect Humanity Grant, ARISE Grant, and Aidan completed the InBIA Entrepreneurship Certification. Jennifer introduced Sarah Bower, DRIVE's Intern.

MINUTES:

- May 1, 2024 Board Meeting: Motion by Mike Thomas to accept the minutes, Joe Kantz seconded the motion; carried unanimously.

TREASURER'S REPORT: Megan Brosious presented the Treasurer's Report. A budget comparison report will be provided at the next meeting showing the budget vs actual for the first half of the year.

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

PROPERTY COMMITTEE REPORT: Aidan McDonald presented the Property Committee Report

regarding asbestos abatement bidding. There were 6 bidders averaging \$600,000.00, the lowest \$247,000.00. The project consultant, ECS, investigated the lowest bid amount and concluded that the project would be impossible to complete for that cost and time frame. This bid was thrown out and recommend taking the next lowest bid of \$519,000.00.

Motion to approve 2nd lowest bidder Reclaim Company made by Jeff Reber, seconded by Dave Park; carried unanimously.

Aidan presented the roof project for the Railroad Street office; the project will be funded by the appropriations earmark awarded earlier in the year. This is a partial roof project to replace what was not completed in the earlier roofing project. Property Committee is recommending putting the project out to bid. Jennifer explained that this is not a reimbursement project, appropriations money is directly deposited into a non-interest-bearing account and this project will be fully covered by the appropriations money.

Motion to approve putting the roof project out to bid made by Dave Park, seconded by Mike Thomas; carried unanimously.

Jennifer presented the MOU for project Cascade. Karen Hackman, DRIVE's solicitor brought up concerns with MOU.

Motion to table MOU and send back to Property Committee for revision made by Dave Park, seconded by Leslie Temple, carried unanimously.

FINANCE COMMITTEE REPORT: Jennifer Wakeman presented the Finance Committee Report. She presented the authorization to seek bridge financing to do the asbestos abatement at the Sunbury Hospital. Bridge financing will be used rather than internal funds such as DRIVE's investments or operating capital.

Motion to authorize bridge financing made by Mike Thomas, seconded by Leslie Temple; carried unanimously.

The Board went into executive session for legal and property matters at 9:03am and ended at 9:22am.

The Board returned to normal session at 9:22am.

OLD BUSINESS: None.

NEW BUSINESS: Public comment by Harry Lewis who spoke on hydro-electric power.

Jeb Stotter adjourned the meeting at 9:27am.

NEXT MEETING: The DRIVE Board meets again on August 7, 2024 at 8:30am at 418 Railroad Street, Danville PA 17821.

Respectfully Submitted,

Dave Park, Secretary