



DRIVE Board Meeting Minutes
May 6, 2026

MEMBERS PRESENT: Dave Park, Matthew Rousu, Tessa Applegate, Joe Kantz, Jeb Stotter, Alex Zimmerman, Trevor Finn, Jeff Reber, Sam Schiccatano, Dean Brewer, Mike Thomas, Matt Bower, Leslie Temple, Jennifer Wakeman

MEMBERS ABSENT: John Uehling, Tony Reed

GUESTS PRESENT:

Tim Hippensteel (Program Director, Blueprint Development Corporation), Aidan McDonald (Entrepreneurship Program Manager)

The meeting was called to order by Jeb Stotter at 8:32am.

Mr. Stotter welcomed board members and opened the floor for public comments. *"The DRIVE board welcomes input from the public on agenda items at this time. Comments unrelated to the agenda will be heard at the end of the meeting and are subject to a five minute time limit."*

Hearing none Jeb Stotter moved to introduce new board member Matt Bower of Don E. Bower Construction.

Mr. Stotter presented the Meeting Minutes from the previous Board meeting and called for a motion to approve them.

MINUTES:

- April 1, 2026 Board Meeting: Motion by Mike Thomas to accept the minutes, Alex Zimmerman seconded the motion; passed unanimously.

TREASURER'S REPORT: Mike Thomas presented the Treasurer's Report. He highlighted on the P&L report that DRIVE had received mining checks for Point Township. He also noted that a new software for grants had been purchased that will be paid out over three payment, and that the summer landscaping contract had been paid for the Sunbury Hospital property.

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

EXECUTIVE DIRECTOR'S REPORT: Jennifer Wakeman presented the Executive Director's Report, highlighting staff activities from the past month. Jennifer and Tim attended the Annual Spring Pennsylvania Economic Development Association conference in Harrisburg, where Jennifer serves on the EDC Committee.

Jennifer provided updates on several projects including the current Sales Agreement on the Milton property, updates on the Sunbury Hospital, submitting the final report for the ARISE ARC Grant, the completion of DRIVE's portion of the PA Smart Grant through the CSIU, and the RACPs that are currently underway. In addition, several office building improvement projects are being completed using the remainder of the Appropriations money received from Senator Casey. She also informed the Board that the Mom's Dutch Kitchen building near the former Days Inn property in Valley Township had been demolished, clearing a roadblock for development.

In addition to project updates, Jennifer noted that she had been quoted in a New York Time article on health care as economic development, as Montour County has the highest concentration of health care employees per capita in the US. She also noted that she met with Geisigner's new VP for Government Relations and they will continue to look for ways to partner.

The Board was then informed of the upcoming Regional Investors Council meeting, as well as upcoming staff vacation time.

OLD BUSINESS: None

NEW BUSINESS:

LIVIC Civil Proposal: LIVIC Civil Engineering submitted a proposal for phase 1 of the PA Sites Grant. Andy Keister, who has done civil engineering for DRIVE in the past, is running point on the project with Tim Hippensteel of Blueprint Development Corporation. Jennifer noted that all expenses of the proposal are reimbursable by the Grant. There was discussion that DRIVE should negotiate invoices being due within 60 days rather than the proposed 30, given the 45-day timeline for reimbursement.

Motion to accept the LIVIC Civil Phase 1 proposal and authorize the Executive Director to execute required documents, with a change in the payment schedule from 30 days to 60 days made by Matthew Rousu, seconded by Mike Thomas; carried unanimously, with an abstention by Trevor Finn.

Lee & Associates: The Executive Committee met with Lee & Associates to discuss their interest in marketing Point Township. Jennifer noted that Lee & Associates has had success at Great Stream Commons in Union County, with Union County Commissioner Jeff Reber stating that he has been very happy with them.

Motion to accept the Listing Proposal from Lee & Associates and authorize the Executive Director to execute required documents made by Mike Thomas, seconded by Trevor Finn; carried unanimously, with an abstention from Leslie Temple.

PUBLIC COMMENT ON NON-AGENDA ITEMS: None

Jeb Stotter adjourned the meeting at 9:10am.

NEXT MEETING: The DRIVE Board meets again on June 3, 2026, at 8:30am at 418 Railroad Street, Danville PA 17821.

Respectfully Submitted,

Dave Park, Secretary