



DRIVE Board Meeting Minutes

August 6, 2025

MEMBERS PRESENT: Dave Park, Jeff Erdly, Joe Kantz, Jennifer Wakeman, Trevor Finn, Jeb Stotter, John Uehling, Sam Schiccatano, Dean Brewer, Mike Thomas

MEMBERS ABSENT: Justin Ross, Megan Brosious, Jeff Reber, Matthew Rousu, Bashar Hanna, Leslie Temple

GUESTS PRESENT:

Tim Hippensteel (Program Director, Blueprint Development Corporation), Amanda Craig Bradley (Business Outreach Manager), Aidan McDonald (Entrepreneurship Program Manager), Colleen Patterson (Office Manager), Karen Hackman Esq. (Solicitor), Mark Burke (MYNDDSET)

The meeting was called to order by Jeb Stotter at 8:30am.

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 accept last meeting minutes.

MINUTES:

- June 4, 2025 Board Meeting: Motion by Mike Thomas to accept the minutes, Joe Kantz seconded the motion; passed unanimously.

TREASURER’S REPORT: Jennifer Wakeman presented the Treasurer’s Report. She highlighted the Balance Sheet, noting the remaining appropriations balance of \$57,000. She explained that a budget modification will be submitted to replace the Mini-splits, with the remaining funds allocated for operations. On the Profit & Loss report, she pointed out the \$42,000 designated for Focus payroll, which has not yet been paid in full. Lastly, she reported that utility costs for the Sunbury Hospital continue to decline since most of the electricity was turned off.

Motion to approve the Treasurer’s Report made by Dave Park, seconded by Mike Thomas, carried unanimously.

EXECUTIVE DIRECTOR’S REPORT: Jennifer Wakeman presented the Executive Director’s Report, highlighting staff activities from the past month. She noted participation in the Greater Susquehanna 16th luncheon, KIZ initiatives, grant work, partner and government visits, and brownfield cleanup efforts with SEDACOG. She also reported that the DRIVE Metrics Book has been completed and attached, and that a new projects page is now live on the website.

MYNDDSET PRESENTATION: Mark Burke and Jennifer Wakeman presented an update on the work the RIC has completed so far and what is to come with the group.

OLD BUSINESS:

PA SITES APPLICATION RESOLUTION: Jeb Stotter and Jennifer Wakeman provided an update on the grant. They reported that sewer cannot be brought to the site; however, the portion of land located in the flood zone can be raised to move it out of the floodplain, and a water tower can be constructed on-site to support a future fire suppression system. The application requesting \$6,037,800, is due at the end of September. During discussion, Joe Kantz asked where the water tower would be located. Jennifer explained that Livic Civil has prepared a drawing, though she did not recall the exact location, and will provide that information to the board. Dave Park asked if there was a time limit on selling the land after the work is completed. Jennifer responded that there is no time limit, reimbursement occurs within 45 days after work is completed and paid, and permitting is expected to take approximately nine months.

Motion to execute resolution of PA Sites Application made by Mike Thomas, seconded by John Uehling; carried unanimously.

NEW BUSINESS:

RATIFICATION OF BEAD GRANT APPLICATION: Jennifer Wakeman presented the ratification of the BEAD grant application. She reported that Skypacket/Connx has requested DRIVE serve as the administrator for the grant. If awarded, an MOU with Skypacket will outline all responsibilities. The project is intended to reach remote locations that cannot be served with fiber. The application requesting \$2,354,559, was due August 1st and was approved by the Executive Committee. Jeb Stotter asked if there could be community fallout if the completed work is not viewed as necessary. Jennifer acknowledged this as a possibility and noted the importance of highlighting the project's specific scope, explaining that while the funding will not resolve the region's entire broadband issue, it will address a portion of it.

Motion to approve ratification of BEAD Grant Application for Skypacket/Connx made by Trevor Finn, seconded by Dave Park; carried unanimously.

FOCUS CENTRAL PA BOARD SEAT NOMINATION: Jennifer Wakeman presented Jason Hunt Economic Development Professional of PPL for the vacant Northumberland County seat for

Focus.

Motion to nominate Jason Hunt for Focus board seat made by Dave Park, seconded by Mike Thomas; carried unanimously.

The Board went into Executive Session for legal and property matters at 9:30am.

The Board returned to Normal Session at 9:47am, Jeb Sotter stated no action is recommended at this time.

Jeb Stotter adjourned the meeting at 9:47am.

NEXT MEETING: The DRIVE Board meets again on September 3, 2025 at 8:30am at 418 Railroad Street, Danville PA 17821.

Respectfully Submitted,

Dave Park, Secretary