



## NORTH CENTRAL PENNSYLVANIA REGIONAL PLANNING and DEVELOPMENT COMMISSION

49 Ridgmont Drive, Ridgway, PA 15853

Phone: (814) 773-3162

Fax: (814) 772-7045

### North Central Board Meeting Wednesday, April 26, 2023 – 9:30 AM

#### Members – via Zoom

Ann Losey	Cameron County
Cliff Clark	Cameron County
George Salter	Cameron County
Dave Glass	Clearfield County
Jodi Brennan	Clearfield County
Kristy Smith	Clearfield County
Tracy Gerber	Elk County
Padraic McGrath	Elk County
Jeff Pisarcik	Jefferson County
Jim Sleigh	Jefferson County
Carol Duffy	McKean County
Richard Fry	McKean County
Susan Zook-Wilson	McKean County
Abbi Peters	At-Large PA Wilds
Pam Streich	At-large Workforce Solutions
Jill Martin-Rend	At-large BC3@Brockway
Carolyn Newhouse	At-Large Bradford Alliance

#### Staff - via Zoom

Jim Chorney  
Amy Kessler  
Ed Matts  
Samantha Mitchell  
Shelly Caggiano  
Jenn Hibbard  
Mary Lou Jessop

#### Guests

Brian Stockman                  Ridgway Record

Chair Ann Losey called the meeting to order at 9:30 AM with the pledge to the flag.

#### **QUORUM/INTRODUCTIONS**

Roll call was taken and there was a quorum for the meeting.

#### **NEW BUSINESS**

##### Resolution 23-04-3095 – Change in North Central Healthcare Provider

Due to North Central's not being eligible for the large group insurance through Highmark, North Central would be placed in the small group market for healthcare upon our renewal in July 2023.

Therefore, Sam began gathering quotes from our current broker as well as outside brokers, along with exploring the option of going through CCAP for health insurance.

Once it was determined that our best option for insurance would be through CCAP Health Alliance, we began the process of joining the CCAP Health Alliance. However, due to some eligibility issues that were uncovered through the initial process with CCAP, it was determined North Central does not qualify to become a member of CCAP.

However, CCAP tried to help remedy the situation and explained they believed North Central could still receive the same insurance coverage by going directly through Delaware Valley Health Trust (DVHT), as DVHT is the actual health trust that the CCAP Health Alliance members go through. Therefore, everything about the proposal, rates, coverage, etc. would remain the same. The only difference would be that North Central would not be affiliated with CCAP.

DVHT did a thorough look at our eligibility and it came back we are still eligible for go through DVHT, and we would still get the same benefits as we have now. After looking at everything, DVHT is still our best option. It's only a 3% increase, which is really good for North Central and the employees, while retaining the nice coverage we have. We are not giving anything up to try to make sure we are getting the best rate for North Central. The employees aren't getting any major cuts in their insurance and coverage, so it should be a seamless process changing carriers.

Ann stated that Cameron County went with the DVHT two years ago and has very good coverage and the county is very happy with them.

Sam added that DVHT offers good customer service on the administrative side of things and for the employees. DVHT has a wellness program that is going to be free to our employees to take advantage of where if they do their preventative maintenance and wellness visits, the employee will get paid for doing those things. It's nice to be able to offer that type of extra added benefit at no extra cost to North Central.

Chair Losey called for a motion to pass Resolution 23-04-3095 which gives Jim the authority to sign North Central into the contract with DVHT.

Sam added the resolution was something that DVHT required us to have done allowing Jim to sign the agreements and proceed forward to allow us to hit our July 1 renewal.

Jeff Pisarcik moved to pass Resolution 23-04-3095 which gives Jim the authority to sign North Central into the contract with DVHT, seconded by Tracy Gerber. Motion unanimously passed.

#### Update on awarded Safe and Accessible Roads for All (SS4A) Regional Safety Action Plan

We applied as the region for one of the Federal Transportation Infrastructure Bill programs which was the Safe Roads for All. We applied for the action plan and were one of several that received that money. We received \$240,000 with a \$60,000 match, so \$300,000 for a regional study. This was approved a few months ago and Federal Highway is still getting their feet wet on agreements with everyone, but specifically with us right now. We are hoping to be able to enter into an agreement

with USDOT soon. We've gone back and forth and looked at what their contract to us is. It will be a routine contract for Jim to sign whenever their legal people are finished looking at it. We had to fill in missing information, and our hope is to be live and start doing the RFP consultation process to bring a consultant to do some in-depth safety work, in the June period. It will run for about 18-24 months. Once that plan is done, then we are now eligible, as a region, to go after implementation funds for any projects that are identified in this regional safety plan.

### Building Committee Update

The Building Committee met on April 12 to discuss the building renovations. We received the estimate from the engineer. We did our diligence and answered a few questions regarding financing and whether we could afford the payment that would come with the proposed renovations. After going through all that, the recommendation from the Building Committee is to move forward with soliciting official requests for bids for the purpose of constructing the proposed building/office renovations to the Teleconference Room. That is their recommendation. There were a few concerns regarding the lease term and how long the agreement was with Keystone Rural Health. Jim spoke with Kristy, their executive director, and she would be willing to even more into a 10-year lease from the five-year lease we currently have.

The recommendation from the Building Committee is to basically put it out for bid.

Chair Losey called for a motion to accept the recommendation of the Building Committee as presented.

Dave Glass moved to accept the recommendation of the Building Committee as presented, seconded by Richard Fry. Motion unanimously passed.

### Loans

Jenn presented the following loans for Board approval.

Vollmer Tar & Chip, Inc., St. Marys, Elk County, has requested a loan in the amount of \$65,000 from the State Small Business Credit Initiative (SSBCI) for 10 years at 4%, for building construction of a 60' x 50' building for additional shop space needed for repairs and maintenance of larger vehicles and equipment, as well as storage to protect vehicles and equipment from weather damage. North Central's collateral will be mortgage on property located at 24 and 40 Vollmer Road, St. Marys, subject to the mortgage of CNB Bank, as well as the personal guarantees of Glenn and Angie Vollmer. Six full-time and two part-time jobs will be retained.

Chair Losey called for a motion to approve the loan to Vollmer Tar & Chip, Inc.

Pam Streich moved to approve the loan to Vollmer Tar & Chip, Inc., seconded by Padraic McGrath. Motion unanimously passed.

Anytime Lunchtime LLC, St. Marys, Elk County, has requested a loan in the amount of \$60,000 from the SSBCI for 15 years at 4%, for purchase of building, improvements and equipment. Purchase real

estate that is currently occupied through a lease purchase agreement, replace flooring, install air conditioning and purchase a convection oven. North Central's collateral will be mortgage on property located at 306 State Street, St. Marys, subject to the mortgage of CNB Bank, UCC-1 filing on business assets, as well as the personal guarantees of Adam and Velichka Azzato. Three full-time jobs and three part-time jobs will be retained, and one full-time and one part-time jobs will be created within three years.

Chair Losey called for a motion to approve the loan to Anytime Lunchtime LLC.

Carol Duffy moved to approve the loan to Anytime Lunchtime LLC, seconded by Dave Glass. Motion unanimously passed.

Elker Inn & Suites LLC, Ridgway, Elk County, has requested a loan in the amount of \$150,000 from the SSBCI for 15 years at 4%, for purchase of building, improvements and equipment. Renovation and conversion of property to a 16-unit boutique hotel that will consist of two suites, four king rooms, ten queen rooms, common lobby and parking lot with 25 spaces. North Central's collateral will be mortgage on property located at 324 Allenhurst Avenue, Ridgway, subject to the mortgage of Citizens & Northern Bank, UCC-1 filing on business assets (Elker Inn & Suites and JARG Holdings), as well as the personal guarantees of Josh Amacher and Randy Geci. Two full-time and one part-time jobs will be created within three years.

Chair Losey called for a motion to approve the loan to Elker Inn & Suites LLC.

Abbi Peters moved to approve the loan to Elker Inn & Suites LLC, seconded by Padraic McGrath. Motion unanimously passed.

The French Press LLC, St. Marys, Elk County, has requested loans in the amount of \$50,000 from the SSBCI for 15 years at 4% and \$50,000 from the Economic Development Administration Revolving Loan Fund for 15 years at 4% for renovations, purchase of equipment and working capital. Start-up costs for the establishment of a new restaurant café including property purchase and renovations /improvements, equipment, furniture and fixtures, inventory and working capital. North Central's collateral will be mortgage on real estate located at 811 South St. Marys Street, St. Marys, subject to the mortgage of CNB Bank; UCC-1 filing on all business assets, as well as the personal guarantees of Laura and Daniel Poulliott. Two full-time and two part-time jobs will be created within three years.

Chair Losey called for a motion to approve the loans to The French Press LLC.

Pam Streich moved to approve the loans to The French Press LLC, seconded by Kristy Smith. Motion unanimously passed.

The Microloan Review Committee met on April 14 and reviewed the following loan to be approved by the North Central Board of Directors:

Allegheny Adventure Rentals LLC, Kane, McKean County, has requested a loan in the amount of \$32,500 from the USDA Microloan for 5 years at 5%, for purchase of building and equipment. Start-up costs for e-bike/bike rental business located on Rail to Trails, including purchase of storage shed,

installation of electricity to shed, purchase 12 bikes, furniture and fixtures and working capital. North Central's collateral will be UCC-1 filing on all business assets, as well as the personal guarantees of Justin and Hannah Payne and Paul and Ariel Eastman. Two jobs will be created within three years.

Chair Losey called for a motion to approve the loan to Allegheny Adventure Rentals LLC.

Abbi Peters moved to approve the loan to Allegheny Adventure Rentals LLC, seconded by Jill Martin-Rend. Motion unanimously passed.

Jim has been approached by Keystone Rural Health asking a few questions. They want to increase their presence as far as signage is concerned out at the road and potentially some other spots within the building. They would like to pay for that and do it themselves. We are currently working with their staff and the Borough to find out what we can do as far as increasing the signage for them; and once we determine that, and if it is acceptable to the Borough, we are going to go ahead and work with them to increase the signage out front. They have also approached us about redoing the landscaping around the front of the building. Again, this is something they are willing to do at their cost. Jim just wanted to make the Board aware of this.

The next meeting will be on Wednesday, May 24, and will be in person and hybrid.

With it being Professional Administration Day, Jim thanked Mary Lou for all the work she does for the Board and Commission.

Carolyn Newhouse stated that Leadership McKean will be hosting Mark Perna at Pitt Bradford on Friday, May 5 from 2-4 PM. He will be speaking on 'Unleashing Passion, Purpose and Performance in Younger Generations.'

For further information log into Leadership McKean at <http://leadershipmckean.weebly.com>

## **ADJOURN**

With no other business, Chair Losey called for a motion to adjourn the meeting. Carolyn Newhouse moved to adjourn the meeting, seconded by Kristy Smith. The meeting adjourned at 10:00 AM.

Respectfully submitted,

Padraic McGrath, CPA  
Secretary/Treasurer