



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, December 13, 2023 – 9:30 AM

Members – via Zoom

Ann Losey	Cameron County
Dave Glass	Clearfield County
Kristy Smith	Clearfield County
Matt Quesenberry	Elk County
Tracy Gerber	Elk County
Eric Wolfe	Elk County
Jeff Pisarcik	Jefferson County
Jim Sleigh	Jefferson County
Carol Duffy	McKean County
Tom Kreiner	McKean County
Richard Fry	McKean County
Susan Zook-Wilson	McKean County
Nancy Grupp	Potter County
Will Hunt	Potter County
Jill Martin Rend	At-Large BC3@Brockway
Carolyn Newhouse	At-large Bradford Area Alliance

Staff - via Zoom

Jim Chorney
Amy Kessler
Ana Slavik
Ed Matts
Chris Perneski
Julie Kasmierski
Mary Lou Jessop

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

2024 Meeting Dates

Following are the dates for the 2024 Board Meetings. These meetings will be held on the fourth Wednesday at 9:30 AM and will be virtual and/or in person, except for November and December where the meetings have been moved ahead due to the Thanksgiving and Christmas holidays.

January 24
July 24

March 27
September 25

May 22
November 20

The following meetings will be held, if necessary, at 9:30 AM and will be virtual:

February 28
August 28

April 24
October 23

June 26
December 18

Chair Losey called for a motion to approve the 2024 meeting dates as presented.

Will Hunt moved to approve the 2024 meeting dates as presented, seconded by Jeff Pisarcik. Motion unanimously passed.

Purchases

We are requesting approval to renew the Office 365 licenses at a cost of \$6,384 per year for 35 licenses. This will be broken down by each program and has been budgeted and approved for.

Dave Glass moved to approve the renewal of the Office 365 licenses at a cost of \$6,384 per year for 35 licenses, seconded by Nancy Grupp. Motion unanimously passed.

Governance Committee Update and Recommendation

The Governance Committee met on December 5 and the following are the recommendations from that Committee:

1. The recommendation is to accept the following 2024 Slate of Officers:
Chair – Dave Glass (Clearfield County)
1st Vice Chair – Matt Quesenberry (Elk County)
2nd Vice Chair – Jeff Pisarcik (Jefferson County)
Secretary/Treasurer – Joe Haines, CNB Bank (Elk County)

For the Board's information, it is in our By-laws that we go alphabetically by county for the officers. It is a process we have identified; but we still must go through the formal process of nominations.

2. The recommendation is to accept the reappointment of Carolyn Newhouse as an At-large Board member for a term of three years effective January 1, 2024.

Chair Losey called for a motion to accept the recommendations of the Governance Committee to accept the Slate of Officers for 2024 and the reappointment of Carolyn Newhouse as an At-large Board Member.

Jeff Pisarcik moved to accept the recommendations of the Governance Committee to accept the Slate of Officers for 2024 and the reappointment of Carolyn Newhouse as an At-large Board Member, seconded by Nancy Grupp. Motion unanimously passed.

Building Committee Update

Ed gave a brief update as to what has transpired since the November Board meeting. We are currently negotiating the price to bring the cost down to below our cap. There was some miscommunication

on Hallstrom's part. They are resolving that this week. Hopefully we will be ready to begin construction after the start of the new year. They are willing to work with us to get the price where we need it to be.

We accepted the lowest bid at the time we accepted bids, and this is now us negotiating with them to adjust the materials that are being used to get us to where the loan was approved at.

When asked if we talked to legal about moving forward this way, Ed stated the engineer and everyone reviewed that and that was their recommendation to accept the lowest bid and negotiate with them after the fact. If we negotiated with them before we accepted the bid, we would have had to negotiate with everyone.

This will lower the bottom-line cost. We are trying to get it under \$250,000. They were slightly over, and we are trying to get it below that \$250,000 threshold. It doesn't seem like it is going to be a huge issue to get them under this threshold.

Ann stated we had conversations with the contractor and engineer to bring us down under, correct.

Ed said that is correct. We had a meeting with Hallstrom and the engineer to discuss that and they have a few other ideas if it's not quite enough to get the price down.

Loans

As Jenn was travelling, Chris gave the details of the loan for the Board to approve.

McDermott Welding Incorporated, Kersey, Elk County, has requested loans in the amount of \$250,000 from the USDA Intermediary Relending Program for 15 years at the rate of 4% and \$100,000 from the Appalachian Regional Commission Revolving Loan Fund for 15 years at the rate of 4% for building construction. Construction of an 11,000 square foot building addition for additional manufacturing space needed to complete jobs for customers. North Central's collateral will be second mortgage on real estate, subject to the first mortgage of First Commonwealth Bank, as well personal guarantees of the owners. Twelve full-time jobs will be retained, and three new full-time jobs will be created within three years.

Chair Losey called for a motion to approve the loan to McDermott Welding Incorporated.

Carol Duffy moved to approve the loan to McDermott Welding Incorporated, seconded by Richard Fry. Motion unanimously passed.

GOOD OF THE ORDER

Regarding the DCED LSA Call for Projects Grant, Jim announced that our Community Development Department played a role in submitting 37 applications totaling \$11,580,212.10 for municipalities within our six-county region. Additional information is in the December mid-month report which will be sent out shortly.

Our next meeting will be Wednesday, January 24, 2024 and will be hybrid.

Jim introduced our new HR Director, Ana Slavik, who started with us on December 11. Welcome aboard, Ana.

Before adjourning the meeting, Ann reminded the Executive Committee to stay on the call for the Executive Committee meeting following this meeting.

ADJOURN

With no other business, Chair Losey called for a motion to adjourn the meeting. Jeff Pisarcik moved to adjourn the meeting, seconded by Dave Glass. The meeting adjourned at 10 AM.

Respectfully submitted,

Padraic McGrath, CPA
Secretary/Treasurer