

Meeting Minutes
January 10, 2019
Perry County Economic Development Authority

Attendees: Rich Pluta, Patti McLaughlin, Shawna Weller, Russ Hoover, Duane Hertzler, Dawn Lowe, Kevin Fitzpatrick, Brenda Watson, John Gerner, Morgan Tressler, Jim Fuller, Marti Roberts, Derek Whitesel, Frank Campbell

Absent: Mike Lawler, Steve Peters, June Reisinger

Excused: Paul Rudy, Greg Gordon, Emory Yoder

Guests: Melanie Wertz, Karen Anderson, Jason Finnerty

Call to Order: The Annual Meeting of the Perry County Economic Development Authority was called to order at 8:03am

Election of Officers:

Shawna Weller made a motion to nominate the following list of candidates for office positions of the Perry County Economic Development Authority for the year 2019:

Martha Roberts, Chair	Russ Hoover, Assistant Secretary/Treasurer
Morgan Tressler, Vice Chair	Frank Campbell, At Large Member
John Gerner, Secretary	Rich Pluta, At Large Member
Patti McLaughlin, Treasurer	

Kevin Fitzpatrick seconded the motion. The motion was approved by a voice vote.

The Annual Meeting was adjourned, and the regular meeting was called to order at 8:04am

Public Comment:

Jason Finnerty advised that four land development plans have been submitted for review so far this year, which is about a half of the number submitted by this time in 2018. This represents seven dwelling units – more units on fewer lots. Mr. Finnerty reported that he met with the county’s Hazard Mitigation Steering Committee last week and has met with Miller and Greenwood Townships. He is trying to talk to all municipalities to get 100% participation in the development of this plan. Frank Campbell advised that he serves on Tri-County Regional Planning Commission and has attended several meetings recently.

Secretary’s Report: John Gerner presented the minutes of the December 13, 2018 meeting which had been distributed in advance to all board members with the package of materials for this meeting. Dawn Lowe made a motion to approve the minutes, Morgan Tressler seconded the motion. Frank Campbell said his name should be included in the excused absence list. The motion to approve the minutes as corrected was approved by a voice vote.

Treasurer’s Report: Patti McLaughlin presented the Management Report prepared by Robert Morris & Co. for the period ending December 31, 2018. Shawna Weller proposed a motion to approve the Treasurer’s Report as presented, Jim Fuller seconded the motion. Michelle Jones noted that the payment to Kitchen Table Consultants approved at the December meeting had not

yet been disbursed since the question raised by Marti Roberts regarding one of the expenses claimed had only recently been resolved. This payment will now be approved for release. The motion was approved by a voice vote. Patti McLaughlin presented the revision to the Authority's bylaws which was approved during the December meeting that increased the spending limit that required board approval.

Chair Report: Marti Roberts advised as follows:

- The County Commissioners at their December 31, 2018 meeting approved the reappointment of Emory Yoder, Jim Fuller, Brenda Watson, and Paul Rudy to the Authority's Board for another 5 years beginning January 1, 2019.
- KTC have updated their work plan. The current focus is on outreach to farmers. We have three dates scheduled to talk to farmers directly and volunteers are needed to help staff these events. Ms. Roberts asked all board members to review the survey form we will be using to gather input and provide comments as soon as possible. Patti McLaughlin told about meeting at the Penn State Extension office on Presidents Day and suggested being at Representative Keller's breakfast event and the Bonsall's event. We will also have the surveys available at all four libraries. A press release and an article in Farm Bureau newsletter are also planned to encourage farmers to complete the survey.
- With respect to the DCED grant funding which provides \$10,000 to the Perry County Fair water and sewer project, we sent a letter to the fair board clarify how we can distribute funds – we can pay invoices directly, but we cannot give the funds to them (a 501c3 organization). They have requested meeting to discuss this proposal further. We have until June 2020 to distribute the funding. We have also scheduled meetings with the local libraries to see how we can invest in improving their broad band services. Kevin Fitzpatrick talked about the extensive internet-based services offered by Lancaster county libraries that we should investigate.
- Branding update – the video that has been developed to date is intended to be used “internally” in county to explain what we're doing. We plan to show video at the upcoming township supervisors meeting in February. In response to a comment from Kevin Fitzpatrick that the video does not mention the significant talent in the county that commutes. Rich Pluta mentioned that the skills of our workforce are included in the brand statement and will be in the second video. In response to a question from John Gerner, Michelle Jones advised that an ad hoc committee is working on a second video that would be focused on external markets. Michelle advised that she recently received a website development and brand activation proposal that outlines how a multi-faceted website can be developed to promote the county. She said that the proposal itself is too expensive but lays out how to launch a brand. Michelle said she will be sending RFQs out to agencies for brand launch proposal.

Opioid Roundtable: Morgan Tressler went through the details of the planned event on Thursday, January 17, 2019 from 9 to 11am at the Family Life Center near Newport. Flyers have been developed and are available for distribution. The event has also been posted out on social media sites. Morgan said that all panelist have confirmed their participation and a press release has been issued. Suggestions for topic ideas are still welcome.

Staff Report: Michelle Jones noted that many of the items she was going to talk about have already been discussed, but offered the following:

- PREP discussion at their meeting in December highlighted the worker shortage currently being experienced in the south-central PA area.
- Ms. Jones reported she has been attempting to get bonding and insurance coverage quotes for two types of insurance – Business Owners coverage and Directors and Officers coverage. It has been taking a long time to get the quotes back and she is finding a significant difference in the quotes provided by our current carrier and other providers (\$1596 from Cupp and \$1197 from Dean Reisinger) and (\$1100 from Cupp and \$670 from Dean Reisinger). Rich Pluta proposed a motion to authorize Ms. Jones to spend up to \$1500 for insurance coverage for the year based on the best value she can find. Derek Whitesell seconded the motion and it was approved by a voice vote without dissent.
- Ms. Jones advised that a name tag design has been developed and she will collect the \$5 from each Board member that wants a name tag.
- Ms. Jones said she has gotten several estimates for the required annual audit and will forward additional information.
- Dawn Lowe discussed labor report that was included in packet which highlights openings by employer and work type in the county. Employers are posting job opportunities on multiple websites. No construction jobs now but will be in April.

Old business: None

New Business: None

Announcements:

- Frank Campbell advised that the Howe Township KOZ has been approved by DCED.
- A grant application has been submitted to the PA Dairy Investment Fund by the Perry County Economic Development Corporation for funding for a feasibility study of three potential dairy processing plant sites.
- Newport School District will be meeting with EDSI about career development, and PCEDA will be at the meeting.
- Mock interviews are coming up for Newport students and he encourages participation by PCEDA board members in these interviews. All four school districts have different procedures for mock interviews. Loysville Youth Development Center is doing this now too and modeling NSD
- Rich Pluta advised that CPARC is applying for grant money to purchase CPC training dummies and they have requested a letter of support from Chamber and EDA. Patti McLaughlin proposed a motion to authorize Michelle Jones to compose and send a letter of support regarding this effort. John Gerner seconded the motion and it was approved by a voice vote without dissent.
- Dawn Lowe advised that they (EDSi) are planning a spring job fair in Newport and they are looking for employers who would like to participate/have openings.
- Russ Hoover announced that the Friends of Clarks Ferry Tavern will be having a meeting tonight in Duncannon borough office. They are looking into putting together a grant request for a \$13,000 master plan.

- Frank Campbell distributed flyers for the proposed Perry County Bicentennial Plaza to be built in the Lynn Shaeffer Dum Memorial Park in Spring Township.

Public Comment: Karen Anderson noted that a number of people have asked the County Commissioners for public funding for libraries, but the Commissioners have contended the public does not approve of the use of county funds for libraries based on the results of a referendum 15 years ago. Ms. Anderson suggested the Commissioners could hide the money they would donate in something else (i.e., Literacy Council money) so the public doesn't see it. She recommended that PCEDA ask commissioners. Jason Finnerty noted that funding for libraries was 11th priority in the survey conducted for the last Comprehensive Plan update. Karen thinks the libraries need a perception boost.

Derek loves Marysville Rye library. Most funding comes from selling passports, not borough funding (\$8000). See what libraries needs are and funding mechanisms currently are. Derek volunteered to help.

Patti moved to adjourn. Rich second