

## April PCEDA Minutes

Present: Marti Roberts, Patti McLaughlin, Emory Yoder, Kevin Fitzpatrick, Jim Fuller, Morgan Tressler, Dawn Lowe, Rich Pluta, June Reisinger, Shawna Weller, Frank Campbell, Paul Rudy, Derek Whitesel, John Gerner, Michelle Jones, Jason Finnerty

Excused Absence: Russ Hoover, Brenda Watson, Christie Young, Duane Hertzler, Mike Lawler

Absent: Steve Peters, Greg Gordon

Meeting Called to order by Chair Marti Roberts at 8:09 a.m.

**Public Comment:** Jason Finnerty, Perry County Planner advised that 28 applications for subdivision and land development plans totaling 159 lots have been presented for consideration so far this year - 132 of them in one development. Commercial plan for Shermans Dale, behind Dollar General. Mr. Finnerty noted that he met with the PCEDA Comp Plan workgroup last Thursday, 4/5 to continue to review progress on meeting goals set out in the county's Comp Plan. **Mr. Finnerty advised that he has a schedule conflict for next month's meeting date and will provide some alternate dates for that meeting.**

**Secretary Report:** John Gerner presented the minutes of last month's meeting that had been circulated in advance of this meeting. Frank Campbell made a motion to approve the minutes. Patti McLaughlin noted that Morgan Tressler should be added to the attendance list. Patti McLaughlin motioned to accept the minutes as amended, Frank seconded the motion. Motion approved.

**Bylaws:** John Gerner noted that revisions to the Authority's Bylaws had been prepared but acknowledged that they had not been distributed in time for all to consider adequately. It was noted that two thirds of full Authority membership was needed to approve any bylaw changes. While 14 members were present, John suggested we table approval to give everyone a chance to review more thoroughly. John briefly reviewed the revisions he'd made to the bylaws. Rich Pluta moved we table the vote until next month, Kevin Fitzpatrick seconded. Motion carried.

**Treasurers report:** Patti McLaughlin presented the Treasurer's report that reflects a current account balance of \$49,439 that had been posted in the Authority Dropbox and noted that \$1550 in normal monthly expenses had been paid since our last meeting. Kevin Fitzpatrick made a motion to approve the report, Dawn Lowe seconded. Motion approved.

A question was raised about the report during last month's meeting that the County auditors had completed their review and was this sufficient to submit to DCED. Michelle Jones stated that the only question the auditors had was in regard to the installation of a new lock on the front door which was answered to their satisfaction. We will be send a copy to the state for our report.

**Chair report:** Marti discussed the **Rural Business Development Grant** request currently being prepared and highlighted the need to start getting letters of support to include with the grant application. Marti noted that she had earlier sent a draft of the scope of work for the grant which can be used to solicit letters. In recognition of USDA emphasis areas dealing with opioid addiction and natural gas production, we proposed to convene opioid roundtable discussions and present information on local/state resources available to address the issue. We will ensure collaboration with the county's District Attorney and the local drug task force as part of our outreach. The major work element of this grant proposal is to

implement the marketing recommendations from the branding study. Based on a recent meeting with USDA's State Director, they are not interested in approving RDBG grants for planning or research, but rather actual efforts to improve rural economies. June Reisinger suggested we include something about addressing food insecurity and rural isolation issues that may play into opioid use. A detailed description of the proposed scope of work and funding will be prepared and circulated along with a sample letter of support. The grant application is due April 30, the letters are needed before then.

Marti then talked about the **Local Food Promotion Program** – We will apply for a planning grant. We're trying to create a local/regional food economy. Marti supplied a brief narrative of the study's four phase process and a template for letters of collaboration needed from those who would be willing to be a part of the study process. We will have a conference call Friday to gather more detailed information on the study and its cost. This grant application is due May 7<sup>th</sup>. Patti McLaughlin suggested we add Perry County Literacy Council and Join Hands Ministry to the list of potential collaborators. It was suggested that Bread of Life and the Perry County Food Bank could be collaborators, as well as the Cooperative Extension. Frank Campbell said he will reach out to the Extension office. Rich Pluta will look into what local markets/stores might be included. John Gerner will talk to Stanley Mutzabaugh. Marti will contact Intag – the aquaponics group in Steelton - for a collaboration letter. Kevin Fitzpatrick will talk to the Literacy Council about a collaboration letter. Other collaboration options include the county prison and some of the local assisted living facilities in the county. Kevin Fitzpatrick will talk to the administrators at Stonebridge. Kevin will also talk to Espresso Yourself in Newport about a letter. Frank Campbell agreed to contact Bread of Life.

John Gerner made a motion to approve a resolution prepared by Rich Pluta that authorizes the Authority to apply for the RDBG grant. Patti McLaughlin seconded the motion. Motion carried. Kevin Fitzpatrick moved to authorize an application for the Local Food Promotion Program under the USDA, June Reisinger seconded. Motion carried.

Marti Roberts described the recent tour of the facilities of Intag Systems down in Steelton. A group of 11 board members/staff toured the learning facility at the Steelton Highspire school on April 4<sup>th</sup>. The system involved a closed loop of tilapia and plants in a greenhouse to create a local food source. They also have a "digester" that they're trying to patent to process the fish waste to convert into fertilizer. Rich Pluta suggested we write a formal thank you letter to them for all they did to host our tour.

Marti Roberts discussed her presentation at Chamber Dinner last weekend.

**The on-site work of the Branding Study will be getting underway May 21-23 and work to set up the round table meetings will need to be done in the near future. We'll have to also schedule a public session for input.** Frank Campbell offered to help set up this schedule of events.

Marti Roberts plans to make a presentation on PCEDA first quarter activities and accomplishments to the Perry County Commissioners.

PCEDA Liability Insurance: The County has agreed to cover the Authority under its umbrella liability insurance policy through calendar year 2018. The insurance carrier is looking into their ability to cover the Authority under the County's insurance program in the future and what that coverage would cost going forward past 2018. It is estimated that the Authority might have to pay as much as \$1200 per year to obtain coverage on its own.

Education Update: Kevin Fitzpatrick made a motion to support Certificate of Employability program, Morgan Tressler seconded, motion carried. Patti McLaughlin made a motion to authorize a letter of support for the Teachers in the Workforce grant application. June Reisinger seconded the motion. Motion carried.

Dawn Lowe discussed the upcoming job fair sponsored by Newport Assembly of God, Bread of Life Outreach in Partnership with EDSI. on May 10<sup>th</sup>. Michelle Jones will send flyers to each **school districts and board members, as well as posting the event on facebook.**

**New Business:** Farm Fest planning meeting April 16<sup>th</sup> at 7 at Extension. Farm Bureau is excited to have Bill and Marti host the event on September 22.

Brenda Benner will be attending the Dairy Health Report Roundtable in State College on Tuesday, the April 24<sup>th</sup> 8:30 a.m. There are 5 sessions – we are welcome to attend. Check Center for Dairy Excellence website. Shawna Weller advised that another session has been added in Carlisle, April 27<sup>th</sup> at Hoss's steak house. Michelle Jones will find information on this new session and email it out.

Marti Roberts attended the Governor's Rural Advisory Council as a guest. There was discussion about the state of fire departments locally and their challenges to get volunteers properly certified. Morgan Tressler mentioned 2 year waiting list to get into the training academy in Harrisburg.

John Gerner asked if PCEDA got an invite for SBA director visit. Rich Pluta advised that the event was sponsored by the National Federation of Independent Business in Harrisburg.

Should the minutes reflect who agreed to do what?

Frank Campbell had a meeting in Newport with some school board and Howe Township officials to discuss the KOZ proposal. Shaun Donovan and Tyler Good, Solicitor for Howe Township/school board and commissioners also were in attendance. Conversation will continue. Howe Township has approved. School was interested in LERTA program.

Paul reported the Penn Township Supervisors approved KOZ but the Susquenita School Board voted it down, without comment.

Kevin Fitzpatrick made a motion to adjourn, Patti McLaughlin seconded. Motion carried.