



SEDA-Council of Governments
Board of Directors
Virtual Meeting Minutes
Wednesday, January 27, 2021
Start Time: 1:00 P.M.

MEMBERS

County	Member	Present
Centre	Commissioner Mark Higgins	✓
	Ms. Lisa Strickland	✓
Clinton	Commissioner Jeffrey Snyder	✓
	Mr. Steve Stevenson	✓
Columbia	Commissioner Richard Ridgway	✓
	Mr. George Forese	✓
Juniata	Commissioner Mark Partner	✓
	Mr. Scott Fritz	✓
Lycoming	Commissioner Scott Metzger	✓
	Mr. Howard Fry III	✓
Mifflin	Commissioner Kevin Kodish	✓
	Mr. Jim Shilling Jr.	✓
Montour	Commissioner Kenneth Holdren	✓
	Mr. Brian Wiktor	
Northumberland	Commissioner Samuel Schiccatano	✓
	Mr. Greg Klebon	
Perry	Commissioner Brenda Watson	
	Mr. Larry Reisinger	✓
Snyder	Commissioner Joseph Kantz	✓
	Mr. Dennis Van Benthuyzen	✓
Union	Commissioner Preston Boop	✓
	Ms. Char Gray	✓

STAFF

Kim Wheeler, Mike Fisher, Rose Orner, Amanda Owens, Betsy Lockwood, Doug Wilburn, Kristen Moyer, Mandy Fox, Jim Saylor, Bo Hornberger, Liz Herman, Jeff Stover, Tina Showers

GUESTS

None

CALL TO ORDER

The SEDA-COG Board of Directors virtual meeting was called to order at 1:05 p.m., by President Partner.

MEETING MINUTES

Commissioner Snyder moved for approval of the December 2, 2020 meeting minutes as presented. Commissioner Kodish seconded the motion, and the motion carried unanimously.

Introduction and Ratification of Kim E. Wheeler, AICP

Commissioner Ridgway moved to ratify the hiring of Ms. Kim E. Wheeler, AICP, as the new Executive Director of SEDA-Council of Governments. Commissioner Higgins seconded the motion, and the motion carried unanimously.

President Partner introduced Ms. Kim E. Wheeler, AICP, as the new Executive Director of SEDA-Council of Governments. Ms. Wheeler provided an overview of her background and her priorities for the organization.

OPEN FORUMOpportunity for Public Comments

No public comment was offered.

Non-Agenda Items of General Interest to the Members

Commissioner Kantz shared that the first meeting of the Act 12 Election Reform Committee is scheduled to take place Thursday, January 28, 2021. The meeting can be viewed on the Joint State Government Commission website - [JSGC Public Website \(state.pa.us\)](http://www.jsgc.state.pa.us).

OLD BUSINESS

Nothing was offered under Old Business.

NEW BUSINESSCertification of SEDA-COG Board Members

President Partner presented the list of SEDA-COG Board Members for certification. Each county in the SEDA-COG region appoints one Commissioner and a second representative to serve on the SEDA-COG Board. The Board consists of twenty-two members.

The County Commissioners from each County recommended the following individuals for certification to the SEDA-COG Board:

County	Representatives
Centre	Commissioner Mark Higgins Lisa Strickland, Ferguson Township Supervisor
Clinton	Commissioner Jeffrey A. Snyder Steve Stevenson, Lock Haven City Councilman
Columbia	Commissioner Rich Ridgway George Forese, S&B Foundry, owner
Juniata	Commissioner Mark Partner Scott Fritz, Pennian Bank, President & CEO
Lycoming	Commissioner Scott L. Metzger Howard W. Fry III, Fry's Fire Systems, owner
Mifflin	Commissioner Kevin P. Kodish James Shilling Jr., Retired

Montour	Commissioner Kenneth A. Holdren
	Brian Wiktor, Members Choice Financial Credit Union, Chief Lending Officer
Northumberland	Commissioner Samuel J. Schiccatano
	Greg Klebon, State Farm Insurance Representative
Perry	Commissioner Brenda Watson
	Larry Reisinger, retired
Snyder	Commissioner Joseph E. Kantz
	Dennis Van Benthuyzen, Colonial Furniture, President
Union	Commissioner Preston R. Boop
	Char Gray, East Buffalo Township Manager

Commissioner Holdren moved to approve the Board Member certifications as presented. Ms. Strickland seconded the motion, and the motion carried unanimously.

Appointment of the Personnel Committee, Finance Committee, and the Equal Opportunity Officer

President Partner recommended the appointment of the following Board Members to the Personnel Committee, Finance Committee, and to the post of Equal Opportunity Officer:

Personnel Committee

George Forese (Chairman), Commissioner Rich Ridgway, Jim Shilling, Jr., Brian Wiktor

Finance Committee

Scott Fritz (Chairman), Commissioner Mark Higgins, Commissioner Kevin Kodish

Equal Opportunity Officer

Steve Stevenson

Mr. Shilling moved to approve the recommendations as presented. Ms. Gray seconded the motion, and the motion carried unanimously.

Appointment/Endorsement of the Local Development Corporation (LDC) Members

President Partner requested the SEDA-COG Board of Directors appoint/endorse the Local Development Corporation Members, which consists of the twenty-two-member SEDA-COG Board, four Local Loan Review Committee (LLRC) representatives, and two or more individuals representing the additional counties covered by the SBA-504 Program. Appointments are for one year, and officers of the Corporation are the same as those serving the SEDA-COG Board of Directors.

County	SEDA-COG Board Members
Centre	Commissioner Mark Higgins
	Lisa Strickland, Ferguson Township Supervisor
Clinton	Commissioner Jeffrey A. Snyder
	Steve Stevenson, Lock Haven City Councilman
Columbia	Commissioner Rich Ridgway
	George Forese, S&B Foundry, owner
Juniata	Commissioner Mark Partner
	Scott Fritz, Pennian Bank, President & CEO
Lycoming	Commissioner Scott L. Metzger
	Howard W. Fry III, Fry's Fire Systems, owner

Mifflin	Commissioner Kevin P. Kodish James Shilling Jr., Retired
Montour	Commissioner Kenneth A. Holdren Brian Wiktor, Members Choice Financial Credit Union, Chief Lending Officer
Northumberland	Commissioner Samuel J. Schiccatano Greg Klebon, State Farm Insurance Representative
Perry	Commissioner Brenda Watson Larry Reisinger, retired
Snyder	Commissioner Joseph E. Kantz Dennis Van Benthuyesen, Colonial Furniture, President
Union	Commissioner Preston R. Boop Char Gray, Easy Buffalo Township Supervisor
LLRC Representatives	
Paul Caimi, Woodlands Bank, Commercial Lender	
Harold Hurst, District Office Manager, Representative Kurt Masser	
Corbett Monica, Retired	
Stephen Phillips, Retired	
SBA 504 Program, Expanded Area	
Jeffrey Hollenbach, Susquehanna Community Bank, Executive Vice President/Senior Relationship Manager and Senior Loan Officer	
John D. Yoder, Service First Credit Union, Market Manager	

Mr. Van Benthuyesen moved to approve the Local Development Corporation appointments/endorsements as presented. Mr. Fry seconded the motion, and the motion carried unanimously.

Appointment of SEDA-COG Board Members to the SEDA Foundation, Inc.

The sixteen-member SEDA Foundation, Inc. Board is made up of eleven representatives appointed by their respective County Commissioners and five representatives appointed by the SEDA-COG Board. SEDA Foundation Members also serve on the Local Loan Review Committee (LLRC) and the Comprehensive Economic Development Strategy (CEDS) Committee.

President Partner recommended the reappointment of the following five representatives from the SEDA-COG Board, to the SEDA Foundation, Inc. Board of Directors (all appointments are for one-year terms): Commissioner Preston Boop, Commissioner Mark Higgins, Commissioner Jeff Snyder, Mr. Brian Wiktor, and Mr. Steve Stevenson.

Commissioner Holdren moved to approve the SEDA Foundation, Inc. recommendations as presented. Commissioner Kantz seconded the motion, and the motion carried unanimously.

Appointment of the SEDA-COG Local Loan Review Committee (LLRC) At-Large Members

President Partner presented the Local Loan Review Committee (LLRC) appointments for Board approval. The LLRC is made up of the sixteen SEDA Foundation, Inc. members plus six technical At-Large Representatives. The At-Large Representatives serve for one-to-three-year terms.

President Partner recommended reappointing Stephen Phillips, Corbett Monica, Paul Caimi, Harold Hurst, and Jeffrey Hollenbach as At-Large Representatives on the Local Loan Review Committee.

Commissioner Kodish moved to approve the Local Loan Review Committee appointments as presented. Mr. Shilling seconded the motion, and the motion carried unanimously.

Approval of Meeting Dates for 2021

President Partner referred the Board Members to the list of proposed Meeting Dates for 2021.

Mr. Fry moved to approve the Meeting Dates for 2021 as presented. Ms. Gray seconded the motion, and the motion carried unanimously.

Signature Authorizations, Resolution 2021-01

President Partner presented Resolution 2021-01, which seeks to appoint Kim E. Wheeler, AICP, Executive Director, as a designee to execute checks, contracts, and documents on behalf of the Board. In the event Ms. Wheeler is not available, Mike Fisher, Assistant Executive Director, would be the designee.

Commissioner Snyder moved to adopt Resolution 2021-01 as presented. Mr. Stevenson seconded the motion, and the motion carried unanimously.

IMC Board Appointment, Resolution 2021-02

President Partner presented Resolution 2021-02, which seeks to designate a representative to the IMC Board of Directors and the Executive Committee. This role is filled by either the Executive Director or a designee of the Executive Director. The Resolution would appoint Ms. Wheeler to the IMC Board and Executive Committee.

Commissioner Holdren moved to adopt Resolution 2021-02 as presented. Commissioner Kantz seconded the motion, and the motion carried unanimously.

UC Trust Participation Agreement, Resolution 2021-03

President Partner presented Resolution 2021-03 to the Board of Directors. The UC Trust Board of Trustees and the CCAP Board of Directors recently approved changes to the UC Trust Agreement and Declaration of Trust, which serves as the bylaws for the program, governs operational issues, and establishes the obligations, responsibilities, and authority of the UC Trust, the Board of Trustees, and Members. The Trust is requiring all Members and county related entities, of which SEDA-COG is one, to approve the updated Participation Agreement.

Ms. Strickland moved to adopt Resolution 2021-03 as presented. Mr. Fry seconded the motion and the motion carried unanimously.

Local Loan Review Committee Report

Cleveland Pork, Inc.

Mr. Doug Wilburn, Director of the Business Finance Program, presented the request for a \$400,000 PIDA loan to Cleveland Pork, Inc. and Joel D. and Sarah M. Knoebel. Joel and Sarah Knoebel operate a 4,400 head hog barn near Elysburg, PA under the entity Cleveland Pork Incorporated. These funds are requested

to construct a 4,800 head hog finishing building. This will be in addition to the existing 4,400 head barn that has been in operation for several years and was upgraded in 2017 after a portion of the building was destroyed due to a collapse from heavy snow.

Mr. Shilling moved to approve a \$400,000 PIDA loan to Cleveland Pork, Inc. and Joel D. and Sarah M. Knoebel for a term of 15 years at an interest rate of 1.00% fixed interest rate for a seven (7) year period set at the 10-year treasury yield. After seven years, the rate will reset to the then-current 10-year treasury yield. The reset rate is limited to a 200 basis point increase/decrease. The reset rate is then fixed for the duration of the loan. Based on the current 10-year treasury yield, the rate for the initial (7) year period is 1.00%. Mr. Fritz seconded the motion, and the motion carried unanimously.

Lauver's Family Traditions Restaurant, LLC

Mr. Wilburn presented the request on behalf of Charlene M. Lauver, who is seeking to finance the purchase of the Shaffer Restaurant and Soft Serve located in Port Trevorton, PA. The total cost of the project is \$217,500. Ms. Lauver has twelve years of experience as a co-owner and operator of a restaurant, currently the Rise and Shine in Mt. Pleasant Mills. She has three years of experience as a sole owner/operator after her husband passed away. Charlene sold the restaurant three years ago.

Commissioner Kantz moved to approve a \$90,000 EDA COVID-19 loan to Lauver's Family Traditions Restaurant, LLC for a term of 20 years at 3.25% fixed for the life of the loan. Mr. Fritz seconded the motion and the motion carried unanimously.

Rosini Carbon Co., Inc.

Mr. Wilburn presented the requested on behalf of Rosini Carbon Co. Inc. (RC) for a \$500,000 SEDA-COG EDA COVID-19 loan for a term of 20 years at 2.5% fixed for the life of the loan. Rosini Carbon Co. Inc realized reduced sales, increased costs and limited supplies due to the COVID-19 pandemic. The business is looking to refinance bank debt. This project will reduce their overall monthly expenditures due to a reduced interest rate and extended term, which will allow more operating cash for future expansion both in job creation and facility systems.

Commissioner Holdren moved to give final approval for a \$500,000 SEDA-COG EDA COVID-19 loan to Rosini Carbon Co. Inc., for a term of 20 years at 2.5% fixed for the life of the loan. Mr. Shilling seconded the motion, and the motion carried with Commissioner Kantz abstaining.

Shamokin Filler Co., Inc.

Mr. Wilburn presented the request on behalf of Shamokin Filler Co., Inc. for a \$500,000 SEDA-COG EDA COVID-19 loan for a term of 20 years at 2.5% fixed for the life of the loan. Shamokin Filler Co., Inc., began in 1957 as a company that provided carbon fillers for plastic battery cases. They bought and processed the very fine sized anthracite coal that could not be sold for any other purpose. Over the years, Shamokin Filler has evolved and today it provides many types of carbons for a number of applications in varied industries (steel, glass, foundries, etc.). In 2009, ownership of Shamokin Filler was transferred to the children of Don and William.

Mr. Shilling moved to give final approval for a \$500,000 SEDA-COG EDA COVID-19 loan to Shamokin Filler Co Inc, for a term of 20 years at 2.5% fixed for the life of the loan. Mr. Fritz seconded the motion and the motion carried unanimously.

Robert W. Simcox, dba Bob's Lectrified

Mr. Wilburn presented the request for a \$50,000 EDA COVID-19 loan to Robert W Simcox, dba as Bob's Lectrified, for a term of ten years at 3.25% fixed for the life of the loan, along with a \$20,000 EDA COVID-19 loan for a term of three years at 3.25% fixed for the life of the loan. Mr. Simcox has owned the Lock Haven Hometown Store since 2003. Robert purchased his commercial building at 559 High Street, Lock Haven, PA 17754 in 2012, which allowed him to expand his store. In 2020, Robert started Bob's Lectrified, which sells and services motorcycles, scooters, ATV's and E-bikes; and is now looking to finance the purchase of new equipment, parts and inventory for his business, as well as working capital.

Commissioner Kodish moved to approve the request for a \$50,000 EDA COVID-19 loan to Robert W Simcox, dba as Bob's Lectrified, for a term of ten years at 3.25% fixed for the life of the loan and a \$20,000 EDA COVID-19 loan for a term of three years at 3.25% fixed for the life of the loan. Commissioner Higgins seconded the motion and the motion carried unanimously.

William Penn Cabinetry, LLC

Mr. Wilburn presented the request for a \$500,000 SEDA-COG EDA COVID-19 loan to William Penn Cabinetry LLC, for a term of three years at 3.25% fixed for the life of the loan. No payments will be required for the first six months. The loan will continue to accrue interest during that time. Following the deferment, the loan will be amortized over three years, with a balloon at the final payment to include the deferred interest.

William Penn Cabinetry LLC was founded in July 2019 by Maurice R Brubaker. Maurice is 100% owner of the company. William Penn Cabinetry LLC manufactures cabinets for residential and commercial businesses. The plant consists of cutting rooms, sanding rooms, finish rooms, assembly rooms and a warehouse. William Penn invested heavily in state-of-the-art equipment to produce top quality products efficiently and consistently.

Commissioner Kantz moved to give final approval for a \$500,000 SEDA-COG EDA COVID-19 loan to William Penn Cabinetry LLC, for a term of three years at 3.25% fixed for the life of the loan. No payments will be required for the first six months. The loan will continue to accrue interest during that time. Following the deferment, the loan will be amortized over three years, with a balloon at the final payment to include the deferred interest. Commissioner Metzger seconded the motion, and the motion carried unanimously with Mr. Van Benthuisen abstaining.

Wynn Tec, Inc.

Mr. Wilburn presented the request for a \$50,000 SEDA-COG EDA COVID-19 loan on behalf of Wynn Tec, Inc. for a term of three years at 3.25% fixed for the life of the loan. No payments will be required for the first six months of the loan. The loan will continue to accrue interest during that time. Following the deferment, the \$50,000 loan will be amortized over three years, with a balloon at the final payment to include the deferred interest. Wynn Tec, Inc is an S Corporation, formed in January of 2015. The operation started as a sole proprietorship in 2006. Wynn Tec, Inc specializes in rebuilding, modifying, and repairing heavy equipment and vehicles. The operation specializes in servicing equipment manufactured

by Roadtec and Iron Power House Equipment. Besides construction vehicles, Wynn Tec also performs work on recycling equipment, such as compactors, balers, shredders, and sheers.

Wynn Tec Inc is requesting \$50,000 in working capital to purchase supplies and inventory, as well as operating expenses for upcoming jobs in 2021. The COVID-19 pandemic forced statewide shutdowns across the Northeast and Mid-Atlantic regions of our country, which had an impact on the number of trucks and heavy equipment being utilized by Wynn Tec Inc's customers. With fewer trucks and heavy equipment being used, there were fewer companies in need of repairs and modifications.

Mr. Van Benthuisen moved to give final approval for a \$50,000 SEDA-COG EDA COVID-19 loan to Wynn Tec, Inc. for a term of three years at 3.25% fixed for the life of the loan. No payments will be required for the first six months of the loan. The loan will continue to accrue interest during that time. Following the deferment, the \$50,000 loan will be amortized over three years, with a balloon at the final payment to include the deferred interest. Mr. Stevenson seconded the motion, and the motion carried unanimously.

BBLB Company dba Julie's Coffee

Mr. Willburn presented the request on behalf of BBLB Company, owned by Brandon Hugo and Matthew Gilberti, for a \$70,000 SEDA-COG EDA COVID-19 loan, for a term of five years at 3.25% fixed for the life of the loan. They are seeking to finance the purchase of Julie's Coffee and the business assets therein, located in Williamsport, PA. Included with the purchase is all furniture, equipment, and inventory of Julie's Coffee.

Julie's Coffee is a staple in the downtown business district in Williamsport. The café has been in business for nearly 25 years serving gourmet beverages and food to the downtown business district. The shop is located in a convenient area of downtown Williamsport, allowing both area residents and workers to visit the shop before, during and after work each day of the week. Julie's Coffee is a turnkey operation, and the current owners are working alongside Matthew and Brandon on the transition.

Commissioner Metzger moved to give final approval for a \$70,000 SEDA-COG EDA COVID-19 loan to BBLB Company dba Julie's Coffee, for a term of five years at 3.25% fixed for the life of the loan. Commissioner Kantz seconded the motion, and the motion carried unanimously.

Collision Industries, Inc.

Mr. Wilburn presented the proposed change on behalf of Collision Industries, Inc., from a \$25,000 SEDA-COG ARC RLF loan to a \$50,000 SEDA-COG ARC RLF loan, for a term of three years at an interest rate of 3.25%, fixed for the life of the loan. No payments will be required for the first six months of the loan. The loan will continue to accrue interest during that time. Following the deferment, the loan will be amortized over three years, with a balloon at the final payment to include the deferred interest. On 8/26/20, a \$25,000 SEDA-COG ARC RLF loan was approved by the SEDA-COG Board of Directors. A \$25,000 Clinton County EDA RLF was also approved as part of the project. Due to availability of internal funds and a request from the client to close as soon as possible, the request is being changed to a \$50,000 SEDA-COG ARC RLF.

Commissioner Holdren moved to approve the request to change from a \$25,000 SEDA-COG ARC RLF loan to a \$50,000 SEDA-COG ARC RLF loan for Collision Industries, Inc., for a term of three years at an interest rate of 3.25%, fixed for the life of the loan. No payments will be required for the first six months

of the loan. The loan will continue to accrue interest during that time. Following the deferment, the loan will be amortized over three years, with a balloon at the final payment to include the deferred interest. Also, the SEDA-COG ARC RLF loan will be secured by a blanket lien on all business assets in the highest position possible, as well as a first lien on the air handling system. All other terms and conditions will remain the same. Mr. Fry seconded the motion, and the motion carried unanimously.

Robert, Tomilee, and Callen Foresman

Mr. Wilburn presented the loan request on behalf of Robert, Tomilee and Callen Foresman for the subordination of the PIDA loan to the \$50,000 and \$20,000 First Citizens Community Bank loans and change the integrators to Maple Lawn. All other terms and conditions will remain the same.

Robert, Tomilee and Callen Foresman had a contract with Pedigree Chick for 12 flocks, which was to last for approximately 12 years; however, Pedigree cancelled the contract in early 2019. The borrowers have signed a contract with Maple Lawn Associates to provide eggs for the vaccine market.

Mr. Shilling moved to approve the submission of a request to DCED for the subordination of the PIDA loan to the \$50,000 and \$20,000 First Citizens Community Bank loans and change the integrators to Maple Lawn. All other terms and conditions will remain the same. Commissioner Ridgway seconded the motion, and the motion carried unanimously.

Green Monster Sports, LLC dba Nittany Valley Sports Centre Nittany Valley Partners, LP

Mr. Wilburn presented the request on behalf of Green Monster Sports, LLC dba Nittany Valley Sports Centre Nittany Valley Partners, LP for a loan increase to help fill a financing gap in the Phase II expansion of their indoor sports facility due to some cost overruns. A request has been made to increase the SEDA-COG loan to \$420,000 and lease the remaining equipment.

Commissioner Higgins moved to approve the increase of the SEDA-COG EDA COVID-19 loan amount from \$300,000 to \$420,000 for Green Monster Sports, LLC dba Nittany Valley Sports Centre Nittany Valley Partners, LP. Commissioner Kodish seconded the motion, and the motion carried unanimously.

Kelly's Steak and Seafood, LLC

Mr. Wilburn presented the request on behalf of Kelly's Steak and Seafood, LLC, for a six-month principal deferment on their Tri-District EDA RLF loan due to the COVID-19 pandemic. Since this was a COVID-19 relief loan, the loan had an initial six-month deferment period. Their SBA 504 loan is on deferment through 3/1/21. They are not requesting a further deferment on the SBA 504 loan at this time. There are many variables such as when outdoor dining will be able to begin again, if vaccines will be given soon enough to open seating capacity above 50%, if the vaccines will instill enough confidence in the public to have them return to indoor dining soon, if Penn State will reopen in person classes, have a spring graduation, have a normal full capacity football season, etc. Given their inability to accurately predict the behavior of both the virus, governmental regulations, and the public's response to the virus, they are asking for a six-month principal deferment from 2/1/21 through 7/1/21 on their Tri-District EDA RLF loan.

Commissioner Higgins moved to approve a six-month principal deferment request for Kelly's Steak and Seafood, LLC, from 2/1/21 through 7/1/21, on their Tri-District EDA RLF loan due to the COVID-19 pandemic. Commissioner Kodish seconded the motion, and the motion carried unanimously.

Committee and Staff Reports

Transportation Program Activities Update

Mr. Jim Saylor, Director of the Transportation Planning Program, presented an activity update to the Board Members, noting that an overview of the Program was provided in the Board meeting packet. A majority of activity involves the Metropolitan Planning Organization (MPO), which covers eight (8) of the SEDA-COG counties and maintains the seven (7) federally required plans. Staff are currently working on two of the seven plans – the Transportation Improvement Program (TIP) and the Long-Range Transportation Plan (LRTP).

- The TIP reports any federal highway dollars spent and is updated every other year. The process will begin again next month for the 2022 update, by meeting with the county members to discuss their priorities.
- The LRTP is the comprehensive plan for the regions' transportation network. It is updated once every five years, and looks at how the network is performing now, the expected long-term trends, and a game plan for how to get the best results with the program dollars available. The plan will be released shortly for public comments and is expected to be completed by May 2021.

PennDOT is expected to release Transportation Alternatives Set-Aside funding in either late spring or early summer. This funding may be used for on-and-off-road pedestrian and bicycle facilities, community improvement activities, recreational trail program projects, etc.

Mr. Saylor noted that there would be a grant writing workshop coming in late February for sponsors interested in utilizing DCNR funds for trail projects.

Community Relations Director Report

Ms. Kristen Moyer, Community Relations Director, provided a brief update to the Board Members.

- Of the twenty-two state and federal legislators that cover the SEDA-COG region, Ms. Moyer has been in contact with four of the five federal legislators and ten of the seventeen state legislators regarding SEDA-COG projects, as noted in her report.
- The County Relief Block Grant (CRBG) funding project has concluded. Ms. Moyer assisted Lycoming County with the administration of the funds, which totaled \$10.2M. The County was able to assist over 250 organizations.
- Keystone Communities funds restored - A Local Development District Association of Pennsylvania (LDDAP) project was to receive \$600,000 through Keystone Communities funds; of which a portion was designated for SEDA-COG. When the budget was released, this line item had been zeroed-out. Ms. Moyer and staff lobbied to have this funding returned to the budget and were successful.
- Secured \$1.0M in RACP funding to match the Appalachian Regional Commission (ARC) funds for the 4-County Broadband project in Clinton, Lycoming, Northumberland, and Union counties. Senator Gordner and Representative Culver helped to secure the funds for this project.
- Participated in a roundtable hosted by Senator Casey on the prior COVID-19 Relief packages and the Biden Administration proposals. If anyone has feedback regarding the COVID-19 relief packages, please share them with Ms. Moyer, to then be passed to Senator Casey's office.

Executive Director Report

Ms. Kim Wheeler, Executive Director, provided an update to the Board of Directors:

- Mid-Year Budget Meetings have been taking place with the Department Directors over the past two days, with a few more later in the week. In general, the budget is on target except for the Weatherization Program, which has seen the largest negative impact from COVID-19. The Program dealt with a temporary shut-down, plus a staffing shortage, both of which have negatively impacted their production.
- County Commissioner Meetings – these annual meetings began last week and will be scheduled over the next several weeks. Staff will send a County-specific Activity Report ahead of the meeting, which offers an overview of the past 18 months. Additionally, Ms. Wheeler would like to know the top issues of each County along with how SEDA-COG can be of assistance in the coming year. Please feel free to invite other County staff to attend as appropriate.
- Return to the Office Update – after review of the current data and trends available regarding COVID-19, and after discussions with President Partner and the Administrative staff, the decision was made to have SEDA-COG continue working remotely until March 31, 2021.
- Board priorities – Ms. Wheeler would like to talk with the Board on an annual basis, to see what the focus items should be for the Board of Directors. Further discussion on this topic will take place with President Partner and then a process presented to the Board.

Correspondence/Information Items

President Partner noted the items listed under the Correspondence/Information Items section.

ADJOURN

Commissioner Kantz moved to adjourn the meeting at 2:04pm. Mr. Fry seconded the motion, and the motion carried unanimously.

Respectfully submitted,



Larry Reisinger, Secretary
SEDA-COG Board of Directors