

**SOUTHERN ALLEGHENIES PLANNING AND DEVELOPMENT COMMISSION  
BOARD OF DIRECTORS' MEETING**

**January 15, 2020**

**The Greater Altoona Career and Tech Center, Altoona, PA**

**Convened: 10:00 A.M.**

**Adjourned: 1:30 P.M.**

**Members in Attendance:**

Hon. Deb Baughman  
Hon. Randy Bunch  
Hon. Laura Burke  
Mr. Jay Cessna  
Mrs. Sharon Clapper  
Hon. Barry Dallara  
Hon. Colleen Dawson  
Hon. Bruce Erb  
Mr. Jim Foster  
Hon. Scott Hunt  
Hon. Josh Lang

Mr. Ricky Leese  
Mr. Thomas Luciano  
Hon. Mark Sather  
Hon. Paula Shives  
Hon. Jeff Thomas  
Hon. Pam Tokar-Ickes  
Hon. Stuart Ulsh  
Hon. Gerald Walker  
Hon. Scott Walls  
Mr. Arthur Wilkin

**Others in Attendance:**

Mr. Daniel Bowers  
Mr. Brandon Carson  
Mr. Andrew Cohill  
Mr. George Gvozdich  
Mr. Steve Howsare

Mr. Jack Maytum  
Mrs. Debbi Prosser  
Ms Deborah Shaffer  
Mrs. Susan Whisler

**CALL TO ORDER:**

Commissioner Erb, President, called the meeting to order at 10:00 A.M.

**ELECTION OF OFFICERS:**

Commissioner Erb called on Mr. George Gvozdich, the Commission's General Counsel, to conduct the election of officers for 2020. Mr. Gvozdich explained that under SAP&DC's By-laws the positions of President and Vice-President must be filled by County Commissioners and the positions of Treasurer and Secretary may be filled by any member of the Board of Directors.

Mr. Gvozdich then requested nominations for the position of SAP&DC President.

Commissioner Burke nominated Commissioner Erb for the position of SAP&DC President. The motion was seconded by Commissioner Dallara. Hearing no further nominations, the position of SAP&DC President was declared as being filled by Commissioner Erb through acclamation.

Mr. Gvozdich requested nominations for the position of SAP&DC Vice-President.

Mrs. Clapper nominated Commissioner Walker for the position SAP&DC Vice President. The motion was seconded by Mr. Leese. Hearing no further nominations, the position of SAP&DC Vice-President was declared as being filled by Commissioner Walker through acclamation.

Mr. Gvozdich requested nominations for the position of SAP&DC Treasurer.

Mr. Wilkin nominated Mr. Luciano for the position SAP&DC Treasurer. The motion was seconded by Mrs. Clapper. Hearing no further nominations, the position of SAP&DC Treasurer was declared as being filled by Mr. Luciano through acclamation.

Mr. Gvozdich requested nominations for the position of SAP&DC Secretary

Commissioner Walls nominated Commissioner Lang for the position SAP&DC Secretary. The motion was seconded by Mr. Luciano. Hearing no further nominations, the position of SAP&DC Secretary was declared as being filled by Commissioner Lang through acclamation.

At this time, Mr. Gvozdich turned the meeting over to Commissioner Erb.

#### **EXECUTIVE, FINANCE, PERSONNEL COMMITTEE APPOINTMENTS/2020:**

In accordance with the Commission's By-Laws, nine members are appointed to each of SAP&DC's three Standing Committees: Executive, Finance and Personnel. Also, in accordance with the By-Laws, at-large members' appointments must be approved by the Board. Each Committee consists of nine members (six County Commissioners and three at-large members).

A motion was entered by Commissioner Lang to approve the standing committee members, as presented. The motion was seconded by Commissioner Walker and was unanimously approved.

#### **DESIGNATION OF ADVISORY COMMITTEES AND APPOINTMENT OF MEMBERS FOR 2020:**

A list of SAP&DC's Advisory Committees and proposed members for each of the advisory committees was presented for approval by the SAP&DC Board of Directors.

A motion was entered by Mrs. Clapper to approve the Advisory Committee designations and appointments for calendar year 2020, as presented. The motion was seconded by Commissioner Thomas and was unanimously approved.

**MINUTES, November 20, 2019:**

A motion was entered by Mr. Wilkin to approve the November 20, 2019 Finance Committee minutes, as presented. The motion was seconded by Mr. Foster and was unanimously approved.

A motion was entered by Commissioner Tokar-Ickes to approve the November 20, 2019 Board of Directors minutes, as presented. The motion was seconded by Commissioner Lang and was unanimously approved.

**FINANCE REPORT:**

Mr. Daniel Bowers, SAP&DC Director of Finance, presented and reviewed the accounts payable and reported no changes to the information submitted. He briefly reviewed the status/balances of the Commission's Bank Accounts and reported that SAP&DC bank account balances are as expected for this time of year.

A motion was entered by Mr. Wilkin to approve the Finance Report, as presented. The motion was seconded by Mr. Luciano and was unanimously approved.

**BUSINESS LENDING SERVICES:**

In the absence of Mrs. Trudy Mitchell, Business Lending Director, Mr. Bowers, Director of Finance, presented the loan application that was submitted to and reviewed by the Commission's Loan Review Committee. The application for Bedford Farm Bureau Cooperative Association was approved by the Loan Review Committee, as presented, and is now requesting Board of Directors' concurrence.

A motion was entered by Commissioner Lang to concur with the actions taken by the Loan Review Committee, as presented. The motion was seconded by Mr. Cessna and was unanimously approved.

**FY 2020-2022 UNIFIED PLANNING WORK PROGRAM RESOLUTION:**

Mr. Brandon Carson, Director, Planning & Community Development Division, present a resolution for approval designating SAP&DC's Executive Director as having signatory authority under the grant contract with the Commonwealth's Department of Transportation to execute the FY 2020-2022 Rural Transportation Unified Planning Work Program Agreement/contract.

A motion was entered by Commissioner Walker to approve the resolution designating SAP&DC's Executive Director as the official to execute the FY 2020-2022 Rural Transportation Unified Planning Work Program Agreement between SAP&DC and the Commonwealth of Pennsylvania Department of Transportation. The motion was seconded by Commissioner Dallara and was unanimously approved.

**EXECUTIVE ORDER 12372 PROJECTS:**

SAP&DC is designated by the Federal Office of Management and Budget (under E.O. 12372) to review requests for Federal financial assistance within its six-county service area for concurrence with relevant regional planning documents. Mr. Carson presented those projects requesting federal financial assistance, explained their consistency with the Commission's overall Comprehensive Economic Development Strategy and recommended approval of the projects listed.

A motion was entered by Commissioner Tokar-Ickes to approve the Projects Under Executive Order 12372, as presented. The motion was seconded by Commissioner Thomas and was unanimously approved.

**SOUTH-CENTRAL PA BROADBAND INFRASTRUCTURE FEASIBILITY STUDY-AWARD:**

Mr. Carson reminded members of the December 5, 2019 electronic vote that was requested for awarding the South-Central PA Broadband Infrastructure Feasibility Study contract to Design Nine at a total cost not to exceed \$100,000. Enough responses/votes were received to allow SAP&DC to award the contract and that decision is now presented for acceptance as inclusion in the January 15, 2020 Board of Directors meeting minutes.

A motion was entered by Mr. Cessna to accept the electronic vote awarding the South-Central Broadband Infrastructure Feasibility Study contract to Design Nine at a total cost not to excel \$100,000 for inclusion in the January 15, 2020 Board of Directors meeting minutes. The motion was seconded by Mr. Wilkin and was unanimously approved.

**SOUTHERN ALLEGHENIES WORKFORCE DEVELOPMENT BOARD:**

Mrs. Susan Whisler, Director, Workforce Development Services, provide members with a brief summary outlining just a few of the accomplishments that were achieved by the Southern Alleghenies Workforce Development Board (SAWDB) in 2019 and several grant applications that have been submitted by the SAWDB.

Mrs. Sharon Clapper express her thanks and gratitude to Mrs. Whisler and her staff for the outstanding work they do for the citizens of the Southern Alleghenies region in securing financial assistance to ensure that

students and dislocated workers receive training that will help to secure family sustaining employment in the region.

**OTHER BUSINESS:**

Mr. Carson reminded members of a potential wireless project that was discussed at the September and November SAP&DC Board of Directors' meeting. This project discussed was a "Broadband Pilot" project to overcome the gaps in high-speed broadband internet and reliable cellular service for rural areas of the region. Broadband and cellular service was identified as one of the top critical issues identified in the recently completed regional comprehensive plan.

He then updated members on the pilot program stating that the Planning staff had continued vetting the concept and have identified a site in the region where a demonstration project could be conducted. He then requested approval to utilize \$15,000 of SAP&DC's "local" unrestricted funds to initiate a project in Wardfordsburg, PA. Morgan Wireless plans to construct a tower that may possibly provide broadband connectivity to several businesses and homes in the Wardfordsburg rural area of Fulton County. SAP&DC's funds will assist in purchasing the equipment needed for the tower. It is possible that SAP&DC may recover all or part of its \$15,000 investment.

Mr. Carson's update initiated lengthy discussion regarding the pilot demonstration program, the cost and the issues with getting high-speed connectivity in rural areas. Commissioner Dallara requested that a one-page, white paper be provided to all SAP&DC Board members regarding this project.

A motion was entered by Mr. Wilkin to approve utilizing \$15,000 of SAP&DC's "local" unrestricted funds for the Morgan Wireless Broadband Pilot Program in Wardfordsburg, PA. The motion was seconded by Commissioner Lang and was unanimously approved.

Mr. Steven Howsare, Executive Director, announced that United States Representative Glenn Thompson attended the Congressional State Tour with a focus on Appalachian Regional Commission project funding. Following the tour, Representative Thompson announced the Johnstown Redevelopment Authority as the recipient of a grant from the Appalachian Regional Commission for the Johnstown Urban Industrial Park Connector Street Project. The project includes the construction of a new access road connecting Iron Street to the Johnstown Urban Industrial Park in Cambria County, PA. The new roadway will create access to ten developable properties located next to major transportation corridors, including the east-west US Route 22 and the north-south US Route 219. This investment in Cambria County will create jobs and expand economic opportunities not only in Johnstown, but across the region.

SAP&DC is designated as a Local Development District and has six “sister agencies” through the Commonwealth covering 52 Pennsylvania counties and providing services in such areas as community and economic development, transportation, international trade, strategic planning and much more. Mr. Howsare then reported that the Local Development District Association of Pennsylvania will be submitting two POWER applications for funding. One for Entrepreneurship and one for Broadband. Each district will receive a portion of the funding to use in their region.

Mr. Howsare also announced that the Angel Fund has more than reached its goal of \$750,000; it is now at \$1 million. A meeting of the Angel Fund members is scheduled for this evening at which time it may fund its first entrepreneurial project.

Commissioner Erb reminded members to complete and return the Annual Affirmation of Compliance and Disclosure Form as soon as possible.

The next meeting of the SAP&DC Board of Directors is scheduled for Wednesday, March 18, 2020, at the Commission’s office beginning at 10:00 A.M.

Mr. Andrew Cohill and Mr. Jack Maytum of Design Nine, the firm award the contract for the PA South-Central Broadband Feasibility Study presented their preliminary findings and facilitated a project kick-off discussion.

**ADJOURNMENT:**

There being no further business the meeting was adjourned at 1:30 P.M.

Respectfully submitted,

Josh Lang

Secretary