Huntingdon Borough Community Development Committee Meeting Minutes

Thursday, April 1, 2021

The Huntingdon Borough Community Development Committee Meeting was held in the Borough Council Room, 530 Washington Street, Huntingdon, PA 16652, virtually by Webex Conference and in-person.

Committee members present were Chairwomen Dee Dee Brown, President Johnathan Hyde and Vice-President Sean Steeg.

Members present were Councilman David Fortson, Councilman James Bair, Borough Manager Chris Stevens and Borough Secretary Richard King.

Member virtually was Councilman David Quarry (6:00 PM)

Guest present were Tammy Stuber, and Harry Stroup.

Guest virtually was Kathy Jones and Madison Troha.

Chairwomen Dee Dee Brown called the Community Development Committee meeting to order at 5:00 PM.

Chairwomen Dee Dee Brown recognized the guest present and asked for their comments.

Kathy Jones spoke on Huntingdon Landmarks, PA Downtown Center, Downtown Main Street Manager, activities in the downtown area, grant applied for of $330,000.00.

Kathy Jones said they would like for the borough to partner with them on the Keystone Community Designation and for others.

Chairwomen Dee Dee Brown asked if there was a vision plan sent to Borough Council and the answer was yes.

Chairwomen Dee Dee Brown said we did discuss the Main Street Managers at the last Community Development Committee meeting and thanked them for coming in.

Chris Stevens asked who will employee this Main Street Manager?

Tammy Stuber said at this time it was undetermined who they will report to. Tammy said this is a 5-year commitment and asked what can the borough commit?

Tammy Stuber said that Huntingdon Landmarks will take the lead and place the wage.

Tammy Stuber said that people are already working on events.

Chairwomen Dee Dee Brown said that if the Main Street Manager is going to work with the Borough Manager then why do we need a building when we have space here in the borough building?

Tammy Stuber said the borough is not to pay for the building, that this is part of the grant.

Tammy Stuber said the agenda is for all of us to work together.

Chairwomen Dee Dee Brown asked if the Main Street Manager will be working with the Chamber of Commerce?

Tammy Stuber said the Main Street Manager will be working with the Chamber of Commerce and businesses. Tammy said this person needs to know what the community wants to do.

Vice-President Sean Steeg said the vision that came out of this process came from a series of public meetings.

Tammy Stuber said this is a broad scope of different groups.

Chris Stevens said that he has been thru 3 Main Street Managers already and what they left was not good. Chris said that the success of this program is by the person we pick and will he or she be an employee and what would the chain of command be.

Tammy Stuber said if we have some history that will help with feedback on what went well and what didn’t would be great.

Chris Stevens said this is a 5-year commitment and Huntingdon Landmarks is telling the state that they will give $50,000.00 for the next 5-years for the $250,000.00 and Huntingdon Landmarks is checking into the funding.

Tammy Stuber said they will be generating building revenue and they are not looking for the borough to pay for this.

Sean Steeg said the interest of the borough is to help with this, but Huntingdon Landmarks can do this on their own if they wish.

Sean Steeg asked what does it take to get this started and move forward by blocking off and the borough giving money.

Kathy Jones said we need to work together and to coordinate in working for our community. Kathy said there needs to be ideas for the community and the Main Street Manager is to move forward on this.

Chairwomen Dee Dee Brown asked about the Grant to Huntingdon Landmarks?

Tammy Stuber said this grant does not cover salaries, that it just covers the building and restoration of this building and $30,000.00 towards the Town Clock.

Chris Stevens said the borough could commit $8,500.00 per year for the next 5-years if Borough Council agrees.

Johnathan Hyde said we need to have a commitment to match this grant.

Tammy Stuber said this is just for downtown only and not focused outside of that at this point.

Johnathan Hyde said this will benefit our people.

James Bair said this is not the same as years ago but more of a contribution right now. James said this is a 5-year project right now and could change. James said he is in favor of this but we may not have any control and downtown will not be like it was 30-years ago.

David Fortson said he has read the emails, but does not want someone that does not answer to anyone.

Tammy Stuber said right now we would like to have a partnership between Huntingdon Borough and Huntingdon Landmarks.

Chairwomen Dee Dee Brown said we need to do this and get together to discuss what is expected of the Main Street Manager.

Chris Stevens said that we will need commitment from someone else if we commit to $8,500.00.

Chris Stevens said that it could end up down the road that you hire this person as a borough employee.

Sean Steeg said that we don’t need to know today if we make this a borough employee or not.

Tammy Stuber said for everyone to draft a list of what is expected of this person.

Harry Stroup said the overall benefit is to the people of Huntingdon.

**The Community Development Committee recommends a motion to pledge to Huntingdon Landmarks $8,500.00 per year for a 5-year commitment for Huntingdon Landmarks to move forward with trying to raise the other $41,500.00 a year for 5-years.**

Huntingdon Landmarks left the meeting.

Chairwomen Dee Dee Brown called on the Grants Administrators report.

Chris Stevens said that Adam Miller has applied for a 2nd stage Keystone Communities Grant of $125,000.00 from the Commonwealth Financing Authority of the Commonwealth of Pennsylvania for the construction of a community Amphitheater and a $5,000.00 in-kind match from Huntingdon Borough for borough force personnel and equipment towards this project. Chris said there will need to be a resolution approved and signed to this effect.

**The Community Development Committee recommends a motion to approve Resolution No. 2021-07 for Huntingdon Borough to request a Keystone Communities Grant of $125,000.00 from the Commonwealth Financing Authority of the Commonwealth of Pennsylvania to be used for the construction of a community amphitheater with the borough to commit $5,000.00 as an in-kind match from the borough force personnel and equipment towards this project.**

Chris Stevens said there is a Community Development Block Grant Administrative Agreement between Huntingdon County and Huntingdon Borough for the FFY 2020 CDBG-CV Program Administration in the amount of $69,001.00 to be given to the Center for Community Action and to approve the signature of John C. Stevens to sign this agreement.

**The Community Development Committee recommends a motion to have John C. Stevens sign the Community Development Block Grant Agreement between Huntingdon County and Huntingdon Borough for the FFY 2020 CDBG-CV Program Administration in the amount of $69,001.00 to be given to the Center of Community Action.**

Chris Stevens said that Center for Community Action will handle this and that Huntingdon County and Huntingdon Borough has already approved this and we are just signing the agreement now.

Chairwomen Dee Dee Brown called on the Borough Managers report.

Chris Stevens spoke on the COVID money that we will be receiving and said the amount will be $686.000.00, which we will receive a check of $343,000.00 and then another check a year later. Chris said the timeline is not that tight that we have until December 31, 2024 to spend.

Chris Stevens said that he would like to place $275,000.00 into the General fund for 11 police officers not including the Chief.

Chris Stevens said he will be working on the county for WiFi Internet, 36 camera’s, contact tracing and security for 911.

Chris Stevens reported the tree is down in Bryan Park and they have shot the grade.

Councilwomen Dee Dee Brown called on old business.

James Bair asked if we are going to do something with the sidewalk out front with bricks.

Chris Stevens said he is working on this.

Chris Stevens said the trees on 6th Street have been removed and there are gratings there now.

James Bair said we will need to change the sidewalk ordinance on what is out front.

David Quarry said we can bring this up at the Administrative Committee meeting.

Chairwomen Dee Dee Brown called on new business.

Chairwomen Dee Dee Brown said the Gateway Garden flowers have been ordered and we have volunteers to help plant these.

Chairwomen Dee Dee Brown said she is working on getting volunteers to help clean up the parks and downtown area.

After no further business the Community Development Committee meeting was adjourned at 6:05 PM.

Minutes submitted by,

Richard S. King
Borough Secretary