



PennPRIME Trust

Notice of Annual Membership Meeting

September 17, 2020, 10:45 AM, VIRTUAL Meeting

Included with this Notice:

1. Official Notice of the Annual Membership Meeting
2. PennPRIME Trust Board of Trustees
3. Annual Membership Meeting Agenda
4. Proxy Statement
5. Instructions for Completing Proxy Form



PennPRIME Trust

**Official notice is hereby given that the
Annual Membership Meeting of the PennPRIME Trust
will be held virtually on**

Thursday, September 17, 2020 at 10:45 AM

to consider and act upon any matters which may come before the meeting.

The process for participating will be emailed shortly

All PennPRIME Trust members are cordially invited to attend the Annual Membership Meeting. Member representation at the Annual Meeting is limited to elected or appointed officials or employees of the Member. Members are encouraged to read the attached Proxy Statement, and then complete, date and sign the online "Proxy Statement Form" (instructions are included in this mailing). The proxy requires one signature of the person authorized as the trust contact. This person may execute the proxy on behalf of the municipal entity without permission of any other person or persons and does not need to be sanctioned by the Board of Trustees.

The proxy must be received no later than September 2, 2020.

**By Order of the Board of Trustees
Richard J. Schuettler
PennPRIME Secretary/Treasurer
PML Executive Director**



PennPRIME Trust

Paul Cornell (Chairperson) (2017)
Manager

East Hanover Township
8848 Jonestown Road
Grantville, PA 17028
(717) 469-0833

E-mail: twpmanager@ehtdcpa.org

Richard J. Schuettler (2013) (Secretary/Treasurer)
Executive Director

Pennsylvania Municipal League
414 North Second Street
Harrisburg, PA 17101
(717) 236-9469 x235

E-mail: rschuettler@pml.org

Terry Carcella (2016)
Manager

Ligonier Township
One Municipal Park Drive
Ligonier, PA 15658-8763
(724) 238-2725

E-mail: tcarcella@ligoniertownship.com

Sean Molchany (2016)
Manager/Secretary

Manheim Township
1840 Municipal Drive
Lancaster, PA 17601-4162
(717) 569-6408

E-mail: smolchany@manheimtownship.com

Nancy Freenock (Vice Chairperson) (2017)
Manager

City of Warren
318 West Third Avenue
Warren, PA 16365
(814) 723-6300

E-mail: nkf@cityofwarrenpa.gov

Gregory Wilson (2017)
Manager

City of Lock Haven
20 East Church Street
Lock Haven, PA 17745
(570) 893-5907

E-mail: gwilson@lockhavenpa.gov

Steven Napper (2017)
Commissioner

Susquehanna Township
1900 Linglestown Road
Harrisburg, PA 17110
(717) 545-4751

E-mail: Susq9thWard@yahoo.com

David G. Pribulka (2018)
Manager

Ferguson Township
3147 Research Drive
State College, PA 16801
(814) 238-4651

Email: dpribulka@twp.ferguson.pa.us

Amy Rockwell (2019)
City Administrator

City of Lower Burrell
2800 Bethel Street
Lower Burrell, PA 15068
(724) 335-9875 x201

E-mail: arockwell@cityoflowerburrell.com

Thomas E. Fountaine, II (2019)
Manager

State College Borough
1873 S. Allen Street
State College, PA 16801
(814) 234-7110

Email: tfountaine@statecollegepa.us

Milton Lady (2020)
Manager

White Township
950 Indian Springs Road
Indiana, PA 15701
724-463-8585

Email: milt@whitetownship.org

EXECUTIVE COMMITTEE MEMBERS

Paul Cornell, Chairperson
Richard J. Schuettler, Secretary/Treasurer
Gregory Wilson, Chairperson,
 UW/Membership Subcommittee
Terry Carcella, Chairperson,
 Loss Control/Claims Subcommittee
Nancy Freenock, Chairperson,
 Finance/Budget Subcommittee



pennPRIME
INSURANCE TRUST

PennPRIME Trust

**Annual Membership Meeting to be held VIRTUALLY on
September 17, 2020, 10:45 AM**

AGENDA

- 1. Call to Order**
Paul Cornell, Chairman
- 2. Roll Call**
- 3. Welcome & Chairman's Comments**
Paul Cornell, Manager, East Hanover Township (Dau Co)
- 4. Approval of September 19, 2019 Annual Meeting Minutes**
- 5. New Business**
 - **Election of Trustees**
- 6. Board of Trustees and Member Comments**
- 7. Adjournment**



PennPRIME Trust

September 17, 2020 Proxy Statement

The proxy is solicited by and on behalf of the trustees of the PennPRIME Trust. All costs of solicitation (including printing and mailing this proxy statement, meeting notice and form of proxy, as well as any necessary supplementing solicitations) will be paid by the Trust Administrator, the Pennsylvania Municipal League (the League). In addition to the solicitation of proxies by mail, officers and employees of the Trust or the League may solicit in person or by telephone.

Municipal entities which are members at the close of business on August 18, 2020 are entitled to vote at the Annual Membership Meeting. Each member is entitled to one vote.

Members represented by a properly executed proxy will be voted in accordance with the instructions thereon. Proxies may be revoked at any time before they are exercised by the subsequent execution of a revised proxy, by written notice of revocation to the Secretary for the Trust, or by voting in person at the Annual Meeting. The business address of the Trust is 414 North Second Street, Harrisburg, Pennsylvania, 17101. Emails can be directed to Dona Yedlock at dyedlock@pml.org or by phone at (717) 678-2787.



PennPRIME Trust

Instructions for Completing the 2020 PennPRIME Trust Proxy Statement Form

Go to the PennPRIME website by clicking on the following link. (You can also copy the link and paste it into your browser's URL)

www.pennprime.com/proxy-statement-2020/

**Deadline for submitting your
Proxy Statement Form is September 2, 2020.**

If you have any questions or need assistance with the logistics of the form, please contact Dona Yedlock at dyedlock@pml.org or (717) 678-2787.



PennPRIME Workers' Compensation Trust

Notice of Annual Membership Meeting

September 17, 2020, 11:00 AM, VIRTUAL Meeting

Included with this Notice:

1. Official Notice of the Annual Membership Meeting
2. PennPRIME Workers' Compensation Trust Board of Trustees
3. Annual Membership Meeting Agenda
4. Proxy Statement
5. Instructions for Completing Proxy Form

PennPRIME Annual Meeting
Thursday, September 19, 2019
Nittany Lion Inn
State College, PA

MINUTES

Call to

Order:

The meeting was called to order by Chairman Paul Cornell at 10:15 a.m.

Roll Call:

The following members were in attendance:

Mary Abbott, Allegheny Southwest TCC (Proxy)
Janelle Hauff, Bangor Borough
Nicole Oliver, Beaver County TCC (Proxy)
Damien Scoblink, Berwick Borough
Robert M. Pellegrino, Bucks County TCC (Proxy)
Diane M. Morrow, Butler County TCC (Proxy)
Joseph Lubitsky, Chester County TCC (Proxy)
Greg Mertz, City of Greensburg
Gregory Wilson, City of Lock Haven
Amy Rockwell, City of Lower Burrell
Kathleen Barker, City of Titusville
Nancy Freenock, City of Warren
Janet Mincemoyer, Clinton Township Supervisors (Proxy)
Paul Cornell, East Hanover Township (Dau)
Centrice Martin, Ferguson Township
Lawrence Taylor, Greater Lebanon Refuse Authority (Proxy)
Cathy Funkhouser, Harmony Borough Water Authority (Proxy)
Amy Farkas, Harris Township (Proxy)
Karen Rose, Kingston Township
Terry Carcella, Ligonier Township
Michael Matrunics, Ligonier Valley Police Department
Dan Egly, Lycoming County TCC (Proxy)
Sean Molchany, Manheim Township
Robin Core, Masontown Borough (Proxy)
Julie Seeds, Middle Paxton Township (Proxy)
Keldeen Stambaugh, Paxtang Borough
Jean Krack, Phoenixville Borough (Proxy)
Jeffrey Hummel, Snyder County TCC (Proxy)
Nitza Sanchez-Bowser, Springettsbury Township
Ed Holmes, State College Borough
Sharon Vannan, Susquehanna County TCC (Proxy)
David Kratzer, Susquehanna Township (Proxy)
Katie Churchill, Uwchlan Township (Proxy)
Milt Lady, White Township
Richard J. Schuettler, Secretary/Treasurer, PennPRIME Trust

Staff in attendance:

Joy Breach, Loss Control Administrative Assistant
Elizabeth Henry, Marketing & Member Services Manager
Cheryl Lees, Loss Control Manager
Angela Tennis, Claims Coordinator
Dona Yedlock, Insurance Services Representative

Members not in attendance:

Allegheny North TCC
Allegheny Southeast TCC
Brownsville Municipal Authority
Camp Hill Borough
Centre County TCC
Clinton County TCC
Columbia County TCC
Dauphin County TCC
Delaware County TCC
Eastern Area Joint Sewer Authority
Indiana County TCC
LeTort Regional Authority
Lehigh County TCC
Mifflin County TCC
Punxsutawney Borough
Reading Downtown Improvement Authority
Somerset County TCC
Venango County TCC
Washington County TCC
Woodward Township

Ms. Joy Breach advised Chairman Cornell there were 17 Members voting by proxy and 17 Members in attendance, which constituted a quorum.

**Welcome &
Chairman's**

Comments: Chairman Cornell's opening remarks of the PennPRIME Trust Annual Membership Meeting addressed the fact that this meeting along with the Risk Management Conference is a great time to have a chance to meet and talk with the Board of Trustees of the PennPRIME Trusts.

Chairman Cornell introduced each individual Board Trustee and had them stand to be acknowledged.

Chairman Cornell also mentioned how fortunate PennPRIME is to have the wonderful business partners we have, who also help us to underwrite some of the costs of our Annual Risk Management Conference, and acknowledged those partners who sponsored the Conference this year.

Chairman Cornell requested the members approve the September 20, 2018 minutes of the PennPRIME Trust Annual Membership Meeting.

A motion was made by Ms. Nancy Freenock, City of Warren, seconded by Ms. Amy Rockwell, City of Lower Burrell, to approve the minutes of the September 20, 2018 of the PennPRIME Trust Annual Membership Meeting. MOTION CARRIED UNANIMOUSLY.

Chairman Cornell asked if there was any new business to come before the meeting. Hearing none, Chairman Cornell asked if there were any comments.

Chairman Cornell stated this ends the PennPRIME Trust Annual Membership Meeting, and requested a motion to adjourn.

Adjourn: **A motion was made by Ms. Keldeen Stambaugh, Paxtang Borough, seconded by Ms. Nitza Sanchez-Bowser, Springettsbury Township, to adjourn the PennPRIME Trust meeting. MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,



Richard J. Schuettler
Secretary/Treasurer



PennPRIME Workers' Compensation Trust

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Thursday, September 17, 2020 at 11:00 AM

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**By Order of the Board of Trustees
Richard J. Schuettler
PennPRIME Secretary/Treasurer
PML Executive Director**



PennPRIME Workers' Compensation Trust

Paul Cornell (Chairperson) (2017)
Manager
East Hanover Township
8848 Jonestown Road
Grantville, PA 17028
(717) 469-0833
E-mail: twpmanager@ehtdcpa.org

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Terry Carcella (2016)
Manager
Ligonier Township
One Municipal Park Drive
Ligonier, PA 15658-8763
(724) 238-2725
E-mail: tcarcella@ligoniertownship.com

Sean Molchany (2016)
Manager/Secretary
Manheim Township
1840 Municipal Drive
Lancaster, PA 17601-4162
(717) 569-6408
E-mail: smolchany@manheimtownship.com

Nancy Freenock (Vice Chairperson) (2017)
Manager
City of Warren
318 West Third Avenue
Warren, PA 16365
(814) 723-6300
E-mail: nkf@cityofwarrenpa.gov

Gregory Wilson (2017)
Manager
City of Lock Haven
20 East Church Street
Lock Haven, PA 17745
(570) 893-5907
E-mail: gwilson@lockhavenpa.gov

Steven Napper (2017)
Commissioner
Susquehanna Township
1900 Linglestown Road
Harrisburg, PA 17110
(717) 545-4751
E-mail: Susq9thWard@yahoo.com

David G. Pribulka (2018)
Manager
Ferguson Township
3147 Research Drive
State College, PA 16801
(814) 238-4651
Email: dpribulka@twp.ferguson.pa.us

Amy Rockwell (2019)
City Administrator
City of Lower Burrell
2800 Bethel Street
Lower Burrell, PA 15068
(724) 335-9875 x201
E-mail: arockwell@cityoflowerburrell.com

Thomas E. Fountaine, II (2019)
Manager
State College Borough
1873 S. Allen Street
State College, PA 16801
(814) 234-7110
Email: tfountaine@statecollegepa.us

Milton Lady (2020)
Manager
White Township
950 Indian Springs Road
Indiana, PA 15701
724-463-8585
Email: milt@whitetownship.org

EXECUTIVE COMMITTEE MEMBERS

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Richard J. Schuettler, Secretary/Treasurer
Gregory Wilson, Chairperson,
 UW/Membership Subcommittee
Terry Carcella, Chairperson,
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Nancy Freenock, Chairperson,
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PennPRIME Workers' Compensation Trust

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Paul Cornell, Chairman
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Paul Cornell, Manager, East Hanover Township (Dau Co)
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PennPRIME Workers' Compensation Trust

September 17, 2020 PROXY STATEMENT

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PennPRIME Workers' Compensation Trust Annual Meeting
Thursday, September 19, 2019
Nittany Lion Inn
State College, PA

MINUTES

**Call to
Order:**

The meeting was called to order by Chairman Paul Cornell at 10:30 a.m.

Roll Call:

The following members were in attendance:

Damien Scoblink, Berwick Borough
Dennis Mike, Butler Area Sewer Authority
Roberta Doefler, Charleroi Borough
Beth Popik, Chippewa Township (Proxy)
Gregory Wilson, City of Lock Haven
Amy Rockwell, City of Lower Burrell
Steven Buncich, Conemaugh Township
Lori Latta, Derry Borough (Proxy)
Brenda Honick, Dravosburg Borough (Proxy)
Paul Cornell, East Hanover Township (Dau)
Laurie Prysock, East Marlborough Township (Proxy)
Brian Bond, East Stroudsburg Borough (Proxy)
Centrice Martin, Ferguson Township
Thomas Garrett, Findlay Township
Lawrence Taylor, Greater Lebanon Refuse Authority (Proxy)
Corina Mann, Hellam Township (Proxy)
Dan Varner, Huntingdon Borough (Proxy)
Joe Scalise, Borough of Kennett Square (Proxy)
Terry Carcella, Ligonier Township
Michael Matrunics, Ligonier Valley Police Department
Robin Core, Masontown Borough (Proxy)
Kenneth Klinepeter, Middletown Borough
Keldeen Stambaugh, Paxtang Borough
Andie Graham, Pottstown Borough
Ed Holmes, State College Borough
Katie Churchill, Uwchlan Township (Proxy)
Christine Capozzi, Waverly Township (Proxy)
Cindy Bahn, West Homestead Borough (Proxy)
Milt Lady, White Township
Richard J. Schuettler, Secretary/Treasurer, PennPRIME Workers' Compensation Trust

Staff in attendance:

Joy Breach, Loss Control Administrative Assistant
Elizabeth Henry, Marketing and Member Services Manager
Cheryl Lees, Loss Control Manager
Angela Tennis, Claims Coordinator
Dona Yedlock, Insurance Services Representative

Members not in attendance:

Adams Township
Bally Borough
Douglass Township
Earl Township & Sewer Authority
North Union Township & Municipal Authority
Penn Township (Wsm)
Punxsutawney Borough
Steelton Borough
Verona Borough
Woodward Township

Ms. Joy Breach advised Chairman Cornell there were 13 Members voting by proxy and 16 Members in attendance, which constituted a quorum.

**Welcome &
Chairman's**

Comments: Chairman Cornell requested the members approve the September 20, 2018 minutes of the PennPRIME Workers' Compensation Trust Annual Membership Meeting.

A motion was made by Mr. Gregory Wilson, City of Lock Haven, seconded by Mr. Milton Lady, White Township, to approve the minutes of the September 20, 2018 of the PennPRIME Workers' Compensation Trust Annual Membership Meeting. MOTION CARRIED UNANIMOUSLY.

Chairman Cornell stated it was now time for the Election of the Board of Trustees for the PennPRIME Workers' Compensation Trust. Each Voting Delegate was provided a ballot for the election of Trustees. The slate of proposed nominees is on the ballot, and you may vote for no more than ten.

Chairman Cornell asked if there were any nominations from the floor. Hearing none, Chairman Cornell requested a motion to close the nominations from the floor.

A motion was made by Mr. Dennis Mike, Butler Area Sewer Authority, seconded by Mr. Ed Holmes, State College Borough, to close the nominations from the floor for the Election of the Board of Trustees for the PennPRIME Workers' Compensation Trust Annual Membership Meeting. MOTION CARRIED UNANIMOUSLY.

Chairman Cornell asked that the Voting Delegates complete the ballots and submit them to the PennPRIME Staff. They will review them and calculate the results as the meeting moves forward.

Chairman Cornell took a moment to have all police and any military veterans who have served or are currently serving, to stand and be acknowledged for their service.

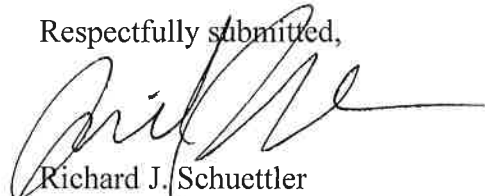
Chairman Cornell turned the meeting over to Ms. Nancy Freenock. Ms. Freenock made two award presentations to two police departments in the PennPRIME's membership, who had achieved reaccreditation. Chief Brandon Deppen and Captain Joseph Sproveri accepted the award for City of Warren Police Department, and Lieutenant Francia Done accepted the award for Susquehanna Township Police Department. Penn Township Police Department also received the award for reaccreditation, but were not present to receive the award due to their Fall Festival beginning today. PennPRIME will deliver the award to them.

Chairman Cornell then announced the results of the voting. All of the Board of Trustees have been re-elected.

Chairman Cornell asked if there was any new business, upon hearing none, asked for a motion to adjourn the meeting.

Adjourn: A motion was made by Mr. Lady, White Township, seconded by Mr. Steven Buncich, Conemaugh Township, to adjourn the PennPRIME Workers' Compensation Trust meeting. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,



Richard J. Schuettler
Secretary/Treasurer