

TOWNSHIP OF FERGUSON
3147 Research Drive · State College, Pennsylvania 16801
Telephone: 814-238-4651 · Fax: 814-238-3454
www.twp.ferguson.pa.us

**Ferguson Township
Board of Supervisors
Special Meeting Agenda
Main Meeting Room
Wednesday, April 12
1:15 PM**

Zoom meeting URL:

<https://us02web.zoom.us/j/85179366910>

I. CALL TO ORDER

II. PUBLIC INPUT

III. DISCUSSION FOR CONSIDERATION A MONETARY CONTRIBUTION FOR CENTRE KITCHEN COLLECTIVE

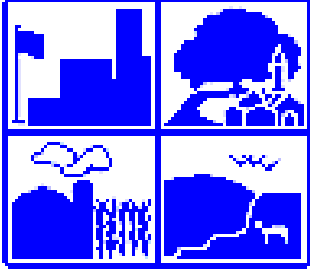
Narrative

The Township received a request for a monetary contribution to partially assist with the 25 percent grant match requirement for Centre Kitchen Collective's grant application submission to the USDA Local Food Promotion Program (LFPP). Ms. Sabine Carey, co-owner of a non-profit organization called Centre Kitchen Collective, provided an organizational description of the non-profit and her business, Centre Markets LLC., she founded in 2020.

Provided with the agenda packet is the completed Ferguson Township Donation Request Form, summary of the project summarized by Ms. Sabine Carey, the businesses or entities assisting Centre Kitchen Collective with the grant submittal as well as a listing of the entities invested in providing funds for the grant match. Ms. Carey request the Board to consider the request for a monetary contribution to Centre Kitchen Collective in the amount of \$20,000.

Staff Recommendation: That the Board of Supervisors discuss the request for a monetary contribution for a decision.

IV. ADJOURNMENT



Ferguson Township

Donation Request Form

- This form may be completed online and emailed to cmartin@twp.ferguson.pa.us or mailed to 3147 Research Drive, State College, PA, 16801. Attention: Centrice Martin, Township Manager.
- Please refer to Township website for donation policy: www.twp.ferguson.pa.us

ORGANIZATION INFORMATION

Name of Organization: Centre Kitchen Collective

Contact Name: Sabine Carey Contact Number: 814-321-6961

Address: 132 Goodhart Road

City: Spring Mills State: PA Zip Code: 16875

Organization Website: centrekitchencollective.org, partnering with centremarkets.com Contact Email Address: hello@centrekitchencollective.org

Name of Contact: _____ Contact Phone: _____

EVENT OR PROGRAM INFORMATION

Has this organization received a donation from the Township in the past? Yes No If yes, when? None

Please identify and list type of requested donation in options described below:

Monetary Amount: \$20,000 In-kind Goods or Services: _____ Township Resources: _____

Event or Program Name: Local Food Promotion Program - USDA Grant grant match

Date, Time and Place of Event: The grant period is from 2023-2025

Purpose of Program or Event: This is a request towards a \$125,000 grant match for a 3 year federal USDA grant totaling \$500,000. See attachment

Description how funds, in-kind donations, or resources will be used: Grant match for Pine Grove Mills incubator kitchen/food hub initiative.

Targeted area/community the event will serve: Pine Grove Mills, local ag community, small business entrepreneurs, Ferguson township community, Centre County.

Additional relevant information:

Our new initiative will be based in Pine Grove Mills. Our non-profit is applying for funding assistance from Ferguson township for the grant match, to leverage additional funding from the County. Due to the tight grant deadline I am requesting urgent consideration of our application. Our grant deadline is April 28, and the County and additional match requests will need to be given time to process our requests AFTER we have received a response from Ferguson township.

Office use only:

Date received: _____

Date Donation Request Approved or Denied by Township Manager: _____

Township staff name and signature responsible for follow up: _____

Centre Kitchen Collective
Grant Match request for USDA Grant

This grant application is spearheaded by Centre Kitchen Collective, a Centre County non-profit founded by Sabine Carey and Elaine Meder-Wilgus.

The 3-year USDA local food promotion grant (grant details below) will fund an incubator commercial kitchen and food hub in Pine Grove Mills, to be used by our local agricultural community and entrepreneurial food businesses. It addresses the need for shared commercial kitchen space, and offers the opportunity to increase farm viability through the creation of value-added farm products.

Our initiative will also provide business support through training and workshops on food safety, meeting FDA/PDA regulatory requirements for food sales, as well as addressing limiting rural business resources (meeting space, computer, printer and high-speed internet).

To provide additional sales channels for our ag community and food entrepreneurs, Centre Markets is partnering on this grant to expand the existing online market into a brick-and-mortar retail store, for an authentic year-round local food experience. The Centre Markets online market currently partners with more than 50 farmers and producers.

This food hub project builds on three years of success and community building and will revitalize the centre region by creating jobs, improving local farm viability, and strengthening the resilience of our local food system - as well as bringing healthy food and a community space to the heart of Pine Grove Village. Plans are already in process to expand into restaurant sales, as well as establishing a collaborative support program for SNAP access at farmers markets.

The grant totals \$500,000 and includes funding for an Operations manager, kitchen and storage equipment, incubator support services and robust local food promotion, marketing and outreach.

The total grant match requirement for this grant is \$125,000 (25%), and will include community support, in-kind contributions as well as strong local government support.

We will also be seeking support from the State College Borough, and College and Patton townships, as this project has stakeholders throughout the region.

We request a grant match of \$20,000 to help us bring this federal grant to Pine Grove Mills village and Ferguson township community. By showing strong leadership and support from our hosting municipality, we will be able to justify seeking financial support from the adjoining municipalities as well. I have met with County Commissioners Higgins and Concepcion, and they have both expressed strong support. However, they are waiting for Ferguson to take the lead before giving us their financial support.

The timeline of the grant demands that we secure our Ferguson township grant match as soon as possible, so that both the county and additional municipalities can follow suit and all commitments can be secured before our April 28th deadline.

Local Food Promotion Program Grant:

<https://www.ams.usda.gov/services/grants/lfpp>

The Local Food Promotion Program (LFPP) funds projects that develop, coordinate and expand local and regional food business enterprises that engage as intermediaries in indirect producer to consumer marketing to help increase access to and availability of locally and regionally produced agricultural products. Grants can be used for the planning stages of establishing or expanding a local and regional food business enterprise or to improve or expand a food business that supports locally and regionally produced agricultural products and food system infrastructure by performing feasibility studies, market research, training and technical assistance for the business enterprise and/or for producers working with the business enterprise.

Items for Ferguson Township Board Agenda from Centre Kitchen Collective

Responses to additional items requested for consideration:

Description of the LLC and non-profit - *See attached*

Business or entity assisting Centre Kitchen Collective with the grant submittal and the administration of the grant

I am a member of the Food System Leadership Network, and have been receiving training and support specific to this USDA Local Food Promotion Program (LFPP) grant through them. Centre Kitchen Collective is also in the process of accepting a \$17,000 capacity building grant from the Nutrition Incentive Hub to help our organization develop our program and develop our network towards our SNAP administration pilot program grant application in 2024. Currently there is no entity identified for assistance with grant administration, but Kitchen Table Consultants will be a sub-contractor on the grant and will be available to assist if needed.

Listing of the entities invested in providing funds for the grant match

Entities have not yet confirmed their cash contributions. Financial contribution from Centre County is pending. In-kind contributions are eligible for the match and will be provided through indirect costs, volunteer hours and donated technical services.

Is there legal counsel assisting Centre Kitchen Collective to review the grant submittal materials.

Dave Engle, Esq, of Law Firm Engle, Kauffman & VanHorn, P.C. will be reviewing materials as needed.

Organizational Descriptions

Centre Kitchen Collective

Sabine Carey and Elaine Meder-Wilgus co-founded Centre Kitchen Collective (CKC) as a Pennsylvania non-profit organization in February of 2023. It has not yet received 501c3 status, but is expected to have completed the IRS status determination by the fall of 2023.

Centre Kitchen Collective was founded with a mission to cultivate a resilient community where people are nourished by locally grown and prepared food, while nurturing vibrant connections between farmers and our local food economy.

In addition to the Incubator Kitchen initiative, CKC is developing networks to strengthen and support the county's SNAP food access program at local farmers markets and CSA's, with the goal of securing a grant to operate a pilot SNAP administration/Double Bucks program in 2024.

The organization is currently managed by Directors Sabine Carey, Elaine-Meder Wilgus and Laura Valchar.

Elaine is a State College native and long-time business owner of Webster's Bookstore and Cafe. Elaine has consistently shown her support by purchasing directly from local farmers for her own cafe. Her commitment to our local community, to our farmers and to zero waste packaging make her an ideal leader in our efforts.

Laura Valchar possesses a strong foundation in both farming and food service. Her culinary experience includes operating Good Feelery Foods in State College, as well as working as a chef at ReFarm Cafe. Her culinary and pastry skills and dedication to working on local food system change and food security issues make her an invaluable asset to our initiative.

Centre Markets LLC

Centre Markets LLC was founded in 2020 by Sabine Carey. Sabine was both a vendor and on the managing board of the North Atherton Farmers Market at the time, and saw the urgent need to act in the beginning of the COVID crisis. The Centre Markets online farmers market was created to provide a safe and convenient sales platform connecting our farmers market vendors to customers that were limited from coming to market. At a time of non-essential business closings, quarantines, and social distancing, Centre Markets was able to allow our farmers to continue critical sales, and it allowed those community members staying away from crowded markets to receive curbside pickup and even delivery. Centre Markets currently has 6 part-time employees, and has sold more than \$650,000 in local foods since its beginning.

Centre Markets LLC just celebrated our three-year anniversary. Over those years we have aggregated orders in St. Johns Church parking lot, the Boalsburg Farmers Market and even the Fire Hall. For the past two years we have collaborated with and rented warehouse space from Nature's Pantry warehouse space for our order aggregation and distribution on Saturdays. Centre Markets has outgrown this space and limiting sales model, and is ready to expand into a brick and mortar local food retail store, which will also serve as its base to expand into serving restaurant wholesale needs and local food subscriptions.

Fwd: Centre Markets project support

Strickland,Lisa <lstrickland@twp.ferguson.pa.us>

Sat 4/1/2023 10:16 AM

To: Martin, Centrice <cmartin@twp.ferguson.pa.us>

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Kelly Johnson <kellyacjohnson@gmail.com>

Sent: Saturday, April 1, 2023 8:35:50 AM

To: Strickland,Lisa <lstrickland@twp.ferguson.pa.us>

Subject: Centre Markets project support

You don't often get email from kellyacjohnson@gmail.com. [Learn why this is important](#)

Hi Lisa,

I am writing to request that this project be put on the agenda for this week's meeting. I am so excited that Centre Markets might be able to get a physical space here in our township to provide such a valuable local service to our farmers and families. I fully support our township helping to meet the required USDA grant match.

Thanks for your service to our community,

Kelly Johnson



Fwd: Support of Centre Markets

Strickland,Lisa <lstrickland@twp.ferguson.pa.us>

Sat 4/1/2023 10:16 AM

To: Martin, Centrice <cmartin@twp.ferguson.pa.us>

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Todd Erdley <todd@videonlabs.com>

Sent: Saturday, April 1, 2023 9:58:20 AM

To: Strickland,Lisa <lstrickland@twp.ferguson.pa.us>; Stephens, Patty <pstephens@twp.ferguson.pa.us>; Dininni,Laura <ldininni@twp.ferguson.pa.us>; Thompson, Jeremie <jthompson@twp.ferguson.pa.us>; cgracie-griffin@twp.ferguson.pa.us <cgracie-griffin@twp.ferguson.pa.us>

Cc: Sabine Carey <freerangingcarey@gmail.com>

Subject: Support of Centre Markets

You don't often get email from todd@videonlabs.com. [Learn why this is important](#)

Hello everyone,

My name is Todd Erdley. I have been a Ferguson Township resident for nearly 40 years and currently live on Chatham Court. In addition, the company I founded, Videon, has been in Ferguson Township since it was started in '97. Videon is currently located on Sandy Drive.

This email touches on three areas of passion for me. There is my conviction that Ferguson Township is the gem in our area providing opportunities from high tech business to wonderful housing to the outdoors that range from farming to hiking to biking to gardening. The second thing I want to amplify is my strong conviction for support of the entrepreneurial spirit that is foundational to making our township and our community, a better place to live. And lastly, I want to amplify my belief that our Township is foundational to a healthy lifestyle grounded in the food that we eat from literally our back yard.

This morning I became aware of the vision Centre Markets has for a Ferguson Township location. Wow. This is amazing. It touches on all three areas of my passion. This Market being located in Ferguson Township has the ability to make our area an even better place to live, it has the opportunity to showcase entrepreneurship, and it has the opportunity to provide direct connection for a growing number of people to locally sourced food.

I am passionately in favor of this concept and strongly encourage the Ferguson Township leaders to consider support for the Centre Markets team and their project. To see Centre Markets take its next evolutionary step in Ferguson Township would be a phenomenal outcome towards a continual improvement in our "back yard".

Thank you all for what you do in support of the Township.

Sincerely

Todd Erdley

--



Todd Erdley
President, Founder

(814) 883-5932

todd@videonlabs.com

www.videonlabs.com

2171 Sandy Drive, State College, PA 16803

EMAIL CONFIDENTIALITY STATEMENT: This email, including any attachments hereto, may contain confidential and/or proprietary information of Videon Central, Inc., and/or may include information controlled for export purposes under the U.S. International Traffic in Arms Regulations (ITAR) and is intended for the recipient only. No export, sale, transfer, release or other disposition of this information is permitted without prior authorization. If you are not the intended recipient please 1) do not disclose, copy, distribute or use this message or its contents to any other person or entity. 2) advise the sender by return e-mail, and 3) delete all copies, including attachments, from your computer. Your cooperation is greatly appreciated.

Fwd: Please support Centre Markets grant match request

Strickland,Lisa <lstrickland@twp.ferguson.pa.us>

Sat 4/1/2023 10:17 AM

To: Martin, Centrice <cmartin@twp.ferguson.pa.us>

Sent from my Verizon, Samsung Galaxy smartphone

Get [Outlook for Android](#)

From: Anna Engels <annaengels@gmail.com>

Sent: Saturday, April 1, 2023 10:02:42 AM

To: Strickland,Lisa <lstrickland@twp.ferguson.pa.us>; Stephens, Patty <pstephens@twp.ferguson.pa.us>; Dininni,Laura <ldininni@twp.ferguson.pa.us>; Thompson, Jeremie <jthompson@twp.ferguson.pa.us>; cgracie-griffin@twp.ferguson.pa.us <cgracie-griffin@twp.ferguson.pa.us>

Cc: Jeremy Engels <jdengels@gmail.com>

Subject: Please support Centre Markets grant match request

Some people who received this message don't often get email from annaengels@gmail.com. [Learn why this is important](#)

Dear Ferguson Township Board of Supervisors,

I'm writing today to voice my support for Centre Markets efforts to apply for a federal grant for a brick and mortar store and commercial kitchen here in Ferguson Township. Please add them to Tuesday's agenda to present their initiative and request support. My understanding is that they need the township to support their efforts to bring this federal grant to our community by contributing to their grant match request.

My husband and I live in Ferguson Township and we order food from Centre Markets every week. We treasure this access to local healthy food! I strongly believe in investing in our local food community - for the health of our local farmers and entrepreneurial food businesses, health of individuals with access to fresh local food, and health of our planet to cut down on emissions by eating local. Please support their efforts with a grant match request!

Thank you.

~Anna Engels

--

Anna S. Engels, Ph.D., E-RYT 500, YACEP

www.annaengels.com

Co-Founder of Yoga Lab

www.YogaLabStudio.com

Creator of Sunny Get Up

www.sunnygetup.com

Yoga Instructor, PSU Dept of Kinesiology

email: annaengels@gmail.com

Fwd: Centre Markets

Strickland,Lisa <lstrickland@twp.ferguson.pa.us>

Sat 4/1/2023 11:24 AM

To: Martin, Centrice <cmartin@twp.ferguson.pa.us>

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Steve Seltzer <steve.seltzer@lrhomes.com>
Sent: Saturday, April 1, 2023, 11:22 AM
To: Strickland,Lisa <lstrickland@twp.ferguson.pa.us>
Subject: Centre Markets

You don't often get email from steve.seltzer@lrhomes.com. [Learn why this is important](#)

Hello Lisa

Just dropping you a quick email to offer my support of Centre Markets locating a store here in Ferguson Township and for the township to do what it can to help them secure grant match commitments.

People who are buying our homes here at Orchard View would love to be able to shop locally in Ferguson Township for their farm fresh products. I personally shop at Centre Markets and having them nearby would be a welcome benefit to all who are working and living here in the township.

Come visit our model home! Hours: Thursday through Monday 11:00am - 5:00pm - Other hours available with prior appointment.

Steve Seltzer - Sales and Marketing
BTJM Orchard View LLC
179 Apple View Drive
State College, PA 16801

steve.seltzer@LRCHomes.com

Office Phone: (814) 424-8935
Cell Phone: (814) 330-6363

Fwd: Grant request - Centre Kitchen Collective

Strickland,Lisa <lstrickland@twp.ferguson.pa.us>

Sat 4/1/2023 5:26 PM

To: Martin, Centrice <cmartin@twp.ferguson.pa.us>

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Gina Corl <ginacorl@gmail.com>**Sent:** Saturday, April 1, 2023 5:17:31 PM**To:** cgracie-griffin@twp.ferguson.pa.us <cgracie-griffin@twp.ferguson.pa.us>; Thompson, Jeremie <jthompson@twp.ferguson.pa.us>; Dininni,Laura <ldininni@twp.ferguson.pa.us>; Strickland,Lisa <lstrickland@twp.ferguson.pa.us>; Stephens, Patty <pstephens@twp.ferguson.pa.us>**Cc:** Scott Erdenberger <erdenberger@gmail.com>**Subject:** Grant request - Centre Kitchen Collective

Some people who received this message don't often get email from ginacorl@gmail.com. [Learn why this is important](#)

Hello,

I have been a Ferguson Township resident for more than 20 years, and am writing today to request your support for the grant match request for Centre Kitchen Collective.

We need to continue to support local farmers and small businesses, and this is the perfect opportunity for both. This also creates an opportunity for this market to bring more people who will spend money into Ferguson Township. The food/culinary tourism industry continues to grow and we should not let this opportunity pass. Please act now to support the grant match request.

Best regards,

Gina Corl

131 Chester Dr.

Pine Grove Mills, PA

814-867-8557

Fw: Grant Match for Centre Markets and Centre Kitchen Collective

Lisa Strickland <lstrickland@twp.ferguson.pa.us>

Sun 4/2/2023 2:59 PM

To: Martin, Centrice <cmartin@twp.ferguson.pa.us>

From: E. Emily <eemilysteff@gmail.com>**Sent:** Sunday, April 2, 2023 2:26 PM**To:** Lisa Strickland <lstrickland@twp.ferguson.pa.us>; Patty Stephens <pstephens@twp.ferguson.pa.us>; Dininni, Laura <ldininni@twp.ferguson.pa.us>; Thompson, Jeremie <jthompson@twp.ferguson.pa.us>; cgracie-griffin@twp.ferguson.pa.us <cgracie-griffin@twp.ferguson.pa.us>**Subject:** Grant Match for Centre Markets and Centre Kitchen Collective

Some people who received this message don't often get email from eemilysteff@gmail.com. [Learn why this is important](#)

I am writing to ask that the Ferguson Township BOS support the grant match request for Centre Markets and Centre Kitchen Collective.

Centre Markets deeply enriches our community by providing fresh, local food to us and by supporting our wonderful farmers. By supporting local agriculture, we support healthy eating, hard working farmers, local jobs, and climate-friendly food choices.

My mom and I eat almost all local foods and rely on our local markets to provide these foods. However, I am disabled and my mom is elderly--and she spends an inordinate amount of time running from market to market to get what we need.

It would be absolutely WONDERFUL to have a brick and mortar storefront IN Ferguson Township where we (and everyone!) could shop for local foods year round.

Ferguson Township prides itself on green space and other amenities that make it a favorite place to live. Why not add what is the epitome of local? Please support the grant match for Centre Markets and the Centre Kitchen Collective.

Thank you,
Emily and Renee Steffensmeier

Emily Steffensmeier

Rowe's Research Runners:

Please visit our NEW [website](#) to register, donate, buy merch or learn more!

My New Website and Blog: www.chronicallyemily.com

"Fight for the things that you care about, but do it in a way that will lead others to join you." ~Ruth Bader Ginsburg