

Dauphin County General Authority

Minutes for the July 17, 2024 Board Meeting

Present: Barb Zemlock, Dave Shannon and Eric Epstein, in person and Bill Kohl (at 8:30) and Doug Gelder by video conference.

Administrator: Jay Wenger.

Financial Advisor: Jay Wenger.

Solicitor: Guy Beneventano, in person.

PMI: Breanna McCoy, via video conference.

Andrew Kehl, via video conference.

Chris Strand, Troon Golf Management, in person.

The meeting was called to order at 8:03 am, by the Chairperson, Barb Zemlock, and a quorum was present. The meeting was properly advertised.

Executive Session held Between Board Meetings:

The Board held executive sessions on June 30 and July 3 to obtain the advice of counsel with respect to real estate matters. The Administrator was present to provide factual information.

Approval of June 19, 2024 Board Meeting minutes:

Motion: Eric Epstein

Second: Doug Gelder

Approved 4-0

Public Comment:

None

RIVERFRONT OFFICE CENTER

- A. The Board approved the payment to PMI in the amount of \$131,867.20 for the June, 2024 operating expenses.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- B. The Board approved the Orkin proposal in the amount of \$9,960.00 for the treatment of spiders on the fifth floor. The work will be performed after hours, on a Friday to avoid employees. Mr. Epstein asked PMI if we are indemnified in the event an employee has a health claim related to the spider treatment. Mr. Beneventano responded that the Authority is not indemnified against such a claim.

This expense will be paid from Operations.

Motion: Eric Epstein

Second: Dave Shannon

Approved 4-0

- C. The Board approved the Overhead Door proposal in the amount of \$5,502.02 for the annual overhead door inspection.

This expense will be paid from Operations.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- D. The Board approved the Morefield Communications proposal and related Addendum, as drafted by Mr. Beneventano, in the amount of \$33,239.00 to install eight (8) card readers at the elevators. Ms. McCoy stated the additional card readers will improve elevator performance and reduce wear. This work will be performed as part of the elevator modernization project.

This expense will be paid from the Renewal and Replacement Fund.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- E. The Board approved the Triangle Fire Protection proposal in the amount of \$1,450.00 to remove and replace one coupler.

This expense will be paid from operations.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- F. The Board approved the Ainsworth proposal in the amount of \$4,793.00 to repair HVAC unit 1-39.

This expense will be paid from the Renewal and Replacement Fund.

Motion: Eric Epstein

Second: Dave Shannon

Approved 4-0

- G. Fence Project Status Report

The project is on hold, pending receipt of a permit from the City of Harrisburg.

- H. The Board ratified the Use Agreement with PA Dot for the School Bus Instructor Training Program.

- I. Loading Dock Project

Breanna McCoy reported that the project is on hold, pending the approval, by Gannett Fleming, of the contract provided by Mr. Beneventano.

- C. Approved the payment to Beyond The Numbers in the amount of \$3,240.00 for the June financial statement report.

Motion: Dave Shannon

Second: Bill Kohl

Approved 5-0

- D. Mr. Wenger reported that the Authority is waiting for a response from the IRS, related to the 2005 Escrow matter with BNY Mellon.

- E. Mr. Wenger reported that the Authority received one audit services proposal and Mr. Kehl contacted the other firms that received the RFP to determine if they had interest. Several firms responded they would consider the RFP and it was sent a second time, with proposal due in August.

F.

Dauphin Highlands Golf Course: Matters Requiring Action

- A. The Board ratified the August 1, 2024 S&T Bank Loan debt service payment in the amount of \$31,035.50.

Motion: Eric Epstein

Second: Dave Shannon

Approved 5-0

- B. Weather Policy

The Board discussed a request for proposal, as drafted by Mr. Beneventano, Mr. Shannon and Mr. Wenger.

- C. The Board approved the payment of the McNees Wallace & Nurick invoice in the amount of \$1,348.50 for work related to the 2005 Escrow and BNY Mellon. This expense will be reimbursed by BNY Mellon.

Motion: Eric Epstein

Second: Dave Shannon

Approved 5-0

- D. The Board approved the payment of the Dauphin Highlands Golf Course invoice in the amount of \$4,039.25 for the ADT security system upgrade and installation.

Motion: Eric Epstein

Second: Dave Shannon

Approved 5-0

- E. The Board approved the payment of the George E. Ley Co. invoice in the aggregate amount of \$9,704.37 for the standpipe repair in the pond on hole #18.

Motion: Dave Shannon

Second: Eric Epstein

Approved 5-0

- F. Mr. Wenger presented a debt repayment plan that would reduce the current debt by \$1,175,000, in 2024 and \$150,000, annually, from 2025 to 2030. The monthly payments to S&T Bank will remain as they are, allowing for additional prepayments, monthly. The Board directed Mr. Wenger to proceed and a formal resolution to authorize the prepayment will be presented at the August 21 Board meeting.

Old Business:

The Board discussed the status of the website development. The Board directed Mr. Wenger and Mr. Beneventano to provide the necessary website documents to complete the website, as soon as possible.

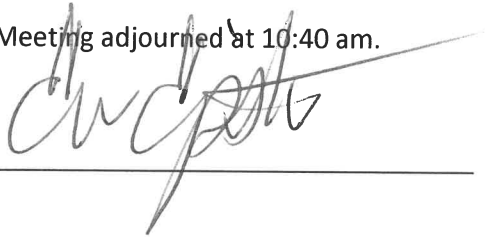
Executive Session:

The Board held an Executive Session to discuss personnel matters.

Other Business:

None

Meeting adjourned at 10:40 am.



A handwritten signature in black ink, appearing to read "C. Wenger", is written over a horizontal line. The signature is stylized and cursive.