

Dauphin County General Authority

Minutes for the December 18, 2024 Board Meeting

Present: Barb Zemlock, Eric Epstein and Dave Shannon in person. Doug Gelder (at 8:06) and Bill Kohl (at 9:15), by video conference.

Administrator: Jay Wenger.

Solicitor: Theresa Mongiovi, in person.

PMI: Breanna McCoy, via video conference.

Andrew Kehl, via video conference.

Troon: Chris Strand, in person

The meeting was called to order at 8:02 am, by the Chairperson, Barb Zemlock, and a quorum was present. The meeting was properly advertised.

Executive Session held Between Board Meetings: None

Approval of November 20, 2024 Board Meeting minutes:

Motion: Eric Epstein

Second: Dave Shannon

Approved 3-0

Public Comment:

None

RIVERFRONT OFFICE CENTER

- A. The Board approved the payment to PMI in the amount of \$99,153.94 for the November, 2024 operating expenses

Motion: Eric Epstein

Second: Dave Shannon

Approved 3-0

- B. The Board approved the payment of the OAESYS invoice in the amount of \$4,495.00.
This expense will be paid from the Renewal and Replacement Fund.

Motion: Dave Shannon

Second: Eric Epstein

Approved 3-0

- C. The Board approved the Ainsworth proposal in the amount of \$5,869.00 to repair the cooling tower motor. A new motor cost would be \$21,000.00

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

Motion: Dave Shannon

Second: Eric Epstein

Approved 3-0

- D. The Board approved the Overhead Door proposal in the amount of \$1,216.00 to repair the cardboard compactor door.

This expense will be paid from operations.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- E. Ms. McCoy reported that TK Elevator will start the modernization project the week of January 6. PMI has met with the tenants and DGS to discuss the scope and schedule for the project.

- F. Ms. McCoy reported that the PADOT lobby project is under review at DGS.

- G. The Board approved the assignment of the Facilities Concierge contract to Diversified Maintenance.

Motion:

Dave Shannon

Second: Eric Epstein

Approved 4-0

- H. The Board approved the PMI contract to manage the Riverfront Office Center. The term of the agreement is three years.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- I. The Board ratified the PADOT Leasehold Consent Form in the amount of \$975.00 to install four (4) steel bollards around the guard shack.

This is a tenant expense.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- J. The Board approved the Natural Gas Purchase Agreement with Constellation Energy at a rate of \$0.5590 per Cef. The term of the agreement is eleven months.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- K. The Board approved the Allset Tile & Marble Inc. proposal in the amount of \$7,420.00 to replace floor tile in the customer lobby.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- L. The Board approved the Leasehold Improvement Consent in the amount of \$797.00 to install a 50 AMP circuit.

This is a tenant expense.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- M. The Board approved the Capitol View Construction proposal in an amount not to exceed \$10,650.00 to repair the damaged light standard in the parking lot. The incident has been submitted as an insurance claim, subject to the \$5,000.00 deductible.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

- N. Ms. McCoy reported that the annual building assessment report has been received and will be reviewed in detail with the Property Committee, in January.

November 30 Financial Report and 2025 Budget

Mr. Kehl provided an overview of the financial statements, as of November 30, 2024.

The Board approved the 2025 budgets, subject to the inclusion of special counsel expense for 2025.

Motion: Dave Shannon

Second: Eric Epstein

Approved 4-0

SOLICITOR'S REPORT – None

FINANCIAL ADVISOR'S REPORT – None

GOLF COMMITTEE REPORT

November rounds and revenue exceeded budget.

Troon has obtained a cost estimate in the amount of \$131,000 to complete the water line from the quarry to the pond adjacent to hole #18.

Year to date rounds are slightly greater than 51,000.

Troon has proposed replacing all of the ceiling tiles and ceiling fans in the 5 Iron Grille. The Board directed Mr. Strand to obtain a cost estimate for the project.

The hole #17 tee expansion project is delayed to early 2025.

ADMINISTRATOR'S REPORT

Dauphin County General Authority Matters

- A. Approved the payment to RBC Capital Markets in the amount of \$6,500 for the November Administrative Services Agreement.

Motion: Dave Shannon

Second: Eric Epstein

Approved 5-0

- B. Approved payment to Guy Beneventano for legal services in the amount of \$6,666.66, for December invoice. This is the final payment to Mr. Beneventano.

Motion: Eric Epstein

Second: Dave Shannon

Approved 5-0

- C. Approved the payment to Beyond The Numbers in the amount of \$3,400.00 for the November financial statement report.

Motion: Eric Epstein

Second: Bill Kohl

Approved 5-0

- D. The Board approved the payment of the Post & Schell invoice in the amount of \$12,294.00 for October and November solicitor work.

Motion: Dave Shannon

Second: Eric Epstein

Approved 5-0

- E. The Board approved the RBC Capital Markets Agreement for Administrative Services for 2025.

Motion: Dave Shannon

Second: Eric Epstein

Approved 5-0

- F. The Board approved the payment of the SOTORIS invoice in the amount of \$75.00 for the annual TEAMS videoconference license.

Motion: Eric Epstein

Second: Dave Shannon

Approved 5-0

- G. The Board approved The Beyond The Numbers agreement for accounting services for 2025.

Motion: Dave Shannon

Second: Bill Kohl

Approved 5-0

DAUPHIN HIGHLANDS GOLF COURSE

- A. The Board ratified the January 1, 2025 S&T Bank Loan debt service payment in the amount of \$28,242.11.

Motion: Eric Epstein

Second: Bill Kohl

Approved 5-0

- B. The Board approved the RFP for in-cart technology.**

Motion: Bill Kohl

Second: Eric Epstein

Approved 5-0

- C. The Board discussed the quarry water project, with concerns about blasting and the related compliance request from the quarry owner.

- D. The Board approved the Direction Letter to BNY Mellon, directing BNY Mellon to pay the McNeese Wallace & Nurick invoice in the amount of \$2,393.50 for work related to the 2005 Escrow filing with the IRS.

Motion: Eric Epstein

Second: Dave Shannon

Approved 5-0

Old Business:

The Board discussed obtaining distinct DCGA email addresses for the board members and the Administrator. The Board directed Mr. Wenger to proceed with distinct email addresses.

Executive Session:

The Board held an executive session to discuss a potential real estate transaction and the Administrator was present to provide information.

Other Business: None

Meeting adjourned at 10:15 am.

