

Barbara A. Zemlock, Chairperson
David W. Shannon, Vice-Chairman
William D. Kohl, Treasurer
Douglas S. Gelder, Asst. Secretary/Asst. Treasurer
Eric Epstein

650 South Harrisburg Street
Harrisburg, PA 17113
Telephone: 717-985-1627

WEDNESDAY, AUGUST 21, 2024
DAUPHIN COUNTY GENERAL AUTHORITY BOARD OF DIRECTORS
REGULAR BOARD MEETING

- I. CALL TO ORDER
- II. APPROVAL OF THE JULY 17, 2024 BOARD MEETING MINUTES
- III. EXECUTIVE SESSIONS - NONE
- IV. PUBLIC COMMENT
- V. RIVERFRONT OFFICE CENTER REPORT – BREANNA MCCOY
 - A. PMI – JULY OPERATING EXPENSES - \$154,460.38

MOTION: REQUESTING APPROVAL FOR THE TRANSFER TO PMI IN THE AMOUNT OF \$154,460.38 TO PAY THE JULY 2024 OPERATING EXPENSES.
 - B. HERSHOCK’S PROPOSAL - \$855.00

MOTION: REQUESTING APPROVAL OF THE HERSHOCK’S PROPOSAL IN THE AMOUNT OF \$855.00 TO REPAIR A BROKEN WINDOW (SHOOTING INCIDENT #2).

THIS EXPENSE WILL BE PAID FROM OPERATIONS.
 - C. OVERHEAD DOOR PROPOSAL - \$867.00

MOTION: REQUESTING APPROVAL OF THE OVERHEAD DOOR PROPOSAL IN THE AMOUNT OF \$867.00 TO REPLACE VERTICAL TRACKING ON TWO LOADING DOCK DOORS.

THIS EXPENSE WILL BE PAID FROM OPERATIONS.
 - D. MOREFIELD COMMUNICATIONS INVOICE - \$16,619.50

MOTION: REQUESTING APPROVAL OF THE MOREFIELD COMMUNICATIONS INVOICE IN THE AMOUNT OF \$16,619.50, PAYMENT #1, FOR THE ELEVATOR CARD READER PROJECT.

THIS EXPENSE WILL BE PAID FROM THE RENEWAL AND REPLACEMENT FUND.
 - E. FENCE PROJECT

PERFORMANCE BOND RECEIVED. PROJECT READY TO PROCEED.
 - F. LOADING DOCK PROJECT STATUS REPORT

CORRESPONDENCE FROM GANNETT FLEMING, UPDATE.
 - G. PADOT LEASEHOLD IMPROVEMENT CONSENT - \$2,088.00

MOTION: REQUESTING APPROVAL OF THE PADOT LEASEHOLD IMPROVEMENT CONSENT IN THE AMOUNT OF \$2,088.00 TO REMOVE ONE PRINT SHOP EQUIPMENT AND REPLACE WITH NEW EQUIPMENT.

THIS IS A TENANT EXPENSE.
 - H. LEASED PREMISES INSPECTION REPORT

MOTION: REQUESTING ACCEPTANCE OF THE LEASE PREMISES ACCEPTANCE FORM IN CONNECTION WITH THE EMPLOYEE LOBBY RENOVATION PROJECT.

I. CLOSED CIRCUIT TELEVISION DOCUMENT RETENTION POLICY

MOTION: REQUESTING APPROVAL OF THE CCTV DOCUMENT RETENTION POLICY, AS DRAFTED BY PMI.

J. GREEMBELT REQUEST TO STORE LAWN MOWER ON ROC PROPERTY

K. PADOT MOTORCYCLE SHED REQUEST – REPORT

L. PADOT HOMELESS PERSON COMPLAINT – INFORMATION ONLY

M. COOLING TOWER WATER TEST – INFORMATION ONLY

N. WILMINGTON TRUST INVOICE - \$5,000.00

MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE WILMINGTON TRUST INVOICE IN THE AMOUNT OF \$5,000.00 FOR THE SERIES OF 2020 ANNUAL TRUSTEE FEE.

THIS EXPENSE WILL BE PAID FROM OPERATIONS

O. BY DESIGN CONSULTANTS, INC. SETTLEMENT AGREEMENT

MOTION: REQUESTING APPROVAL OF THE SETTLEMENT AGREEMENT BETWEEN THE DAUPHIN COUNTY GENERAL AUTHORITY AND BY DESIGN CONSULTANTS, INC. IN CONNECTION WITH THE EMPLOYEE LOBBY PROJECT.

P. TKS ARCHITECT'S PROPOSAL - \$44,790.00

MOTION: REQUESTING APPROVAL OF THE TKS ARCHITECT'S PROPOSAL IN THE AMOUNT OF \$44,790 TO PROVIDE A STRUCTURAL BUILDING REVIEW.

Q. G.R. SPONAUGLE INFRARED SCAN PROPOSAL

MOTION: REQUESTING RATIFICATION OF THE G.R. SPONAUGLE PROPOSAL IN THE AMOUNT OF \$11,442.00 TO PROVIDE ELECTRICAL SYSTEM ANALYSIS.

R. G.R. SPONAUGLE ELECTRICAL COMPONENT INFRARED SCAN REPORT

INFORMATION ONLY

VI. FINANCIAL REPORTS – BEYOND THE NUMBERS

A. FINANCIAL REPORTS – JULY 31, 2024

VII. GOLF COMMITTEE REPORT

JULY TRANSFER = \$47,005.45

JULY REVENUE AND ROUNDS WERE BELOW BUDGET.

YEAR TO DATE, NET INCOME IS \$47,000 GREATER THAN BUDGET.

WATER PURCHASED IN JULY WAS \$31,000.00

**VIII. REPORT FROM THE ADMINISTRATOR
MATTERS REQUIRING ACTION:**

A. RBC CAPITAL MARKETS INVOICE - \$6,500.00 (July 2024 Administrative Services)

MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE RBC CAPITAL MARKETS LLC JULY INVOICE IN THE AMOUNT OF \$6,500.00.

B. GUY P. BENEVENTANO, ESQUIRE, LLC INVOICE - \$6,683.91

MOTION; REQUESTING APPROVAL FOR THE PAYMENT OF THE GUY BENEVENTANO, ESQUIRE, LLC INVOICE IN THE AMOUNT OF \$6,683.91, INCLUDING \$17.25 FOR OUT-OF-POCKET EXPENSES.

C. BEYOND THE NUMBERS INVOICE- \$3,240.00

MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE BEYOND THE NUMBERS INVOICE IN THE AMOUNT OF \$3,240.00 FOR THE JULY ACCOUNTING WORK.

D. ROUND 4, LLC INVOICE - \$1,465.00

MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE ROUND 4, LLC INVOICE IN THE AMOUNT OF \$1,465.00. THIS IS THE FINAL WEBSITE DEVELOPMENT INVOICE.

E. 2005 ESCROW STATUS REPORT

NO RESPONSE FROM THE IRS

F. AUDIT PROPOSAL

MOTION: REQUESTING APPROVAL OF THE BOYER & RITTER AUDIT SERVICES PROPOSAL IN THE AMOUNT OF \$22,500.00 FOR 2024, \$23,000 FOR 2025 AND \$23,500 FOR 2026.

G. PUBLIC MEETING SPEAKER POLICY

MOTION: REQUESTING APPROVAL OF RESOLUTION 2024-04, DEFINING PUBLIC COMMENT.

H. RETENTION OF SPECIAL COUNSEL

MOTION: REQUESTING APPROVAL TO RETAIN POST & SCHELL AS SPECIAL COUNSEL TO THE AUTHORITY.

IX. DAUPHIN HIGHLANDS GOLF COURSE

A. RATIFY THE SEPTEMBER 1, 2024 DEBT SERVICE PAYMENT – \$31,035.51

MOTION: REQUESTING RATIFICATION FOR THE PAYMENT OF THE SEPTEMBER 1, 2024 DEBT SERVICE PAYMENT IN THE AMOUNT OF \$31,035.51.

B. DEBT PREPAYMENT RESOLUTION

MOTION: REQUESTING APPROVAL OF RESOLUTION 2024-03, TO PREPAY AN ADDITIONAL \$1,000,000.00 FOR THE DAUPHIN HIGHLANDS GOLF COURSE LOAN, SERIES OF 2020.

C. FAIRWAY IQ CART TECHNOLOGY PROPOSAL

MOTION: REQUESTING APPROVAL OF THE FAIRWAY IQ PROPOSAL IN THE AMOUNT OF \$30,000.00 FOR THE WEATHER ALERT SYSTEM, INCLUDING VIDEO MONITORS AND WEATHER ALERT TECHNOLOGY FOR 78 CARTS.

THE COST WILL BE \$2,652.00 PER MONTH, PLUS \$11,700.00 TO INSTALL 78 MONITORS AND GPS EQUIPMENT.

THIS DOES NOT INCLUDE THE ACCU-WEATHER SOFTWARE.

D. ACCU-WEATHER SUBSCRIPTION - \$450.00 PER MONTH

MOTION: REQUESTING APPROVAL OF THE ACCU WEATHER SOFTWARE IN CONNECTION WITH THE WEATHER ALERT SYSTEM. THE MONTHLY FEE IS \$450.00.

E. TURF EQUIPMENT AND SUPPLY COMPANY INVOICE - \$90,486.06

MOTION: REQUESTING APPROVAL FOR THE PAYMENT OF THE TURF EQUIPMENT AND SUPPLY COMPANY INVOICE IN THE AMOUNT OF \$90,486.06 FOR THE ROUGH LAWNMOWER, MODEL 4500-D.

X. OLD BUSINESS

A. GREENBELT UPDATE – INFORMATION ONLY

XI. EXECUTIVE SESSION

XII. ADJOURNMENT