Dauphin County General Authority

Minutes for January 17, 2024 Board Meeting

Present: Dave Shannon, In person; Doug Gelder and Todd Pagliarulo, 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.

Tim Horstmann, McNees Wallace & Nurick, via video conference.

The meeting was called to order at 8:00 am, by the Vice Chair, Dave Shannon, and a quorum was present. The meeting was properly advertised.

2024 Reorganization

Vice Chair, Dave Shannon asked for nominess for board officer positions. Todd Pagliarulo offered a motion to retain all officer positions from 2023. Mr. Gelder seconded the motion and the nomination was approved by a 3-0 vote.

Officers for 2024 are: Barb Zemlock, Chair

Dave Shannon, Vice Chair

Bill Kohl, Treasurer

Todd Pagliarulo, Secretary

Doug Gelder, Assistant Treasurer and Assistant Secretary

Property Committee: Todd Pagliarulo, Chair and Doug Gelder, member

Golf Committee:

Bill Kohl, Chair and Dave Shannon, member

Budget Committee:

Dave Shannon

Executive Session held Between Board Meetings:

None

Approval of December 20, 2023 Board Meeting minutes:

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

Public Comment:

None

RIVERFRONT OFFICE CENTER

A. The Board approved the payment to PMI in the amount of \$131,131.82 for the December, 2023 operating expenses.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

- B. Elevator Renovation Project: Mr. Beneventano is working on a contract with Thysennkrupp and expects to have a contract for review and approval at the February Board meeting.
 Ms. McCoy informed the Board that each elevator modernization will take several weeks to complete.
- C. Ms. McCoy reported that the employee lobby project is substantially complete and should be 100% completed by January 31.
- D. Ms. McCoy reported that there have not been any issues in connection with the Veterans' Outreach of PA housing project.
- E. Greenbelt Path: Ms. McCoy reported that the Greenbelt has closed the path along and near the Riverfront Office Center. For now, the path has been re-routed along Sycamore Street.
- F. Ms. McCoy recommended that the Air Quality issue and requested testing should be the tenant's responsibility. The Board directed PMI to have a comprehensive test performed in the print shop.

December 31 Financial Report

Mr. Kehl provided an overview of the year-end financial statements. Both the ROC and the Dauphin Highlands golf course performed better than the respective budgets. The Board approved a revised ROC 2024 budget, as presented by Andrew Kehl.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

SOLICITOR'S REPORT --

None

FINANCIAL ADVISOR'S REPORT

None

GOLF COMMITTEE REPORT

Mr. Strand reported that the Highlands had 56,029 rounds in 2023, a new record. Revenue for 2023 was a record as well. Net income exceeded budget by \$113,000.

Annual maintenance is ongoing in the Grill Room.

ADMINISTRATOR'S REPORT

Dauphin County General Authority Matters

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

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

B. Approved payment to Guy Beneventano for legal services in the amount of \$7,007.83, including December expenses in the amount of \$341.17.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

C. Approved the payment to Beyond The Numbers in the amount of \$2,950.00 for the December financial statement report.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

D. Approved the payment of the UCC-1 invoice from Wilmington Trust in the amount of \$84.00.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

E. Approved the payment of the McNees Wallace & Nurick invoice in the amount of \$8,100.50 for work related to the 2005 escrow work. This expense will be paid by the trustee.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

F. Approved the payment of the PA Media Group invoice in the amount of \$160.74 for the 2024 meeting schedule and board reorganization advertisement.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

G. Approved the Voluntary Closing Agreement ("VCAP"), as presented by Tim Horstmann, for the 2005 escrow issue to be filed with the IRS.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

Dauphin Highlands Golf Course: Matters Requiring Action

A. Ratified the February 1, 2024 S&T Bank Loan debt service payment in the amount of \$31,036.59.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 3-0

Old Business

None

Executive Session:

The Board held an executive session to obtain the advice of legal counsel in connection with pending legal matters. The Administrator was present to provide material information.

Other Business: None

Meeting adjourned at 9:50 am.

Dava Sharron - Vice Chair