Dauphin County General Authority

Minutes for February 15, 2023 Board Meeting

Present: Barb Zemlock and Dave Shannon, in person. Todd Pagliarulo and Doug Gelder, by Zoom.

Administrator: Jay Wenger.

Financial Advisor: Jay Wenger.

Solicitor: Guy Beneventano.

PMI: Breanna McCoy, via Zoom.

Beyond The Numbers: Andrew Kehl, via Zoom.

Indigo Golf Management: Chris Strand,

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

Executive Session held Between Board Meetings:

None

Approval of January 18, 2023 Board Meeting minutes:

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

Public Comment: None. There was no inquiry from any member of the general population.

RIVERFRONT OFFICE CENTER

A. The Board approved the payment of the American Bankers Insurance Company invoice in the amount of \$1,012.00 for 2023 flood insurance. Mr. Shannon asked if the coverage is adequate, at \$500,000. Mr. Wenger offered that the coverage amount had been discussed with the Authority's insurance broker in prior years and they offered the opinion that the current coverage is adequate.

The expense will be paid from operations.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

B. The Board approved the OAESYS Systems proposal in the amount of \$5,350.00 for annual maintenance for the HVAC units. This service will include 4 annual inspections. The expense will be paid from operations.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

C. The Board approved the payment to PMI in the amount of \$147,641.07 for the January operating expenses.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

D. The Board approved the YMCA Use Agreement for the YMCA marathon races to be held September 10 and November 12, 2023.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

E. The Board approved the Greenbelt Use Agreement the June 23, 2023 event.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

- F. The Board approved the Greenbelt Agreement to post signs on the property. This approval is subject to the Solicitor's review and approval of an agreement between the Greenbelt and the Authority.
- G. PMI reviewed the electricity consumption since the completion of the project. The electricity savings for the first three months, since November, 2022, have exceeded the net project cost. The total PPL rebate was \$265,509.53. Mr. Gelder questioned the accuracy of the January invoice, given the very significant decrease in cost.
- H. Breanna McCoy reported that PMI is waiting for a contact at Thyssenkrup before the negotiations with Thyssenkrup regarding the elevator renovation can proceed.
- Breanna McCoy provided a project status report. The 5th floor project has been completed. Ms. McCoy met with representatives of DGS and the tenants to discuss the employee lobby renovation project. DGS is expected to respond by March 1, with tenants cost approval for the lobby project.
- J. Breanna McCoy reviewed the "priority improvement" projects presented in the Gannett Fleming building assessment. All of the priority improvements are either completed or in process. Ms. McCoy will present the "minor projects" at the March meeting. All of the improvements are expected to be paid from the Renewal and Replacement Fund.
- K. The Board approved the Snyder and Son LLC lawn care proposal for 2023. The monthly expense will be \$1,650.00

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

- L. The Board tabled the M&T invoice payment, subject to review by the Solicitor.
- M. The Board approved the payment to Enginuity, in the amount of \$3,876.00 for repairs to a HVAC unit. This invoice was presented by Ainsworth Inc. which has acquired Enginuity. This invoice will be paid from the Renewal and Replacement Fund.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

N. The Board approved the payment to Enginuity, in the amount of \$3,876.00 for repairs to HVAC unit HP2-12. This invoice was presented by Ainsworth Inc. which has acquired Enginuity. This invoice will be paid from the Renewal and Replacement Fund.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

O. The Board conditionally approved the PADOT Leasehold Improvement Change Order in the amount of \$26,240.00 to install six (6) new card readers on the first and second floor. The approval is subject to the Solicitor drafting and approving an agreement between Moorefield Communications and the Authority

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

FINANCIAL REPORTS

The January 31, 2023 financial statements were presented by Andrew Kehl.

SOLICITOR'S REPORT -

None

FINANCIAL ADVISOR'S REPORT

Mr. Wenger advised the Board that Harrisburg University did not meet the Rate Covenant for their existing debt and the Authority received a copy of the Consultant's report, as required by the Trust Indenture.

GOLF COMMITTEE REPORT -

Mr. Strand reported that January rounds and revenue exceeded budget and that February is ahead of budget, as well.

The cash balance as of January 31 was \$153,000. Mr. Strand indicated that no cash was transferred to the Authority in order to have sufficient cash for February and March.

The handrail along the walkway from the parking lot to the clubhouse is expected to be installed by March 31.

The sewer pump repair work in ongoing.

Mr. Strand continues to communicate with Swatara Township to resolve the sewer billing issue.

Mr. Strand is waiting for the lease relating to the equipment lease, as discussed at the January board meeting.

Administrator's Report:

Dauphin County General Authority Matters

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

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

B. Approved payment to Guy Beneventano for legal services in the amount of \$6,701.42, including January expenses in the amount of \$37.45.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

C. Approved the payment to Beyond The Numbers in the amount of \$2,978.27 for the January financial statement reporting and calendar year 2022 1099 report preparation.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

- D. Mr. Wenger discussed the current billing methodology for the solicitor expenses. The Board determined to continue using the allocation method that has been used.
- E. The Board approved the Round4 website development proposal in the amount of \$2,415.00.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

Dauphin Highlands Golf Course: Matters Requiring Action

A. Ratified the March 1, 2023 S&T Bank Loan debt service payment in the amount of \$31,035.31.

Motion: Todd Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- B. The Board approved the payment of the BNY Mellon trustee invoice in the amount of \$1,500.00 in connection with the Series of 2020 bank loan. This expense will be paid from operations.
- C. Mr. Wenger reported that the Authority has requested 3 bids for the retractable wall, but has not received 3 bids, as of February 15.
- D. Mr. Strand asked the Board to proceed with the 2024 cart lease as soon as possible to ensure a timely delivery date for the new carts and to enter into the agreement to sell the

existing cart fleet as soon as possible. The Board directed the Golf Committee to schedule a meeting as soon as possible to discuss and resolve the contract matters. The Golf Committee agreed to meet sometime during the week of February 20.

Old Business

None.

Executive Session:

None

Other Business: None

Meeting adjourned at 9:40 am.

Toda Pagliarulo, Secretary