

# Dauphin County General Authority

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Minutes for June 15, 2022 Board Meeting

Present: Barb Zemlock and Todd Pagliarulo in person, Doug Gelder and Dave Shannon 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, via Zoom, at 9:15.

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The meeting was called to order at 8:00 am, by the Chair, Barb Zemlock, and a quorum was present. The meeting was properly advertised. The meeting is recorded for purposes of transcribing the meeting minutes and the recording is deleted following approval of the meeting minutes, by the Board.

**Executive Session held Between Board Meetings:**

None

**Approval of May 18, 2022 Board Meeting minutes:**

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

**Public Comment:** None

**RIVERFRONT OFFICE CENTER**

- A. The Board approved the payment of the PMI invoice in the amount of \$5,100.00 for PMI's project management related to the Concrete Floor Polishing project. The Board approved the payment, subject to the Solicitor's review of the PMI agreement. This expense will be paid from the Contingency Fund.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- B. The Board approved the payment of the Gannett Fleming invoice in the amount of \$2,019.94 for work related to the East Parking Lot. The expense will be paid from the Contingency Fund.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- C. The Board approved the payment to PMI in the amount of \$144,421.19 for the May operating expenses.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- D. The Board accepted the CadeCor proposal in the amount of \$454,000, before rebates, for the LED lighting project. CadeCor was the lowest bidder and three bids were received. The project will be paid from the Contingency Fund.

The annual savings are estimated to be approximately \$219,000 and the rebate is expected to be a minimum of \$130,000.

Mr. Gelder asked if the limited daily employee attendance will have a negative effect on the savings. Breanna McCoy indicated that the lights are on sensors and she does not believe that the limited in office attendance will affect the savings related to electricity usage.

Mr. Shannon asked when the rebates will be received. Breanna McCoy indicated that CadeCor is responsible for submitting and receiving the rebate after the project is completed and the DCGA will realize the benefit of the rebate at the conclusion of the project.

Motion: Dave Shannon

Second: Todd Pagliarulo

Accepted 4-0

- E. The Board approved the Dauphin Enterprises proposal in the amount of \$7,980.00 to repair and replace concrete.

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

Motion: Doug Gelder

Second: Dave Shannon

Approved 4-0

- F. The Board approved the Kint Corporation proposal in the amount of \$3,809.00 to inspect and re-charge fire extinguishers. This test is required every three years. This expense will be paid from operations.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- G. The Board approved the Chambersburg Waste Paper Company proposal for trash removal. This is the first price increase in ten years. This expense will be paid from operations.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- H. The Board accepted the Leasehold Improvement Consent for the Concrete Polishing project.
- I.
- J. Breanna McCoy provided a project status report.  
The parking lot project bids are due June 17. Subject to an acceptable project bid, the East parking lot project will be completed in 2022.  
The lobby renovation project is on hold, pending DGS review and approval.

#### **FINANCIAL REPORTS**

The May 31, 2022 financial statements were presented by Andrew Kehl.

#### **SOLICITOR'S REPORT –**

None

#### **FINANCIAL ADVISOR'S REPORT**

Mr. Wenger reported that Elizabethtown College and UPMC have refinanced their DCGA debt with different issuing authorities.

Mr. Wenger discussed investing the available cash funds as short-term interest rates increase.

#### **GOLF COMMITTEE REPORT –**

Mr. Strand reported that May was a record month for revenue and year to date revenue exceeded budget. The cash transfer for the month of May was \$71,000.00.

Mr. Strand indicated that Indigo Golf Management continues to work to receive the Liquor license renewal.

Mr. Strand reported that the walkway railing from the parking lot to the clubhouse is in significant disrepair. The Board directed Chris to repair the railing to address safety concerns and to improve the appearance of the railing and to obtain a cost estimate to replace the railing.

Mr. Strand reported that Indigo would like to proceed with the remaining bunker renovation project. The Board directed Mr. Strand to consult with Guy Beneventano to ensure proper bidding procedures are in place for the bunker renovation project.

#### **Administrator's Report:**

#### **Dauphin County General Authority Matters:**

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

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

- B. Approved payment to Guy Beneventano for legal services in the amount of \$6,775.42, including May expenses in the amount of \$108.75.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

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

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

- D. The Board approved the payment to Verizon in the amount of \$65.92 for the month of May.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- E. The Administrator issued a "Stop Payment" for the \$20,000 check payable to Maher Duessel and a new check was issued and mailed.

**Dauphin Highlands Golf Course: Matters Requiring Action**

- A. Ratified the July 1, 2022 S&T Bank Loan debt service payment in the amount of \$33,535.31.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 4-0

- B. Chris Strand presented a preliminary budget estimate in the amount of \$1,200,000 to renovate the second floor of the clubhouse building for use limited to two golf simulators and the necessary improvements for food service and facilities, in general. The Board did not take any action. The Board requested the project cash flow report to evaluate the merits of the project. The Administrator will distribute the 10-year cash flow study.

**Old Business**

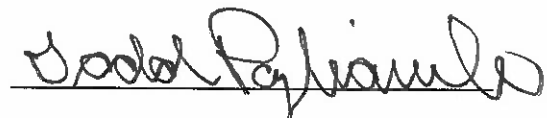
None

**Executive Session:**

The board held an executive session to discuss matters requiring the advice of counsel. The Administrator and Breanna McCoy were present to provide information.

**Other Business:** None

Meeting adjourned at 9:44 am.



Todd Pagliarulo, Secretary