

Dauphin County General Authority

Minutes for ~~April~~^{May} 17, 2023 Board Meeting

Present: Barb Zemlock and Todd Pagliarulo, in person; Doug Gelder and Bill Kohl, by Zoom.

Administrator: Jay Wenger.

Financial Advisor: Jay Wenger.

Solicitor: Guy Beneventano, in person.

PMI: Breanna McCoy, via Zoom.

Beyond The Numbers: Andrew Kehl, via Zoom.

Guest: Bruce Grossman, Legal Counsel for Veterans' Organization of Pennsylvania ("VOPA"), in person.

Tom Zimmerman, President, VOPA, via Zoom.

The meeting was called to order at 8:20 am, by the Chair, Barb Zemlock, and a quorum was present. The meeting was properly advertised and recorded. The start of the meeting was delayed, due to technical issues with the Zoom platform.

Executive Session held Between Board Meetings:

None

Approval of April 19, 2023 Board Meeting minutes:

Motion: Bill Kohl

Second: Todd Pagliarulo

Approved 4-0

Public Comment:

Tom Zimmerman, President of VOPA, expressed his interest in cooperating with the Authority to resolve any outstanding issues and indicated they plan to have a Ribbon Cutting ceremony, June 5, on the site.

Bruce Grossman, attorney with Caldwell & Kearns, representing VOPA, attended the meeting to ask if there are any issues or questions from the Authority.

Mr. Beneventano stated that the Authority is waiting for a response to his most recent memo to Bruce Grossman, outlining the outstanding issues.

Mr. Grossman stated that Pyramid Construction, the General Contractor, will provide indemnity to the Authority. Pyramid's coverage is \$2,000,000 per occurrence.

Mr. Grossman indicated that VOPA intends to use both the permanent and temporary easements, including the request to access their site from the southwest corner of the building.

Mr. Beneventano indicated that he is drafting an amended temporary easement and the Authority is retaining a surveyor to confirm the existing easement has proper access to Spruce Street.

Mr. Grossman stated the easement has been insured by a Title Insurance Company and that should be sufficient evidence of proper and legal access.

Mr. Beneventano stated he is questioning if the easement does, in fact, provide legal and proper access to the site.

Mr. Beneventano indicated that there are four documents that have to be drafted and agreed upon prior to the start of construction: 1. Re-stated temporary easement; 2. Parking Agreement for the construction workers; 3. Indemnity to the DCGA by Pyramid Construction and; 4. A Memorandum of Understanding between the Authority and DGS regarding the parking issues.

Mr. Grossman presented a picture of the planned parking signage for the project.

Mr. Kohl asked what will happen if the survey concludes the easement does not intersect with the local street. Mr. Beneventano stated the easement will have to be amended.

Mr. Gelder asked who is responsible for the long delay in resolving the outstanding issues. Mr. Grossman responded that he and his client do not believe the easement is an unresolved issue. VOPA is relying on the Title Insurance as evidence of the easement providing legal and satisfactory access. Mr. Grossman stated, "VOPA has the legal right to proceed with the project. It is not an issue".

Mr. Beneventano stated that the contractor does not have a legal right to park equipment, vehicles and materials within the easement.

Mr. Grossman informed the Authority Board that the staging area within the easement will be required for 60 days.

April 30 Financial Report and Revised 2022 Budget

Mr. Kehl presented the April 30 financial report, with no significant variances to budget noted.

Mr. Kehl presented the revised 2022 budget to reflect a more current estimate for interest earnings and the inclusion of the GASB 87 accounting for leases. The Board approved the amended budget, as presented.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 4-0

RIVERFRONT OFFICE CENTER

- A. The Board approved the payment of the Diamond Floor Innovation invoice in the amount of \$5,550.00 for the printer room floor polishing project.
The expense will be paid from Contingency Fund.

Motion: Todd Pagliarulo

Second: Bill Kohl

Approved 4-0

- B. The Board approved the payment of the Ainsworth invoice in the amount of \$8,053.30 to replace the bearing shafts in the south cooling tower. This expense was deemed to be an emergency repair.

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

Motion: Todd Pagliarulo

Second: Bill Kohl

Approved 4-0

- C. The Board approved the payment to PMI in the amount of \$211,471.24 for the April operating expenses.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 5-0

- D. PMI provided the monthly kilowatt consumption report. Since the completion of the LED project, the kilowatt hours have been lower than the comparable year ago months. The savings, thus far, have been approximately \$74,000.

- E. PMI provided a contact at Thyssennkrup and Mr. Beneventano will contact them to begin discussing the elevator renovation project.

- F. Employee Lobby Status Report

The bid opening has been delayed to May 19, to allow bidders adequate time to process bids.

- G. The Board approved the Fastsigns proposal in the amount of \$1,375.00 to install two signs for oversized vehicle parking. This expense will be paid from the Operations Fund.

Motion: Bill Kohl

Second: Todd Pagliarulo

Approved 4-0

- H. The Board approved the Capitol View Construction proposal in the amount of \$4,155.00 to clean the windows and apply pesticide. This is interior cleaning, only.
This expense will be paid from the Operations Fund.

Motion: Todd Pagliarulo

Second: Bill Kohl

Approved 4-0

- I. The Board conditionally approved the Morefield Communications proposal in the amount of \$24,861.00 to provide software updates for the CCTV system. Approval is contingent upon Morefield's acceptance of an Addendum to the Maser Business Agreement, which the Solicitor will review.

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

Motion: Todd Pagliarulo

Second: Bill Kohl

Approved 4-0

- J. The Board approved the Overhead Door proposal in the amount of \$1,823.00 to inspect and service the overhead garage doors.

This expense will be paid from the Operations Fund.

GOLF COMMITTEE REPORT

Mr. Kohl reported that rounds and revenue are exceeding budget for 2023.

The monthly transfer is \$80,039.89.

Year to date, the Dauphin Highlands net income is \$83,000 ahead of budget.

ADMINISTRATOR'S REPORT

Dauphin County General Authority Matters

- A. Approved the payment to RBC Capital Markets in the amount of \$6,500 for the April Administrative Services Agreement.
Motion: Todd Pagliarulo Second: Bill Kohl Approved 4-0
- B. Approved payment to Guy Beneventano for legal services in the amount of \$6,732.50, including April expenses in the amount of \$65.84.
Motion: Bill Kohl Second: Todd Pagliarulo Approved 4-0
- C. Approved the payment to Beyond The Numbers in the amount of \$2,950.00 for the April financial statement report.
Motion: Todd Pagliarulo Second: Bill Kohl Approved 4-0
- D. Approved the payment of the Maher Duessel invoice in the amount of \$3,658.80 for work related to the 2022 audit report. This is the final payment.
Motion: Todd Pagliarulo Second: Bill Kohl Approved 4-0

Dauphin Highlands Golf Course: Matters Requiring Action

- A. Ratified the June 1, 2023 S&T Bank Loan debt service payment in the amount of \$31,035.51.
Motion: Doug Gelder Second: Todd Pagliarulo Approved 4-0
- B. The Board ratified the June 1, 2023 S&T Bank loan debt service payment in the amount of \$130,344.43 for the irrigation system loan. This payment has been processed for Gaming Grant reimbursement.
Motion: Todd Pagliarulo Second: Bill Kohl Approved 4-0

- C. The Board approved the BNY Mellon invoice in the amount of \$1,500.00 for the payment of the annual invoice.

Motion: Todd Pagliarulo Second: Doug Gelder Approved 4-0

- D. The Board approved the Swatara Township Authority agreement to pay a fixed quarterly sewer fee in the amount of \$560.00. This fee is calculated as 4 EDU's for the Highlands.

Motion: Todd Pagliarulo Second: Doug Gelder Approved 4-0

- E. The Board ratified the Notice of Award to Golf Cart services for the fleet purchase in the amount of \$449,000.00 to purchase 78 new golf carts for the 2024 calendar year and one utility vehicle.

Motion: Bill Kohl Second: Todd Pagliarulo Approved 5-0

- F. The Board approved the Purchase Agreement with Golf Cart Services for the golf cart fleet with a fixed price in the amount of \$449,000.00

Motion: Dave Shannon Second: Todd Pagliarulo Approved 5-0

Old Business

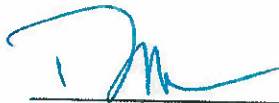
- A. Mr. Beneventano indicated he will have a status report for the new website, at the June Board meeting.

Executive Session:

The Board held an executive session to obtain the advice of legal counsel in connection with pending legal matters. The Administrator and Breanna McCoy were present to provide information.

Other Business: None

Meeting adjourned at 10:00 am.



Dave Shannon - Vice Chair
Todd Pagliarulo, Secretary