

Dauphin County General Authority

Minutes for October 19, 2022 Board Meeting

Present: Barb Zemlock in person, Dave Shannon, Todd Pagliarulo, Doug Gelder and Bill Kohl by Zoom.
Mr. Shannon left the meeting at 9:30.

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 8:45.

McNees Wallace & Nurick, Tim Horstmann, at 9:14, via Zoom.

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 and recorded.

Executive Session held Between Board Meetings:

None

Approval of September 21, 2022 Board Meeting minutes:

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

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 Gannett Fleming invoice in the amount of \$1,454.36 for work related to the East Parking Lot.
The expense will be paid from the Contingency Fund.

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

- B. The Board approved the payment of the Gannett Fleming invoice in the amount of \$161.60 for work related to the East Parking Lot.
The expense will be paid from the Contingency Fund.

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

- C. The Board approved the payment of the Reynolds Restoration invoice in the amount of \$2,278.78 for water mitigation, as a result of the HVAC leak.

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

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 5-0

- D. The Board approved the payment in the amount of \$460,750.00 to Capitol View Construction for the third payment pursuant the contract. The invoice amount is \$485,000.00 and the payment is 95% of the invoice amount, per the terms of the Agreement.

Breanna McCoy reported the project is nearly completed, with some landscaping and final work on the fire lane.

This expense will be paid from the Contingency Fund.

Motion: Bill Kohl

Second: Dave Shannon

Approved 5-0

- E. The Board approved the payment of the Enginuity invoice in the amount of \$4,269.09 for emergency response and repair to the HVAC water leak.

Motion: Todd Pagliarulo

Second: Bill Kohl

Approved 5-0

- F. The Board approved the payment of the Facility Works invoice in the amount of \$500.00 for emergency response and repair to the HVAC water leak.

This expense will be paid from operations.

Motion: Todd Pagliarulo

Second: Bill Kohl

Approved 5-0

- G. The Board approved the payment to PMI in the amount of \$149,646.80 for the September operating expenses.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 5-0

- H. LED lighting sensors were installed on September 9 and removed on September 23. The rebate will be \$263,164.02.

- I. The Board approved the Chambersburg Waste proposal in the amount of \$2,000.00 to move the trash compactor from the existing platform to the south side of the building.

This expense will be paid from operations.

Motion: Dave Shannon

Second: Bill Kohl

Approved 5-0

- J. The Board approved the Enginuity proposal in the amount of \$4,676.00 to repair a HVAC water loop.

Motion: Bill Kohl

Second: Todd Pagliarulo

Tabled 5-0

- K. The Board approved the Enginuity proposal in the amount of \$4,676.00 to replace the evaporator coil in the elevator room..
This expense will be paid from the Renewal and Replacement Fund.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 5-0

- L. The Board approved the Capitol View Construction price in the amount of \$34,393.00 for the fifth floor renovation project, subject to the execution of the required change order, by DGS.
This expense is a tenant expense.

Motion: Todd Pagliarulo

Second: Dave Shannon

Approved 5-0

- M. The Board approved Lessor Consent request in the amount of \$3,032.59 to replace the "smokers' shack".
This is a tenant expense.

Motion: Bill Kohl

Second: Doug Gelder

Approved 5-0

- N. The Board approved the TK Elevator proposal in the amount of \$5,487.09 to repair the freight elevator.
This expense will be paid from operations.

Motion: Doug Gelder

Second: Dave Shannon

Approved 5-0

- O. The Board approved the payment of the Overhead Door, Inc. invoice in the amount of \$7,463.00 to repair the garage sensor.
This expense will be paid from the renewal and replacement fund.

Motion: Todd Pagliarulo

Second: Doug Gelder

Approved 5-0

- P. Breanna McCoy reported that the reduction of the MS4 fee should be \$430.00 per month, after completion of the East parking lot project.

FINANCIAL REPORTS

The September 30, 2022 financial statements were presented by Andrew Kehl.

SOLICITOR’S REPORT –

None

FINANCIAL ADVISOR’S REPORT

None

GOLF COMMITTEE REPORT –

Mr. Strand reported that September, 2022 was a record September for revenue and year to date revenue has exceeded budget. The cash transfer for the month of June was \$43,000.00.

Year to date, operating net income is \$120,000 over budget.

Water purchased year to date is \$45,000.

The Board approved the purchase of a zero turn lawn mower. This equipment will reduce the wear on the rough mower.

Mr. Strand discussed rate increases for 2023. The final rates for 2023 will be presented at the November 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 September Administrative Services Agreement.

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

- B. Approved payment to Guy Beneventano for legal services in the amount of \$6,689.96, including September expenses in the amount of \$23.93

Motion: Todd Pagliarulo Second: Bill Kohl Approved 4-0

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

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

- D. The Board approved the payment to Verizon in the amount of \$68.50 for the month of August.

Motion: Bill Kohl Second: Todd Pagliarulo Approved 4-0

- E. The Board discussed the meeting location for 2023. It was agreed to hold the monthly board meetings at the Dauphin Highlands golf course and to purchase a partition to provide privacy for meetings.
- F. The Board directed Mr. Wenger to transfer the DCGA telephone line to the Dauphin Highlands golf course. The cost will be \$25.00 per month.
- G. The Board approved the amendment of the 2019 Fulton Bank loan, reflecting the change from LIBOR to SOFR as the interest rate to determine the loan interest rate.

Motion: Bill Kohl

Second: Todd Pagliarulo

Approved 4-0

Dauphin Highlands Golf Course: Matters Requiring Action

- A. Ratified the November 1, 2022 S&T Bank Loan debt service payment in the amount of \$31,038.66.

Motion: Bill Kohl

Second: Todd Pagliarulo

Approved 4-0

Old Business

None

Executive Session:

The Board held an Executive Session to obtain the advice of the Solicitor regarding real estate matters and potential litigation. Breanna McCoy and Jay Wenger were present to provide information.

Other Business: None

Meeting adjourned at 9:56 am.



Dave Shannon, Vice Chair
Todd Pagliarulo, Secretary