

## Dauphin County General Authority

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Minutes for October 18, 2023 Board Meeting

Present: Barb Zemlock and Dave Shannon, in person and Bill Kohl and Todd Pagliarulo (at 8:05), by Zoom.

Administrator: Jay Wenger.

Financial Advisor: Jay Wenger.

Solicitor: Guy Beneventano, in person.

PMI: Breanna McCoy, via Zoom.

Andrew Kehl, via Zoom.

Chris Strand, in person.

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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 and recorded.

### **Executive Session held Between Board Meetings:**

None

### **Approval of September 20, 2023 Board Meeting minutes:**

Motion: Dave Shannon

Second: Bill Kohl

Approved 3-0

### **Public Comment:**

None

### **September 30 Financial Report**

Mr. Kehl provided an overview of the September financial statements. Both the ROC and the Dauphin Highlands golf course are performing better than the respective budgets. Mr. Kehl will present the 2024 preliminary budgets at the November board meeting.

### **RIVERFRONT OFFICE CENTER**

- A. The Board approved the payment to PMI in the amount of \$130,449.32 for the September operating expenses.

Motion: Second: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- B. Mr. Beneventano informed the Board that he is working with Thyssennkrup to develop a contract for the elevator modernization project. Given the proprietary nature of the technology, this agreement will be negotiated directly with Thyssennkrup.
- C. Ms. McCoy reported that she is meeting with the contractor and tenants to review the project and to develop a working schedule.
- D. The Board approved the Facilities Concierge contract for janitorial services.

Motion: Dave Shannon                                      Second: Todd Pagliarulo                                      Approved 4-0

- E. The Board tabled the Gannett Fleming proposal in the amount of \$6,500.00 for engineering work related to the Greenbelt path relocation project. This proposal was tabled, due to the uncertainty of the Greenbelt path across the adjacent properties.

Motion: Todd Pagliarulo                                      Second: Dave Shannon                                      Approved 4-0

- F. The Board approved the Capitol View Construction proposal in the amount of \$8,550.00 to clean the windows (exterior only). This is the second exterior cleaning in 2023 and is due to an unusual buildup of spider webs and insects.

This expense will be paid from operations.

Motion: Todd Pagliarulo                                      Second: Dave Shannon                                      Approved 4-0

- G. The Board approved the Bird Control Services, Inc. proposal in the amount of \$113.00, per month. The current agreement expires October 31, 2023.

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

- H. Breanna McCoy indicated the VOPA project is progressing without any issues or property damage at the ROC.
- I. Greenbelt Status Report – the Greenbelt is seeking to alter the path around the ROC, due to new construction on the adjacent land. Until the path on the adjacent properties is determined, the DCGA will not proceed with the path relocation project.

- J. The Board rescinded the previously approved URA contract terms, due to changes in market pricing.

Motion: Dave Shannon                                      Second: Bill Kohl                                      Approved 4-0

The Board approved a revised URA contract with a 3-year term and a price not to exceed 7.80 cents per kilowatt hour. The Agreement is subject to correct tax language (paragraph #6).

Motion: Dave Shannon                                      Second: Bill Kohl                                      Approved 4-0

- K. The Board approved the PADOT Lessor Consent request in the amount of \$4,844.00 to install a new lock and card access in the Nursing Room.  
This is a tenant expense.

Motion: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- L. The Board approved the Morefield Communications invoice in the amount of \$12,430.50 . This invoice is a 50% deposit, as required by Morefield, Inc., for the CCTV project that was approved at the May, 2023 Board meeting.

Motion: Dave Shannon

Second: Bill Kohl

Approved 4-0

#### **SOLICITOR'S REPORT –**

None

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

None

#### **GOLF COMMITTEE REPORT**

September rounds and revenue were below budget, due to rain days.

The monthly transfer is 124,000.

As of September 20, water purchased is approximately \$59,000.00.

Year to date, the Dauphin Highlands net income is \$175,000 ahead of budget.

The new fleet of golf carts will be delivered October 19.

The existing fleet will be off site by October 23.

Work has begun on the hole #15 tee expansion.

#### **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: Dave Shannon

Second: Todd Pagliarulo

Approved 4-0

- B. Approved payment to Guy Beneventano for legal services in the amount of \$6,892.67, including September expenses in the amount of \$226.01.

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 report.

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

- D. The Board approved the Sotoris proposal in the amount of \$3,799 to install a 70" television screen and audio equipment for video conferencing.

Motion: Bill Kohl                                  Second: Dave Shannon                                  Approved 4-0

- E. The Board conditionally approved retaining McNees Wallace & Nurick, LLC, as bond counsel and a verification agent, to be determined, to assist BNY Mellon, as trustee for the 2005 advance refunding issue. BNY Mellon has agreed to reimburse the DCGA for any expenses incurred in this matter.

Motion: Bill Kohl                                  Second: Dave Shannon                                  Approved 4-0

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

- A. Ratified the November 1, 2023 S&T Bank Loan debt service payment in the amount of \$31,037.67.

Motion: Dave Shannon                                  Second: Todd Pagliarulo                                  Approved 4-0

- B. Mr. Wenger reported he is awaiting draft loan documents from Fulton Bank for the equipment purchases.

- C. The Board approved the purchase of one (1) Toro Greensmaster Triflex mower, model 3300 in the amount of \$50,349.21, one (1) Toro Groundsmaster mower, model 4500-D in the amount of \$90,486.06 and two (2) Toro Reelmaster mowers, model 5010-H at a cost in the amount of \$167,280.37. The aggregate purchase price is \$308,115.64.

Motion: Dave Shannon                                  Second: Bill Kohl                                  Approved 4-0

**Old Business**

A. Website Development

Ms. Zemlock and Mr. Shannon will discuss the proposed content.

**Executive Session:**

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

**Other Business:** None

Meeting adjourned at 9:23 am.



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Dave Shannon - Vice Chair  
~~Tedd Pagliarulo, Secretary~~