

Cumberland County Industrial Development Authority
Board of Directors Meeting (In-Person and via Teleconference)
Wednesday, January 10, 2024 – Board Minutes

Present: Kenneth Tuckey (Chairman), Parker Kuhns (Vice-Chairman), Omar Shute (Secretary and Treasurer – via phone), Sarah Battisti (Assistant Secretary and Assistant Treasurer – via phone), James Ross, George Tyson, and Charles Wilson (via phone).

Guests: Lori Lighty (CAEDC), Andrew Giorgione, Esq. (One Law LLC), Kevin Benton, CPA (Benton & Associates), and Paul Hartman and John Owen (East Pennsboro Township – via phone).

Location: The meeting was held in-person and via teleconference.

I. Call to Order

- A. Kenneth Tuckey called the meeting to order at 12:03 p.m.

II. Reorganization

- A. Kenneth Tuckey reported that the first item of business is the election of new Officers for 2024.
- B. A motion to elect Kenneth Tuckey as Chairman was made by James Ross. The motion was seconded by George Tyson. The motion was unanimously approved.
- C. A motion to elect Parker Kuhns as Vice-Chairman was made by Omar Shute. The motion was seconded by George Tyson. The motion was unanimously approved.
- D. A motion to elect Sarah Battisti as Secretary and Treasurer was made by George Tyson. The motion was seconded by Parker Kuhns. The motion was unanimously approved.
- E. A motion to elect Omar Shute as Assistant Secretary and Assistant Treasurer was made by Parker Kuhns. The motion was seconded by George Tyson. The motion was unanimously approved.

Parker Kuhns made a motion to close the election of Officers for 2024, which motion was seconded by George Tyson. The motion was unanimously approved.

III. Approval of the Minutes

- A. A motion to approve the December 13, 2023, minutes was made by James Ross. The motion was seconded by Omar Shute. The motion was unanimously approved.

IV. Treasurer's Report

- A. Omar Shute reviewed the financial activity for the month of December, as well as the bills due for payment, which include 2 invoices from CCIDA's solicitor in the total amount of \$756.00. Lori Lighty reported that an additional invoice from The Sentinel in the amount of \$83.72 was received in today's mail for the advertisement of the 2024 meeting dates. Omar Shute made a motion to authorize the payment of all of the bills due, including the invoice that was just received from The Sentinel. The motion was seconded by Charles Wilson and unanimously approved.

- B. Omar Shute reported that a new 3-month CD with Mid Penn Bank in the amount of \$30,000 was opened (with an interest rate of 5.2% APY).

V. Secretary's Report

- A. Nothing to report.

VI. New Business

A. Ratification of Execution of Statement of Compliance Acknowledgement Form

Kenneth Tuckey reported that he, as Board Chairman, signed a Statement of Compliance Acknowledgement Form.

Parker Kuhns made a motion to ratify the execution of the Statement of Compliance Acknowledgement Form by Kenneth Tuckey, Board Chairman. The motion was seconded by George Tyson and unanimously approved.

B. RDA-300 and RDA-301 for the Carlisle Pike Intersection RACP

Kenneth Tuckey reviewed with the Board the proposed RDA-300 and RDA-301 forms for the Carlisle Pike Intersection RACP project.

Parker Kuhns made a motion to authorize Kenneth Tuckey, Board Chairman, to sign the RDA-300 and RDA-301 forms for the Carlisle Pike Intersection RACP project in the format as presented at the meeting. The motion was seconded by Sarah Battisti and unanimously approved.

C. RDA-300 and RDA-301 for the Organic Remedies RACP

Kenneth Tuckey reviewed with the Board the proposed RDA-300 and RDA-301 forms for the Organic Remedies RACP project.

George Tyson made a motion to authorize Kenneth Tuckey, Board Chairman, to sign the RDA-300 and RDA-301 forms for the Organic Remedies RACP project in the format as presented at the meeting. The motion was seconded by Parker Kuhns. James Ross abstained from voting because he is not thrilled with the operations going on there. The motion was approved.

D. Cooperation Agreement between CCIDA and Kolomon Development, LLC – Carlisle Pike Intersection

Kenneth Tuckey reviewed with the Board the proposed Cooperation Agreement between CCIDA and Kolomon Development, LLC for the Carlisle Pike Intersection project.

Sarah Battisti made a motion to authorize Kenneth Tuckey, Board Chairman, to sign the Cooperation Agreement between CCIDA and Kolomon Development, LLC for the Carlisle Pike Intersection project in the format as presented at the meeting. The motion was seconded by Omar Shute and unanimously approved.

E. PA State Ethics – Statement of Financial Interests

Kenneth Tuckey reminded the Board of the need for Board Members to complete a Statement of Financial Interests form on an annual basis. Lori Lighty provided hard copies of the form to Board Members in attendance at the meeting. Charles Wilson requested that a hard copy be mailed to him. Lori Lighty will email a pdf version to all Board Members as well.

VII. Old Business

A. Summerdale

John Owens reported that work is still being done on the stormwater management agreement; the issuance of permits for the project is close to occurring. Solicitor Giorgione reported that he received a request from the developers to forward to PennDOT a Letter of Credit reduction consistent with the remainder of the work to be done (90% of the work has been completed). John Owens reported that the same request should be made with respect to East Pennsboro Township.

VIII. Open Discussion

- A. Solicitor Giorgione reported that he received a draft contract from the new auditors, Hamilton & Musser, with respect to the audit. Kevin Benton, CPA reported that he and Lori Lighty had an initial, productive meeting with Nick Shearer on Monday.
- B. Kevin Benton, CPA, inquired about an F&M loan statement received by the Authority. Solicitor Giorgione will research which conduit financing the loan statement is associated with and get back to the Board.
- C. A discussion ensued regarding the handling of RACP submissions. Lori Lighty will obtain a listing of the RACPs being submitted by Friday's deadline by CAEDC staff.
- D. John Owen reported that he has put Mike Cooley in touch with Aaron Jumper, CAEDC's Public Relations Manager, with respect to PR associated with Wawa.
- E. Solicitor Giorgione reminded the Board that Lots 3, 4, 6, 7 and 8 of the Summerdale project are still left to be sold.

IX. Adjournment

- A. A motion was made to adjourn the meeting at 12:29 p.m. The motion was approved.

Respectfully Submitted by,

Lori Lighty, Operations Manager
Cumberland Area Economic Development Corporation