

Cumberland County Industrial Development Authority
Board of Directors Meeting (In-Person and via Teleconference)
Wednesday, February 14, 2024 – Board Minutes

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

Excused: George Tyson

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

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

I. Call to Order

- A. Kenneth Tuckey called the meeting to order at 12:05 p.m.

II. Approval of the Minutes

- A. A motion to approve the January 10, 2024, minutes was made by James Ross. The motion was seconded by Parker Kuhns. The motion was unanimously approved.

III. Treasurer's Report

- A. Kevin Benton, CPA reviewed the financial activity for the month of January. Sarah Battisti made a motion to accept the January 2024 Financial Statements. The motion was seconded by Parker Kuhns and unanimously approved.
- B. Sarah Battisti reviewed the bills due for payment, which include 2 invoices from CCIDA's solicitor in the total amount of \$2,110.50, as well as an invoice from The Sentinel for advertising in the amount of \$187.02. Sarah Battisti made a motion to authorize the payment of the bills due. The motion was seconded by James Ross and unanimously approved.

IV. Secretary's Report

- A. Nothing to report.

V. New Business

- A. Ratification of Execution of RDA-300 and RDA-301 for Christian School Association of Greater Harrisburg RACP

Kenneth Tuckey reported that he, as Board Chairman, signed RDA-300 and RDA-301 forms for the Christian School Association of Greater Harrisburg RACP project.

Parker Kuhns made a motion to ratify the execution by Kenneth Tuckey, Board Chairman, of the RDA-300 and RDA-301 forms for the Christian School Association of Greater Harrisburg RACP project. The motion was seconded by Sarah Battisti and unanimously approved.

B. Ratification of Execution of RDA-300 and RDA-301 for Midway Bowl RACP

Kenneth Tuckey reported that he, as Board Chairman, signed RDA-300 and RDA-301 forms for the Midway Bowl RACP project.

Omar Shute made a motion to ratify the execution by Kenneth Tuckey, Board Chairman, of the RDA-300 and RDA-301 forms for the Midway Bowl RACP project. The motion was seconded by Sarah Battisti and unanimously approved.

C. Ratification of Execution of RDA-300 and RDA-301 for Cumberland-Perry Area Career & Technical Center RACP

Kenneth Tuckey reported that he, as Board Chairman, signed RDA-300 and RDA-301 forms for the Cumberland-Perry Area Career & Technical Center RACP project.

Sarah Battisti made a motion to ratify the execution by Kenneth Tuckey, Board Chairman, of the RDA-300 and RDA-301 forms for the Cumberland-Perry Area Career & Technical Center RACP project. The motion was seconded by James Ross and unanimously approved.

D. Ratification of Execution of RDA-300 and RDA-301 for Shippensburg University RACP

Kenneth Tuckey reported that he, as Board Chairman, signed RDA-300 and RDA-301 forms for the Shippensburg University RACP project.

Parker Kuhns made a motion to ratify the execution by Kenneth Tuckey, Board Chairman, of the RDA-300 and RDA-301 forms for the Shippensburg University RACP project. The motion was seconded by Charles Wilson and unanimously approved.

E. Ratification of Execution of RDA-301 for Messiah RACP

Kenneth Tuckey reported that he, as Board Chairman, signed an RDA-301 form for the Messiah RACP project.

Sarah Battisti made a motion to ratify the execution by Kenneth Tuckey, Board Chairman, of the RDA-301 form for the Messiah RACP project. The motion was seconded by James Ross and unanimously approved.

F. Ratification of Execution of Grant Agreement/Contract between CCIDA and OB for Central Penn Youth Ballet RACP

Kenneth Tuckey reported that he, as Board Chairman, signed a Grant Agreement/Contract between CCIDA and OB for the Central Penn Youth Ballet RACP project.

Sarah Battisti made a motion to ratify the execution by Kenneth Tuckey, Board Chairman, of the Grant Agreement/Contract between CCIDA and OB for the Central Penn Youth Ballet RACP project. The motion was seconded by James Ross and unanimously approved.

G. Ratification of Execution of Audit Engagement Letter for West Shore Theatre RACP Closeout

Kenneth Tuckey reported that he, as Board Chairman, signed an Audit Engagement Letter for the West Shore Theatre RACP project closeout.

Parker Kuhns made a motion to ratify the execution by Kenneth Tuckey, Board Chairman, of the Audit Engagement Letter for the West Shore Theatre RACP project closeout. The motion was seconded by James Ross and unanimously approved.

H. Ratification of Execution of Management Representation Letter for West Shore Theatre RACP Closeout

Kenneth Tuckey reported that he, as Board Chairman, signed a Management Representation Letter for the West Shore Theatre RACP project closeout.

James Ross made a motion to ratify the execution by Kenneth Tuckey, Board Chairman, of the Management Representation Letter for the West Shore Theatre RACP project closeout. The motion was seconded by Parker Kuhns and unanimously approved.

VI. Old Business

A. Summerdale

Solicitor Giorgione reported that an extended-stay hotel developer has expressed an interest in Lots 3 and 4, but an offer has not yet been received from the developer. Summerdale is still waiting on the bank paperwork for the extension of the loan. John Owen reported that the Pravco land development plan has been recorded, but they are still waiting on building permit applications. It is anticipated that the project will be finished by June or July. PennDOT will resume work on the project in March or April.

VII. Open Discussion

- A. Janet Anderson expressed her appreciation for everyone's help during the CCIDA audit. She also provided the Board with several updates with respect to CAEDC staff.
- B. Sarah Battisti raised the question regarding the need for 2 bank accounts, which issue arose when CAEDC staff tried to change the bank account of record in the Office of the Budget. This item has been tabled until the March meeting.
- C. Janet Anderson reported that the Cooperation Agreement with the County for the Kolomon project will be presented by CAEDC staff for County approval on February 21st rather than February 28th.
- D. Kenneth Tuckey reported that he has not heard anything back yet from the County Commissioners on the Board appointments.

VIII. Adjournment

- A. A motion was made to adjourn the meeting at 12:26 p.m. The motion was approved.

Respectfully Submitted by,

Lori Lighty, Operations Manager
Cumberland Area Economic Development Corporation