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**Board of Directors**  
**Minutes – September 11, 2024**

A meeting of the Cumberland County Industrial Development Authority was held at 12:00 p.m. at 170 Stover Drive, Carlisle, PA 17015.

**BOARD OF DIRECTORS ATTENDANCE:**

Kenn Tuckey, Chairman, Sarah Battisti, Secretary and Treasurer (*via zoom*), Omar Shute, Assistant Secretary & Treasurer (*via zoom*), James Ross, George Tyson and Charles Wilson (*via zoom*)

**EXCUSED:**

Parker Kuhns, Vice Chairman

**OTHER ATTENDEES:**

Andy Giorgione, Esquire, John Owens, Kevin Benton, CPA, **CAEDC**: Janet Anderson, (*via zoom*), Greg Welker, Romina Altez-Nunez and Doreen Edwards

**CALL THE MEETING TO ORDER**

The Chairman welcomed everyone and called the meeting to order. Chairman Tuckey recognized Greg Welker and Romina as new members of CAEDC staff. Greg and Romina provided their educational and work experience that they bring to CAEDC and the Board.

The Board shared a moment of silence in remembrance of September 11<sup>th</sup>.

**MINUTES**

Kenn requested a motion to approve the minutes.

On a motion by Sarah Battisti, seconded by George Tyson, the Board accepted the minutes of the August 14, 2024, meeting. Motion Passed.

**SECRETARY'S REPORT**

Sarah Battisti indicated that there is no secretary's report.

**TREASURER'S REPORT**

Kevin Benton, CPA updated the Board on the Financial Statements for the period ending August 30, 2024. Kevin reviewed the Balance Sheet and Profit and Loss Statements. A brief discussion was held regarding the outstanding conduit and administrative fees. Kevin indicated that there was an additional \$23,000 collected for outstanding fees, bringing the total collected to \$56,000. It was determined by the Board that a past-due letter, with accompanying invoices, would be sent and later followed up with a warning letter from the solicitor's office.

On a motion by Sarah Battisti, seconded by George Tyson, the Board accepted the financial statements for the period ending August 31, 2024. Motion Passed.

**NEW BUSINESS**

Andy Giorgione, solicitor, updated the Board on new information regarding Itemizations. He indicated that the capital budget itemizations were depleted a couple of years ago and that at the request of Representative Kutz he submitted in the general category a line item of \$50 million to be requested in the budget for IDA. Andy stated that there is some skepticism that this bill will run this fall due to limited session days and upcoming elections. The House of Representatives did request it, and the IDA complied. Andy indicated that he did share this information with CAEDC as they believe we may need additional financial assistance for this line item. Kenn indicated that he would like to further discuss this with CAEDC as it is his preference that all transactions go through the IDA. Details regarding how itemizations are used when grants are requested were discussed. The Board will be updated as new information is presented by the state.

Kevin Benton reviewed the invoices submitted for payment which included general services provided by One Law in the amount of \$2,878.75, \$189 for review of Summerdale documents and \$3,282 to Cincinnati Insurance Company for the Officers and Director's Insurance premium. Kevin inquired on whether the \$189 should be billed back to Summerdale and Andy indicated yes.

On a motion by George Tyson, seconded by James Ross, the Board approved the payment of August invoices in the amount of \$6,349.75. Motion Passed.

Andy stated that his August invoice is higher than normal due to considerable research with insurance companies on payment bonds to fulfill the obligations requested by the County. After considerable time spent, we were unable to secure a bond, and the county did in turn sign the Cooperation Agreement.

On a motion by James Ross, seconded by Sarah Battisti, the Board ratified the approval of the final draw request documents for the Removal of Blight and Redevelopment of the Carlisle Pike Intersection Project, as well as the Payment Request Submission. Motion Passed.

On a motion by James Ross, seconded by George Tyson, the Board ratified Agreement 08A781, Amendment 1 – Redistribution of costs in the Current Estimated Project Cost Exhibit. No change to Total Project costs. Motion Passed

On a motion by James Ross, seconded by Charles Wison, the Board ratified the Summerdale Transportation Improvements Agreement No. 08A781 – PennDOT MTF Grant extension from October 30, 2024-June 30, 2025. Motion Passed

On a motion by James Ross, seconded by George Tyson, the Board ratified the payment of Summerdale Reimbursement Agreement No. 08A781 – Invoice #2, \$528,426.99. Motion Passed

Andy updated the Board indicating that the East Pennsboro Ambulance Service has chosen to use a different financing source for their project.

Andy also reviewed the new bylaws and provided details about flow of business, quorums, ethics act, voting and provisions and terms. Andy indicated that if approved, he would like to submit the Bylaws to the County Solicitor so that they have a copy for their records.

On a motion by James Ross, seconded by Omar Shute, the Board adopted the Bylaws as amended. Motion Passed

#### **OLD BUSINESS**

John Owens stated that he did not have much to report other than the site is improving. Andy stated, and John confirmed that the Wawa is expected to open in November 2024. Andy stated that the site is getting some interest, but the process remains slow.

#### **OPEN DISCUSSION**

A brief discussion was held regarding Mid Penn Bank and payment on the line of credit.

On a motion by Omar Shute, seconded by Sarah Battisti, the Board approved a payment of \$20,000 to pay down the line of credit with Mid Penn Bank.

The Rider Musser quarterly financial report for the period ending 06/30/24 was provided to the Board for informational purposes.

#### **ADJOURNMENT**

There being no further business, on a motion by George Tyson, seconded by James Ross, the meeting was adjourned.