
Board of Directors
Minutes – December 11, 2024

The Cumberland County Industrial Development Authority met at noon at 170 Stover Drive, Carlisle, PA 17015.

BOARD OF DIRECTORS ATTENDANCE:

T= participation via teleconference, P= in-person participation

Kenn Tuckey, Chairman (p), Parker Kuhns, Vice Chairman (p),
Sarah Battisti, Secretary and Treasurer (p), Omar Shute, Assistant Secretary & Treasurer, (t)
James Ross (p), George Tyson (p), and Charles Wilson (t)

OTHER ATTENDEES:

Andy Giorgione, Esquire, ONE Law, LLC (p), John Owens (t), Kevin Benton, CPA (p)
CAEDC: Janet Anderson (t), Romina Altez-Nunez (t) and Doreen Edwards (p)

CALL THE MEETING TO ORDER

The Chairman welcomed everyone and called the meeting to order.

MINUTES

Kenn requested a motion to approve the minutes.

On a motion by James Ross, seconded by Parker Kuhns, the Board accepted the November 13, 2024, meeting minutes. Motion Passed.

SECRETARY'S REPORT

There were no items to report under the secretary's report.

TREASURER'S REPORT

Kevin Benton, CPA updated the Board on the November 2024 Financial Statements. Kevin reviewed the balance summary and reconciliation summaries, which are provided to the board in advance of the meeting.

On a motion by Sarah Battisti, seconded by Parker Kuhns, the Board accepted the November 2024 financial statements. Motion Passed.

Kevin Benton reviewed the November invoices (One Law and Sentinel Advertisement of 2025 Meeting Schedule) totaling \$627.12.

On a motion by Sarah Battisti, seconded by George Tyson, the Board approved the November invoices. Motion Passed.

NEW BUSINESS

A discussion was held regarding the Engagement Letter with Hamilton & Musser, PC. Andy stated that Hamilton & Musser changed the payment obligation from *immediately due upon receipt* to due in 30 days. Kenn stated that the same auditor, Nicholas Shearer, will handle the 2024 Audit. Kevin stated that there should not be any issues completing the audit in compliance with the County Commissioners timeline.

A discussion was held regarding CCIDA and CAEDC RACP projects. The Board determined that a list of all RACP projects will be provided monthly for their review. The list should include each project and any pertinent information relating to each, including when invoices are submitted to project developers. This will be used for tracking purposes by the CCIDA and CAEDC.

The Board will address, at its January meeting, the terms of the CAEDC/CCIDA Administrative Agreement.

OLD BUSINESS

Summerdale Discussion:

- Wawa grand opening/ribbon cutting is scheduled for December 12th. George and Kenn plan to be in attendance.

- Sil Lutkewitte Promissory Note and Line of Credit payments outstanding to the CCIDA. The Board agreed that no changes are necessary to the current payment agreement structure (Promissory Note: \$738K and Line of Credit: \$69K). Andy will follow-up with Sil Lutkewitte for updates on the project.

There being no further business, on a motion by Parker Kuhns, seconded by Sarah Battisti, the meeting was adjourned.