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**Board of Directors**  
**Minutes – March 12, 2025**

The Cumberland County Industrial Development Authority met at noon at 230 South Sporting Hill Rd, Mechanicsburg, PA 17050 or Via Zoom.

**BOARD OF DIRECTORS' ATTENDANCE:**

Kenn Tuckey, Chairman, Parker Kuhns, Vice Chairman,  
Sarah Battisti, Treasurer (via teleconference), James Ross, Secretary,  
George Tyson, Assistant Secretary & Treasurer,  
John Murphy and Charles Wilson (via teleconference)

**OTHER ATTENDEES:**

John Owens and Kevin Benton, CPA  
**CAEDC:** Janet Anderson and Julie Koranda (via teleconference),  
Greg Welker, Alyssa Smith, and Doreen Edwards

**CALL THE MEETING TO ORDER**

The Chairman welcomed everyone and called the meeting to order.

Kenn announced that Sarah Battisti has been reappointed to the Board for another term. Congratulations to Sarah. John Murphy, who was present at the meeting, has been appointed to the Board, replacing Omar Shute, whose term expired in February 2024. John provided some personal background information and commented that he is looking forward to serving on the Board.

Greg Welker introduced Alyssa Smith as CAEDC's new Grant Manager and provided some educational and employment history. Greg indicated that Alyssa will be a great asset to CAEDC and CCIDA. Alyssa stated she is looking forward to working with the Board.

**SECRETARY'S REPORT**

James Ross indicated that he was not present for the entire meeting last month but hopes that everything was covered in the minutes.

Kenn requested a motion to approve the minutes.

On a motion by James Ross, seconded by Parker Kuhns, the Board approved the minutes of the February 12, 2025, meeting. The Motion Passed.

James requested that we examine how CCIDA could get involved in reviewing the TIF programs. Kenn indicated that we could address that at a future meeting. There were no other items to report under the secretary's report.

**TREASURERS REPORT**

Kevin Benton, CPA, provided the Board with an update on the February 2025 Financial Statements. He went over the balance summary and reconciliation summaries, which were shared with the Board prior to the meeting. A final payment of \$25,000 to Koloman Development is included in the balance and will be processed soon. Additionally, an outflow of \$871 was allocated towards legal expenses and interest on the line of credit.

On a motion by Charles Wilson, seconded by George Tyson, the Board accepted the February 2025 financial statements. The Motion Passed.

Kevin Benton reviewed the February invoices totaling \$1,860 for One Law, LLC, and Selective Insurance.

On a motion by Parker Kuhns, seconded by James Ross, the Board approved the February invoices. The Motion Passed.

**NEW BUSINESS**

*Insurance Update and Renewals:*

An update was provided to the Board regarding its General Liability Insurance through Selective Insurance and the Director's and Officer's Insurance Renewal. Doreen explained that Kenn will be signing, upon Board approval,

an application for the renewal of the Directors' and Officers' Insurance. Doreen further explained that the application and a list of current board members are due to the insurance company on March 17<sup>th</sup>. A preliminary review of the policy will be completed and will remain pending until the 2024 Audit is completed and provided to Cincinnati Insurance Co. The policy is scheduled for renewal at the end of May 2025.

On a motion by James Ross, seconded by Charles Wilson, the Board approved the application to renew the Directors' and Officers' insurance through Cincinnati Insurance Co. The Motion Passed.

#### *2024 CCIDA Audit:*

Kevin Benton stated that there is one additional item he needs to provide to Nick of Hamilton & Musser. Kevin also commented that Hamilton and Musser will want to review the Administration Agreement once the Board has approved. Kenn commented that the audit ran much smoother this year than last year.

### **OLD BUSINESS**

#### *Summerdale:*

John Owens shared that Metro is committed to completing 50% of the sidewalks and is awaiting input from additional partners. A discussion took place regarding the renovations of the Miller House. George Tyson emphasized the importance of preserving its history, noting that many historical buildings have not survived over time. The Miller House was saved, relocated, and carefully renovated, which included repointing the stone, installing a new HVAC system, roof, and windows, adding siding, and constructing a new rear porch. Additionally, a storage facility was built to house artifacts and other items. George mentioned that a ribbon-cutting ceremony is planned, during which a check will be presented to the PA Historical Society.

#### *Active RACP Projects and Status:*

Greg Welker mentioned that it has been a highly productive period as the projects approved in the Fall progress. He provided the Board with the following update:

- Central PA Youth Ballet (2019)– Payment request approved [\$975,000]. Payment should be received in 6-8 weeks.
- Organic Remedies (2020, 2021 and 2022)– CAEDC is working with Tetra Tech to finalize scope approval from the Office of Budget (OB). PMP Entrance Conference Meeting was held on 10/3/24
- Carlisle Regional Performing Arts Center (2021)- Meeting scheduled to discuss Project Plan and match
- Army Heritage Center (2021) – Grant Agreement signed and returned to OB
- Koloman Development (2021) – Final Payment Received. The project is complete.
- Mayapple (2022) – CCIDA Application Agreement signed by IDA and Mayapple
- Cumberland-Perry Area Career and Technical Center (2023) – Initial meeting held in January, working on Project Management Proposal Submission
- Shippensburg University (2023) - Initial meeting held in January, working on Project Management Proposal Submission
- Capital Hotels Investment Group (2023) - Initial meeting held in January, working on Project Management Proposal Submission
- Gettysburg Road Investors, LLC (2023) – Application Agreement in process
- Pacifica Mechanicsburg, LLC (2023) – Project Management Proposal submitted to OB

John Murphy inquired about the highlighted projects. Greg explained that those are CAEDC projects. James Ross requested that additional information on CAEDC projects be provided.

#### *CAEDC/CCIDA Administration Agreement:*

Kenn distributed copies of the Administration Agreement to the Board members. Andy, Jon Cox, and Janet have all been involved in the process. Kenn clarified that while the agreement remains the same, it has been updated for better content flow.

On a motion by James Ross, seconded by Parker Kuhns, the Board approved the Administration Agreement between CAEDC and CCIDA. The Motion Passed.

Kenn Tuckey called for an Executive Session at 12:34 p.m. Kenn Tuckey resumed the Regular Board Meeting at 1:15 p.m.

### **ADJOURNMENT**

There being no further business or board action, the meeting was adjourned.