

**Board of Directors**  
**Minutes – September 10, 2025 @ noon**

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

**BOARD OF DIRECTORS' ATTENDANCE:**

Kenn Tuckey, Parker Kuhns, Sarah Battisti, John Murphy, James Ross, George Tyson, and Charles Wilson.

**OTHER ATTENDEES:**

Michael Pykosh, Kevin Benton, and John Owens

**CAEDC:** Janet Anderson, Julie Koranda, Greg Welker, Alyssa Smith, and Doreen Edwards

**CALL THE MEETING TO ORDER**

The Chairman confirmed a quorum, and the meeting was called to order.

**SECRETARY'S REPORT**

On a motion by James Ross, seconded by Parker Kuhns, the Board approved the meeting minutes from August 13, 2025, as presented. The motion passed with no objections or abstentions.

**TREASURERS REPORT**

*Financial Statement*

Kevin reviewed the Profit and Loss Statement for August.

There was an error in a previously issued invoice to CAEDC (Caprice) regarding a \$1,000 administrative fee that was incorrectly included as part of a reimbursement to CCIDA. The corrected share of grant fees is \$5,833 rather than \$6,833.

Expenses for the month included legal fees of \$455 and a small amount of interest income. The net income for August was approximately \$5,170.

It was noted that bills related to the bond issues will be addressed later in the meeting.

On a motion by Charles Wilson, seconded by Parker Kuhns, the Board accepted the financial statements for the period ending August 31, 2025. The motion passed with no objections or abstentions.

*Invoices for Payment*

Kevin presented the invoices for payment, which included an August legal fee invoice of \$770, the quarterly Administrative Services invoices, and an invoice for one-third of the RACP conduit fee related to the Cumberland Perry Area Career Technical Center for \$1,666.67.

On a motion by James Ross, seconded by Parker Kuhns, the Board approved the payments as follows:

- One Law invoice (\$770)
- CAEDC invoices (2<sup>nd</sup> & 3<sup>rd</sup> Quarter of 2024-\$7,500)
- CAEDC invoice for 1/3 RACP Conduit Fee (\$1,667)

The motion passed. Sara Battisti abstained from One Law approval

**NEW BUSINESS**

*Resolution and Administrative Expense Fund Requisition*

The Board considered Resolution (CCIDA & Manufacturers and Traders Trust Company - Trustee) and Administrative Expense Fund Requisition No. 1 related to the payment of past-due invoices associated with the bond issue administered by MuniCap, Inc. It was explained that the Resolution authorizes payment to MuniCap for back invoices that had not previously been paid. These payments will be made from the Trust, not from IDA funds. The purpose of the resolutions is to enable the Trust to reimburse MuniCap for administrative services related to the bond, as well as to pay any outstanding fees. During the discussion, it was noted that the invoices were received all at once rather than regularly, as MuniCap sent the invoices to CAEDC's previous address, located in Carlisle, PA. The invoices were verified as valid by Solicitor John Cox.

On a motion by James Ross, seconded by Parker Kuhns, the Board approved the Resolution and Administrative Expense Fund Requisition Number 1. The motion passed with no objections or abstentions.

*Next Generation Farmer's Potential Loan  
Program Overview:*

Greg explained that this is a tax-exempt financing program that the state has been promoting more actively, and guidelines were published in March of this year. Applications will go through CCIDA using their standard bond process. There is a maximum loan cap of \$667,000. This is described as "significantly lower" than typical bond programs. Greg stated that he and Griffin Means need to discuss the project's merit but wanted to put it on CCIDA's radar.

**OLD BUSINESS**

*Summerdale:*

An update was provided by John Owens. Kenn stated that he was made aware that the Auto Parts Store is close to signing.

*Amended – Annual Billing and Collection of RACP Conduit and Administrative Fees*  
As requested, additional language regarding late fees was added to the policy.

On a motion by James Ross, seconded by George Tyson, the Amended Annual Billing and Collection of RACP Conduit and Administrative Fees was approved as presented. The motion passed with no objections or abstentions.

*Active RACP Projects and Status:*

Alyssa Smith provided updates on active RACP projects noting that good progress is being made.

*NEW RACP Projects*

*Current Status:*

- Opened August 29th
- Application deadline - September 23rd
- Applications received to date: 2
- Expected applications by deadline: 4 total (2 more due this afternoon; confirmed contact with one applicant this morning)

*Submitted Applications:*

- Mechanicsburg Fire Department (Cumberland County)

*Expected Applications:*

- Tri-County Housing in Carlisle - Letort Townhomes (8 townhomes)
- Market Street Development - Restaurant in Camp Hill (former Float Spa location)
- Former Coakley's Restaurant – (Several storefronts and apartments upstairs)
- South Middleton School District – (Demo and construction of new fieldhouse and 2 concession stands)

**ADJOURNMENT**

On a motion by George Tyson. Seconded by Charles Wilson, the meeting was adjourned.