

**Board of Directors Meeting Minutes**  
**January 14, 2026**

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

**BOARD OF DIRECTORS' ATTENDANCE:**

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

**OTHER ATTENDEES:**

Michael Pykosh, Kevin Benton, and John Owens

**CAEDC:** Alyssa Smith and Doreen Edwards

**CALL THE MEETING TO ORDER**

The Chairman confirmed a quorum, and the meeting was called to order at 12:00 p.m.

**REORGANIZATION**

Reorganization and election of officers:

**Current Officers:**

- Chair: Kenn Tuckey
- Vice Chair: Parker Kuhns
- Secretary: James Ross
- Treasurer: Sarah Battisti
- Assistant Secretary and Treasurer: George Tyson

On a motion by Parker Kuhns, seconded by James Ross, the Board approved the retention of all current officers in their respective positions. The motion passed with no objections or abstentions.

**SECRETARY'S REPORT**

*Meeting Minutes*

On a motion by Parker Kuhns, seconded by James Ross, the Board approved the December 10, 2025, meeting minutes as presented. The motion passed with no objections or abstentions.

James Ross requested that all discussions leading to Board action be included in the minutes, rather than only noting Board approval. The Board discussed the recording of meetings for the purpose of transcribing meeting minutes. CCIDA Solicitor Michael Pykosh indicated that a resolution establishing procedures for such recordings would be required.

**TREASURERS REPORT**

*Financial Statements*

Kevin reviewed the Profit and Loss Statement for December 2025. He provided an update on cash balances, receivables, and status of the Line of Credit.

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

*Invoices for Payment*

Kevin presented the invoices for payment, as follows:

- Sentinel: \$113.31 for posting of 2026 meetings
- DPM (Legal Fees): \$3,244.50 total [Note: Previous check for \$1,417 voided due to signature error; new check for full amount issued]
- CAEDC Fourth Quarter Fee: \$3,750
- Conduit/Administrative Fees: \$32,535 outstanding [Reconciliation provided]

On a motion by John Murphy, seconded by Sarah Battisti, the Board approved the Sentinel, DPM and CAEDC 4<sup>th</sup> Qtr. Administrative fee invoices as presented. The past due CAEDC conduit/administrative fee invoices were tabled. The motion passed with no objections or abstentions.

A discussion was held regarding the Mid Penn Bank Line of Credit and whether to pay the balance with available funds or if it was more beneficial to preserve the funds since Summerdale is responsible for the interest payments. Summerdale recently paid the past due interest payments. In order to make an informed decision, the board requested clarification on balance details, loan percentage, and terms of Summerdale's repayment obligations.

On a motion by James Ross, seconded by Parker Kuhns, the Board tabled the matter until additional information is provided at the February Board meeting. The motion passed with no objections or abstentions.

### **NEW BUSINESS**

#### *Grant Agreement with Pacifica Mechanicsburg, LLC – Ratify Agreement*

On a motion by George Tyson, seconded by James Ross, the Board ratified the Grant Agreement submitted by the Office of Budget with Pacifica Mechanicsburg, LLC. The motion passed with no objections or abstentions.

Kenn requested that CAEDC staff contact the Office of Budget to request that CAEDC staff be included in communications regarding contract signatures and deadlines, in order to establish a more effective notification process.

#### *Statement of Financial Interest Forms*

Board members were provided with a hard copy of the Statement of Financial Interest form. Forms are to be completed by May 1, 2026, and submitted to Doreen Edwards. Doreen stated that an electronic version would be emailed to the Board.

### **OLD BUSINESS**

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

Alyssa Smith updated the Board on any action that occurred since the December 2025 meeting.

#### *Summerdale Update:*

*John Owens provided an update on the Summerdale project as follows:*

- Sidewalk/Connectivity Issues:
  - Email received from Andy regarding sidewalk work and Penn State HOA issues
  - The sidewalk has been eroding and washing out
  - Grant from Representative Wilson's office intended to connect the historical society property to the park (requirement for A&D traditional neighborhood design)
  - Waiting to hear from Andy regarding mobilization plans
  - Metro has earnest money held, waiting for 200 First Street funding to match for the sidewalk extension across Miller Street
- Development Activity
  - No tenants have met with the township in the past two months; no development of interaction activity to report.

### **EXECUTIVE SESSION - SUMMERDALE**

The Chair moved, at 12:22 p.m., to enter Executive Session for the purpose of discussing real estate. Executive session concluded, and no action was taken.

### **ADJOURNMENT**

There being no further business, James Ross motioned, seconded by John Murphy, to adjourn the meeting. The motion passed, and the meeting adjourned at 1 pm.