**MEETING MINUTES OF THE UPPER DAUPHIN INDUSTRIAL DEVELOPMENT AUTHORITY**

A meeting of the Upper Dauphin Industrial Development Authority was held on January 21, 2013 at Shaffer & Engle Law Offices, LLC located at 512 Market Street, Millersburg, PA 17061 at 10 AM. This meeting was properly advertised in the Upper Dauphin Sentinel. (*See* Proof of Advertisement attached hereto and made a part hereof).

The Vice Chairman, Harold Engle, opened the meeting at 10:00 pm with a roll call. There were no members of the public in attendance.

**Present**:

Mrs. Lori Schoffstall-Troutman Assistant Secretary

Mr. Harold Engle- Vice-Chairman

Mr. David Hawley- Secretary

**Absent**:

Mrs. Kathryn Olinger- Treasurer

Mr. Dale Hoover- Chairman

**Also Present**:

Mr. Jeffrey Engle, Solicitor, Shaffer & Engle Law Offices, LLC

**MINUTES**:

The minutes of the October 24, 2012 meeting were approved as read.

Motion by Mr. Hawley

Seconded by Mrs. Troutman-Schoffstall

All were in favor.

**REORGANIZATION**:

The resignation of Mrs. Olinger was noted and accepted. Reorganization occurred. All current positions were voted as a slate of candidates, with the exception of Treasurer, which was made for Mrs. Schoffstall Troutman.

Properly motioned by Mr. Hawley, Seconded by Mr. Engle; All were in favor, none opposed.

Mrs. Schoffstall Troutman agreed to continue to serve in a dual capacity as Treasurer and Assistant Secretary until such time as a replacement for Mrs. Olinger was located. All were in favor.

**UNFINISHED BUSINESS:**

Treasurer's Report was received from Mrs. Olinger, which contained as follows:

As of January 21, 2013 we have the following balances on account with Susquehanna Banks:

**GENERAL CHECKING**- $12,499.53 (includes deposit from Bethesda Mission project refinance of $10,000); It was agreed by all that Mrs. Schoffstall Troutman would move $7,000 from the General Account to the MMDA.

**MONEY MARKET**- $10,608.77

**RECEIVABLES**- None; all have been collected for 2012. Includes payments from Londonderry School ($300), Homeland Center ($300), Shadowfax Corporation ($300) and Chase Manhattan Trust Co. of PA for the Association of Colleges and Universities ($300).

Bills will be mailed to all current project recipients for 2013, with the exception of Bethesda Mission, for which a payment for the initial refinancing was just received. This item will be billed as $300 inm 2014.

**ONGOING PROJECTS**:

The Solar Farm Project was discussed briefly. Waste Management has been unresponsive since the last meeting to Mr. Haste. We discussed the possibility of utilizing lands near the current Millersburg Water Authority site along Route 209 near the Ned Smith Center. Mr. Jeffrey Engle will review further with bond counsel, solar project specialist and RBC financial advisors to determine feasibility. This project appears to be financially unfeasible as no "up front" governmental grants are presently available.

**NEW BUSINESS**:

Possible replacements for Mrs. Olinger were discussed. A question arose concerning who could serve based on their residence. A review of the Bylaws indicates that the Borough may appoint all members. It **does not** indicate that they **must** be a resident of the Borough of Millersburg or Upper Paxton Township. The general consensus was that it should be an adult individual from the Northern Dauphin County Area.

Millersburg Pool Association. The members discussed donating $2,500 as matching funds to the Pool Association in order for it to obtain a new diving board. The membership indicated there was a need of $5,000 to $8,000. Mrs. Schoffstall Troutman provided the name and number of Ms. Kathy Weiss (in charge of campaign). The Solicitor reached out to her after the meeting and made her aware of the UDIDA's intentions. All were in favor.

Website. The membership discussed building a website for the UDIDA. Several names of persons who may have an interest in providing the design and installation of one were discussed. The Solicitor will reach out to a possible web designer for price and features.

**COMMITTEE REPORTS**:

None.

**OFFICER REPORTS**:

At the meeting on August 14, 2012, the solicitor provided the members with a membership update on the dates for the expirations of their respective terms of office. Mrs. Schoffstall's term ends on December 31, 2012 and she is interested in continuing for another term of 5 years. The Millersburg Borough, by letter dated December 27, 2012, re-appointed Mrs. Troutman-Schoffstall to fill a 5 year term from January 1, 2013 to December 31, 2017.

Mr. Hawley's membership term ends on December 31, 2013. Once appointed to a five (5) year term, the member no longer requires re-appointment, but serves at the pleasure of the Millersburg Borough Council and their membership will automatically renew for an additional five (5) year term. Mr. Hawley is willing to continue and the Solicitor will advise the Borough Secretary, Ann Jackson of same.

**UNFINISHED BUSINESS**:

None.

**PAYMENT OF BILLS**:

The Invoices presented for payment were as follows:

**Shaffer & Engle Law Offices, LLC**- Fees of **$646.55**.

**Custer, Faust & Associates**- Completion of the 2012 Audit- **$750**.

**Upper Dauphin Sentinel**- Advertising for 1/21/2013 meeting- **$31.42**.

**Penn National Insurance**- 2013 Indemnity Bond. Annual amount **$673**.

A motion from the floor was made by Mr. Hawley to pay the listed invoices totaling **$2,100.97**. The motion was properly seconded by Mr. Harold Engle. All were in favor.

All were in favor, none opposed.

**ADJOURNMENT**:

There being no further business, the meeting was adjourned at 10:55 am. Motion made by Mr. Engle, seconded by Mrs. Schoffstall Troutman.

BY THE SECRETARY:

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Mr. Hawley, Secretary