

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

A meeting of the Upper Dauphin Industrial Development Authority was held on March 24, 2015 at Shaffer & Engle Law Offices, LLC located at 512 Market Street, Millersburg, PA 17061 at 1:30 PM. 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 1:30 PM with a roll call. There were no members of the public in attendance. A quorum was established.

### **Present:**

Mrs. Lori Troutman-Schoffstall Treasurer  
Mr. Harold Engle- Vice-Chairman  
Mrs. Tamie Laudenslager- Assistant Secretary

### **Absent:**

Mr. David Hawley- Secretary  
Mr. Dale Hoover- Chairman

### **Also Present:**

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

### **MINUTES:**

The minutes of the January 14, 2014 meeting were approved as read.  
Motion by Mrs. Lori Troutman-Schoffstall  
Seconded by Mr. Engle  
All were in favor. Motion carried.

### **REORGANIZATION:**

Reorganization occurred. All current positions were voted as a slate of candidates.

- Mr. Dale Hoover- Chair
- Mr. Harold Engle- Vice Chair
- Mr. David Hawley- Secretary
- Mrs. Tamie Laudenslager- Assist. Secy
- Mrs. Lori Troutman-Schoffstall Treasurer

Properly motioned by Mr. Engle, Seconded by Mrs. Laudenslager; All were in favor, none opposed. Motion carried.

**NEW BUSINESS:**

A. Treasurer's Report was received from Mrs. Troutman-Schoffstall, which contained as follows:

As of December 31, 2014<sup>1</sup> we have the following balances on account with Susquehanna Banks:

**GENERAL CHECKING-** \$3,209.20;

**MONEY MARKET-** \$13,644.47

**RECEIVABLES-** Invoices have been mailed to the following:

**Londonderry School** (bonds issued 3/19/2003)- \$300- 2014; \$300 for 2015 was received.

**Homeland Center** (bonds issued 5/22/2003)- \$300- 2014; \$300 for 2015 was received.

**Shadowfax Corporation** (This is a non-tax exempt term loan issued 2/20/03)- This is a correction to my prior notation in January 2014 that it was tax exempt. As such, there is no payment due. We received payment upon issuance.

**Chase Manhattan Trust Co of PA**

Association of Independent Colleges and Universities of PA ("AICUP") (7/23/1998)- \$300- 2014 paid. Refinancing in 2015. \$400 will be paid each year for 10 years. This is roughly .4% of total loan in the amount of \$895,000 (\$3,580).

**Bethesda Mission-** (12/28/2012)- No payments due. The UDIDA received \$10,000 upon settlement.

**UNFINISHED BUSINESS:**

None.

**COMMITTEE REPORTS:**

None.

**OFFICER REPORTS:**

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<sup>1</sup> As of date; 11/6/2015- Checking has \$3,605.39; MMDA has \$11,655.05

None.

### **PAYMENT OF BILLS:**

The Invoices presented for payment were as follows:

**Penn National Insurance-** 2015 Indemnity Bond. Annual Amount of **\$673.00**. (Bond was not needed as this was for the Ned Smith Center). Confirmed with Deibler, Straub, and Troutman.

**Sentinel** for meeting advertisement- **\$28.30**

**Shaffer & Engle-** Annual fee of \$500.00 (legal) and current charges of \$225.00 (invoice was attached to agenda).

**BSSF-** Annual audit costs for 2014 in the amount of **\$1,250.00**. BSSF completed our annual audit as of March 10, 2015. The audit was provided pursuant to our annual requirements to DCED and the Borough of Millersburg.. Membership was also certified and provided to both entities.

**Motion:** I hereby make a motion that we pay the bills presented in the total of **\$2,003.30**.

A motion from the floor was made by Mr. Engle to pay the listed invoices totaling **\$2,003.30**. The motion was properly seconded by Mrs. Troutman-Schoffstall. All were in favor.

All were in favor, none opposed. Motion carried.

### **ANNUAL AUDIT CERTIFICATION AND MEMBERSHIP REPORT**

A motion was made from the floor to certify our 2014 audit and membership and report as required by law. The motion was properly made by Mrs. Troutman-Schoffstall and seconded by Mrs. Laudenslager. All were in favor, none opposed. Motion carried.

### **MEMBERSHIP UPDATE WAS PROVIDED**

**Mr. Hoover-** Good through January 1, 2016; He will be re-appointed for another 5 year term if no objections from Mr. Hoover. Membership generally renews was the initial 5 year appointment is made by Council.

**Mr. Engle-** Good through January 1, 2020.

**Mrs. Troutman-Schoffstall-** Good through January 1, 2017.

**Mrs. Tamie Laudenslager-** Good through January 1, 2017. (She was specially appointed by Council on June 12, 2013 to serve the unexpired term of Mrs. Katy Olinger through December 31, 2016).

**Mr. Hawley-** Good through January 1, 2019.

**VI. ADJOURNMENT**

There being no further business, I motion that we adjourn.

Motion by Mr. Engle, second by Mrs. Laudenslager. All were in favor.

**Adjourned at 2:03 PM.**

BY THE (ASSISTANT) SECRETARY:

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Mrs. Tamie Laudenslager