

PERSONS PRESENT

Members:

Barbara Zemlock, Chairman
David W. Shannon, Vice Chairman
David M. Transue, Secretary
William D. Kohl, Treasurer (Via Teleconference)
Douglas S. Gelder, Asst. Sec. /Asst. Treasurer

Advisors:

Jay Wenger, Susquehanna Group Advisors
Guy Beneventano, Esquire

Dauphin Highlands Golf Course Staff:

Christopher Strand, General Manager

Office Staff:

Cynthia L. Boratko, Executive Director
Abby L. Gabner, Asst. Executive Director
Darlene Graby, Accountant

MINUTES

CALL TO ORDER:

Ms. Zemlock, Chairman of the Board, called the Meeting to Order at 8:00 a.m. It was noted that a quorum was present and that the meeting had been properly advertised and that consistent with past practices, the meeting was being tape-recorded.

The Chairman of the Board also stated that an Executive Session was held on January 25, 2013 to obtain the advice of counsel on land issues.

APPROVAL OF MINUTES:

Motion: It was moved by Mr. Transue and seconded by Mr. Shannon to approve the Regular Board Meeting Minutes of January 16, 2013.

Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl – Aye.
Motion Carried.

PUBLIC COMMENT:

Nothing to report.

REPORT FROM THE TRUSTEE: Mr. Miller

The Trustee submitted a written report to the Board and added that there were no reimbursements to Hyatt Hotel's reserve fund due to Operational expenses.

REPORT FROM FINANCIAL ADVISOR: Mr. Wenger

No report given.

REPORTS FROM COMMITTEES:

Golf Committee

Mr. Transue introduced Christopher Strand, an employee of Billy Casper Golf (BCG) and the new General Manager of Dauphin Highlands Golf Course. Mr. Transue also announced that there was a golf committee meeting with BCG on Friday, February 15, 2013. Discussion included the need of a cash infusion of \$100,000 for operational expenses which does not include capital items. Resolution 1-2013 will address this cash infusion. Mr. Kohl reminded the board that a transfer from the golf course back to DCGA did occur in 2012. BCG is

planning to purchase a new POS system that will allow the creation of a detailed zip code analysis. Mr. Transue noted that BCG is likely to ask for replacement of the golf cart fleet in 2014, which is long overdue. Furthermore, it was noted that an agreement with Dauphin County Prison is in place. Mr. Transue announced the gaming grant award of \$152,000 for the construction of a restroom/concession stand and replacement of the clubhouse roof. Ms. Zemlock thanked the golf committee and the executive director for their hard work on the gaming grant and inquired about the start date for construction of the restroom/concession stand. Mrs. Boratko answered that the funds will be available in March therefore construction is likely to begin sometime in April. The clubhouse roof will be deferred until fall so as not to disrupt business.

Budget Committee

Mr. Shannon went over budget changes with the board.

Motion: It was moved by Mr. Kohl and seconded by Mr. Transue to approve the revised budgets for the Dauphin County General Authority and Dauphin Highlands Golf Course.

Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl – Aye.
Motion Carried.

REPORT FROM SOLICITOR: Mr. Beneventano

No report given.

FINANCIAL REPORT: Mrs. Graby

Updated financial reports and an executive summary were provided to members of the Board.

EXECUTIVE DIRECTOR'S REPORT: Mrs. Boratko

Mrs. Boratko provided a written report and requested the board act on the following items:

I. 100 Chestnut Street ***Monthly Operational Request #02-2013***

Motion: It was moved by Mr. Transue and seconded by Mr. Shannon to approve payment of the monthly Operational Request.

Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl – Aye.
Motion Carried.

Annual Renewal of Simplex Grinnell Maintenance & Monitoring Contracts

The Chair tabled the Simplex Grinnell contracts to enable details in the contracts to be addressed.

II. Dauphin County General Authority ***Susquehanna Bank Custodial Agreement - Ratification***

Motion: It was moved by Mr. Transue and seconded by Mr. Kohl to ratify the custodial agreement with Susquehanna Bank.

Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl – Aye.
Motion Carried.

Phillip's Maintenance Contract Renewal for Photocopier

Motion: It was moved by Mr. Shannon and seconded by Mr. Kohl to renew the maintenance agreement with Phillip's Office Products for the Authority's photocopier.

Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl - Aye.
Motion Carried.

IV. *Dauphin Highlands Golf Course*

Asbestos Abatement of Fireplace & Pipe plus \$200 of cost for further testing

Motion: *It was moved by Mr. Gelder and seconded by Mr. Kohl to pay the invoice from First Capital Insulation for fireplace and pipe abatement plus \$200 of the cost for further testing.*

Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl - Aye.
Motion Carried.

Resolution #1-2013 – Transfer of \$100,000 from DCGA to Dauphin Highlands Golf Course

Motion: *It was moved by Mr. Transue and seconded by Mr. Gelder to approve Resolution #1-2013.*

Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl - Aye.
Motion Carried.

NAI/CIR Due Diligence Extension of 60 days for the sale of 10 Mars Street

Motion: *It was moved by Mr. Kohl and seconded by Mr. Shannon to authorize a 60 day due diligence extension for the sale of 10 Mars Street.*

Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl - Aye.
Motion Carried.

NAI/CIR Renewal of Sales Agreement for Dauphin Highlands Golf Course

Motion: *It was moved by Mr. Kohl and seconded by Mr. Transue to execute a one year renewal of the Sales Listing Agreement with NAI/CIR for the sale of Dauphin Highlands Golf Course.*

Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl - Aye.
Motion Carried.

OLD BUSINESS:

Nothing to report.

MATTERS REQUIRING ACTION

I. *HYATT HOTEL PROJECT*

Revenue Fund Requisitions #09, 10, 11, 12, 13, 14, 15 - 2013

Motion: *It was moved by Mr. Kohl and seconded by Mr. Shannon to approve payment of Requisitions #09-15 - 2013.*

Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl - Aye.
Motion Carried.

BOARD RATIFICATIONS

I. *HYATT HOTEL PROJECT*

Operational Funding Requisition #08 - 2013

Motion: *It was moved by Mr. Kohl and seconded by Mr. Shannon to ratify Requisition #08 - 2013.*

*Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl - Aye.
Motion Carried.*

II. RIVERFRONT OFFICE CENTER
Parking Lot Leases

Motion: It was moved by Mr. Shannon and seconded by Mr. Kohl to ratify the parking lot leases.

*Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl - Aye.
Motion Carried.*

OTHER BUSINESS:

Nothing to report.

EXECUTIVE SESSION:

The Board went into Executive Session at 8:38 a.m.

RECONVENE REGULAR SESSION:

The Executive Session adjourned at 9:48 a.m. The Chair reported that during Executive Session the Board received the advice of legal counsel.

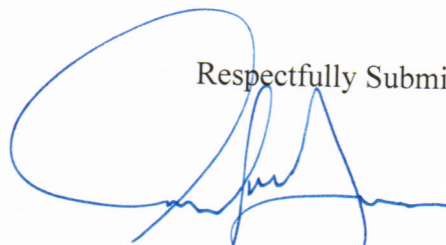
ADJOURNMENT:

Motion: It was moved by Mr. Transue and seconded by Mr. Gelder to adjourn the meeting.

*Question: Ms. Zemlock – Aye, Mr. Gelder – Aye, Mr. Shannon – Aye, Mr. Transue – Aye, Mr. Kohl - Aye.
Motion Carried.*

The meeting was adjourned at 9:50 a.m.

Respectfully Submitted,



David M. Transue
Secretary

