

# Northampton County General Purpose Authority Meeting Minutes

8:00 a.m. on May 5, 2015

A meeting of the Northampton County General Purpose Authority was held on Tuesday, May 5, 2015, at 8:00 a.m. The meeting was held in Northampton County Courthouse, 3<sup>rd</sup> Floor, County Council Chambers, Room #3116, 669 Washington Street, Easton, PA.

## **ITEM #1 – CALL TO ORDER-ATTENDANCE**

Mr. Langen called the meeting to order.

### **Attendance:**

Shawn K. Langen, J. Michael Dowd, Neal Koplín, Margaret Ferraro

### **Solicitor:**

Scott B. Allinson, Esq., John F. Lushis, Jr., Esq.

### **Staff:**

Diane Donaher, Director, DCED  
Mark Hartney, DCED Administrator

Nina McCarthy, DCED Executive Secretary  
David Hughes, DCED Finance Specialist

### **Absent:**

Shawn Donahue, Mark Schiavone, Helene M. Whitaker

## **ITEM #2- APPROVAL OF MINUTES FROM APRIL 7, 2015**

**MOTION:** To approve the minutes as presented.

The minutes were unanimously approved on a motion by Mr. Dowd, seconded by Mr. Koplín.

## **ITEM #3 – TREASURER’S REPORT**

Mr. Hughes advised that although Mr. Donahue was not available to present the report, nothing in the report had changed from the previous month. Mr. Langen offered that since there were no changes, he did not believe there needed to be a motion to approve the Treasurer’s Report.

## **ITEM #4 – PUBLIC COMMENT**

None

**ITEM #5 – OLD BUSINESS**5.1 Clarify Board Restructure:5.1.1 Confirm Contact Information:

Board members reviewed and confirmed contact information.

5.1.2 Nomination and Election of Assistant Secretary:

The Assistant Secretary position was vacant when Mr. Donahue was elected Treasurer. Mr. Langen made a motion to elect Neal Koplin as the new Assistant Secretary. It was seconded by Mr. Dowd. The motion unanimously carried.

5.2 Open Records Officer Policy:

**MOTION:** To adopt the proposed resolution and proposed revisions to the Open Records Policy.

The suggested motion was made by Mr. Koplin and seconded by Mr. Dowd. The motion passed.

5.3 Post Issuance Compliance:

**MOTION:** To adopt the proposed Post-Issuance Compliance Policy subject to discussed revisions.

The suggested motion was made by Mr. Langen and seconded by Mr. Dowd. The motion passed.

**ITEM #6 – NEW BUSINESS**6.1 Glendon Hotel Discussion:

Also participating in the Glendon Hotel discussion was Mr. Tom Elliott, Ms. Lori Thomas and Mr. Ron Roscioli from the borough of Glendon.

**MOTION:** To provide the Borough Legal and Technical Assistance and develop an action plan to remediate the blighted property.

Motion made by Mr. Langen and seconded by Mr. Dowd. The motion passed.

6.2 Administrative Services Agreement Discussion:

This issue was tabled for discussion at a later date.

6.3 Revolving Loan Fund Cooperation Agreement:

**MOTION:** Mr. Koplin made a motion to accept Exhibit B - the program as designed and it was seconded by Mr. Langen. The motion passed unanimously.

**ITEM #7 – STAFF REPORT**7.1 Project Updates:7.1.1 Project Update Report:

Mr. Hartney reviewed the report with the board members

7.1.2 118-120 Northampton Street (Greater Easton Redevelopment Partnership Project):

Financing commitment letters have been received and they are currently deciding which bank to go with.

7.1.3 Pipeline Report:

The name of the report may be changed. The purpose of the report is not to name specific businesses, but to review what opportunities are in the works. Mr. Hartney and Mr. Hughes reviewed the report with board members.

7.2 Statement of Financial Interest Forms:

Ms. McCarthy reminded the board members that the State Ethics Commission requires that the forms be completed and in the DCED office by May the 1<sup>st</sup>. Currently, there are forms that have not been turned in.

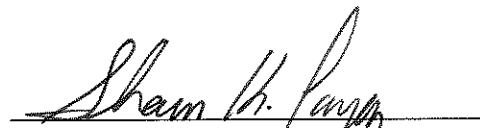
**ITEM #8 – NEXT MEETING – TUESDAY JUNE 2, 2015, 8AM**

**ITEM #9 – ADJOURNMENT**

Mr. Koplín made a motion to adjourn.

ATTEST:

  
Nina McCarthy, DCED Executive Secretary

  
Shawn Langen, Chairperson