

Northampton County General Purpose Authority Meeting Minutes

8:00 a.m. on September 1, 2015

A meeting of the Northampton County General Purpose Authority was held on Tuesday, September 1, 2015, at 8:00 a.m. The meeting was held in Northampton County Courthouse, 3rd 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 Langen, J. Michael Dowd, Shawn M. Donahue, Margaret Ferraro, Mark Schiavone

Solicitor:

John F. Lushis, Jr., Esq.

Staff:

Mark Hartney, DCED Administrator
David Hughes, DCED Finance Specialist

Nina McCarthy, Executive Secretary

Absent:

Neal Koplín, Helene M. Whitaker, Diane Donaher

ITEM #2- APPROVAL OF MINUTES FROM JULY 7, 2015

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

ITEM #3 – TREASURER’S REPORT

Mr. Hughes reviewed the Treasurer’s Report. Mr. Schiavone made a motion to accept the Treasurer’s Report as presented. Mr. Dowd seconded. The Treasurer’s Report was approved.

ITEM #4 – PUBLIC COMMENT

None.

ITEM #5 – OLD BUSINESS

None.

ITEM #6 – NEW BUSINESS**6.1 Video Record Meetings**

Northampton County Council Chambers has the technology to video record meetings. It was discussed whether or not to video record the GPA meetings, as other councils and authorities do, and have the video recordings posted online. All agreed it was a good idea.

MOTION: Approve that all GPA meetings held in the County Council Chambers be video recorded and posted on the county website.

Mr. Dowd made the motion. It was seconded by Mr. Schiavone. The motion passed unanimously.

6.2 Attendance Policy

There has never been a policy on attendance for GPA board members and it is not outlined in current by-laws. A draft of a potential attendance policy was presented to the Authority. After some discussion, Mr. Lushis agreed to review the policy and make recommendations.

6.3 Solicitor RFP

The current term of the present solicitor, Norris, McLaughlin & Marcus, P.A., will expire on December 31, 2015. A draft of the request for proposal was provided in the board's meeting packet. Upon approval the RFP will be publicized by September 15, 2015.

MOTION: To approve the issuance of the RFP.

Mr. Langen made a motion to approve. The motion was seconded by Mr. Dowd. The motion passed unanimously.

Board members were encouraged to supply names of the firms they believe would provide services required by the GPA to Mr. Hartney.

6.4 Auditor RFP

This request for proposal is to secure a firm to audit the financial statements of the GPA as of December 31, 2015, 2016, & 2017. Upon approval the RFP will be publicized by September 15, 2015.

MOTION: To approve the issuance of the RFP for solicitation of accounting services.

Mr. Donahue made a motion to approve. The motion was seconded by Mr. Dowd. The motion passed unanimously.

ITEM #7 – STAFF REPORT**7.1 GPA RLF Update**

Mr. Hartney reported that he met with the Economic Development subcommittee of County Council in early August and they approved the \$500,000. grant to the GPA. Mr. Hartney feels that DCED is now in a position to advertise the availability of the RLF. Mr. Hartney asked if the board would like to do a press announcement about the availability of those funds. The board felt it would be a good idea.

7.2 Economic Development Summit

DCED is developing a strategic plan that involves all of the 'sister agencies' (i.e., The IDA, the New Jobs Corps etc.) to identify roles in various projects where we share common interests and leverage each other's resources. DCED is looking for a summit date in early December 2015.

7.3 National Development Council

This council is a national non-profit that has access to different financing tools and advises communities on different projects. DCED is looking at a technical assistance contract to use them to facilitate the Economic Development Summit as a third party neutral observer. A proposal may be brought to the GPA to help pay for their expertise that could lead to potential projects.

7.4 Project Updates:

7.4.1 Boyd Theatre:

This project has not come to fruition. Moravian College is not going to develop the property. Although an agreement was not initiated and conditions were never met, Mr. Donahue made a motion to withdraw the approval of the \$30,000 grant that was approved for Moravian College. Mr. Dowd seconded the motion.

7.4.2 Hope Uniform Relocation:

Hope Uniform is complete, they have received funds and we have sent them their first bill.

7.5 Prospect Report:

Mr. Hartney reviewed various potential projects.

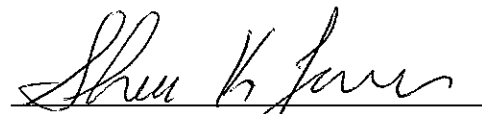
ITEM #8 – NEXT MEETING – TUESDAY OCTOBER 6, 2015, 8AM

ITEM #9 – ADJOURNMENT

Mr. Langen made a motion to adjourn. Seconded by Mr. Dowd.

ATTEST:


Nina McCarthy, DCED Executive Secretary


Shawn Langen, Chairperson