

County General Purpose Authority Meeting Minutes

8:00 a.m. on November 10, 2015

A meeting of the Northampton County General Purpose Authority was held on Tuesday, November 10, 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, Neal Koplín, Helene Whitaker, Mark Schiavone

Shawn M. Donahue was in attendance via teleconference.

Solicitor:

John F. Lushis, Jr., Esq.

Staff:

Diane Donaher, DCED Director
Mark Hartney, DCED Administrator

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

Absent:

Margaret Ferraro

ITEM #2- APPROVAL OF MINUTES FROM OCTOBER 6, 2015

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

ITEM #3 – TREASURER’S REPORT

Mr. Hughes reviewed the October 2015 Treasurer’s Report.

There was discussion about an account labeled ‘The Weller Center’. It’s actually a loan & development fund with restrictions and guidelines to use it. Mr. Hartney advised he would research and come back with a recommendation to the board.

Mr. Koplín made a motion to accept the Treasurer’s Report as presented. Ms. Whitaker seconded. The Treasurer’s Report was approved.

ITEM #4 – PUBLIC COMMENT

None.

ITEM #5 – OLD BUSINESS5.1 Reissue Solicitor RFP

A discussion ensued about modifications to, and the reissue of an RFP for solicitor services.

MOTION: To approve the changes that were made verbally, subject to reviewing them after installation.

Motion made by Mr. Koplin and seconded by Mr. Dowd. The motion carried.

5.2 Auditor RFP Update

Two responses were received for the RFP for Auditor. Interviews will be scheduled for the December 2015 GPA meeting.

5.3 National Development Council Update

The National Development Council will be making a presentation at the Human Services Building on Friday November 13, 2015. The presentation is regarding the county wide Northampton County Development Partnership.

ITEM #6 – NEW BUSINESS6.1 St. Luke's 2014 Annual Administrative Fee Clarification

Mr. Lushis advised that there was a fee structure that included an annual administrative fee included in the 2014 St. Luke's bond issuance. Mr. Lushis advised the board that they should vote to confirm that the language was an oversight and that it is not a fee that the GPA intends to collect. Mr. Hartney advised he would like to come back to the board with a proposed annual maintenance fee schedule for future financings.

MOTION: As discussed, it wasn't the intent of the Authority to collect ongoing maintenance fees associated with the 2014 St. Luke's bond issuance.

The motion was made by Mr. Langen and seconded to Mr. Dowd. The motion carried.

6.2 RACP Project Administration

DCED has been approached to manage RACP grants and would like to do so via the GPA. Mr. Hartney asked if it was something the board would like to pursue, and if so he would come back with a proposed policy to administer the RACP grants and a fee structure. The board advised they are interested.

ITEM #7 – STAFF REPORT7.1 Project Updates:7.3.1 Moravian College Bond.

Mr. Hartney advised that they had a kick off meeting and that Moravian is looking to close in January or February 2016.

7.3.2 St. Luke's 2015 Bond.

The St. Luke's bond closed earlier in the month and the GPA will receive a lessee fee.

ITEM #8 – NEXT MEETING – TUESDAY DECEMBER 1, 2015, 8AM

ITEM #9 – ADJOURNMENT

Motion to adjourn made by Mr. Dowd and seconded by Mr, Schiavone.

ATTEST:


Nina McCarthy, DCED Executive Secretary


Shawn Langen, Chairperson