

Intergovernmental Cooperation Authority for Harrisburg

Minutes of the Governing Board

Regular Meeting

September 27, 2023

Temple University Harrisburg, Strawberry Square, Harrisburg PA

hbgica.org

Members in Attendance	Ms. Audry Carter Mr. H. Ralph Vartan Mr. Doug Hill Ms. Kathy Speaker MacNett	A Quorum Was Recognized
Ex-Officio Members in Attendance	Ms. Marita Kelley, City of Harrisburg	
In Attendance	Mr. Michael Cassidy Independent Counsel Mr. Jeffrey Stonehill Authority Manager	
Meeting Begins		4:01 p.m.
Welcome by Audry Carter, Chair	Ms. Carter opened the meeting.	
Approval of the Minutes	Ms. Carter recognized that there were three sets of minutes to approve, July 9, July 23, and August 23, 2023.	Motion by Mr. Hill and a second by Mr. Vartan, the minutes were approved 4-0.
Report by the Chair	<p>Ms. Carter indicated that the purpose of today’s meeting was to review the proposed 2024 Five-Year Plan. She added that the City did deliver the document, as was agreed upon, on August 31, 2023. The ICA Board would then have thirty days to respond to the plan document.</p> <p>After consultation with Mr. Stonehill and Ms. Kelley, the City requested permission to withdraw the submission and requested an extension of time until October 12, 2023.</p> <p>It is the intention of the City to resubmit the plan document at that time in order to address different economic factors that have since been revealed and Ms. Kelley would like the opportunity to incorporate this information into the plan.</p>	<p>Authorization to Extend the Deadline for Submission of the 2024 Five-Year Plan to October 12, 2023. Motion by Mr. Hill and a second by Ms. Speaker MacNett, the motion was approved 4-0.</p> <p>Authorization to Transmit Correspondence. Motion by Ms. Speaker MacNett and a second by Mr. Vartan, the motion was approved 4-0.</p>

	<p>The revised submission will also address comments and questions presented by the Board after the August 31 submission.</p> <p>Mr. Hill made a motion to extend the submission deadline to October 12, seconded by Ms. Speaker MacNett.</p> <p>Ms. Carter thanked the City. She went on to request a motion to authorize correspondence be transmitted to the City to indicate a change in the deadline for the submission of the plan.</p> <p>Ms. Speaker MacNett made a motion to authorize the correspondence, seconded by Mr. Vartan.</p>	
Other Business	<p>Ms. Kelley introduced Mr. Nate Helwig from the City of Harrisburg who serves as the Assistant Grant Manager. Mr. Helwig was helping with the Five-Year Plan document.</p> <p>Ms. Carter noted there will be two weeks to review the submission of the plan document prior to the October 25 meeting.</p> <p>Ms. Kelley noted work continues on the plan document.</p>	
Authority Manager's Report	Mr. Stonehill provided the financial report for September 2023.	
Public Comments	There were none.	
Adjourn meeting at 4:11 p.m.	Motion by Ms. MacNett. A second was not required.	Approved 4-0.

Respectfully submitted:



Jeffrey M. Stonehill, Authority Manager

## Appendix Documents



## Summary of Bills Paid – Intergovernmental Cooperation Authority for Harrisburg

Report – September 27, 2023

Starting balance: \$124,231.22

- Digital Ocean \$12.72 September 1, 2023  
*Website software licenses*
- Digital Ocean \$6.87 September 1, 2023  
*Web Host*
- Pursuit Co-Working Harrisburg \$95.00 September 1, 2023  
*Virtual Office Monthly Subscription*
- PA Media Group \$160.74 September 15, 2023  
*Legal Advertisement*
- Johnson Duffie LLC \$437.50 September 27, 2023  
*General Counsel*
- MESH PA LLC \$4,200.00 September 27, 2023  
*Authority Manager*

Ending balance: \$119,318.39

- Interest earnings Y-T-D \$20.46
- Fees Y-T-D \$0