

LUZERNE COUNTY CONVENTION CENTER AUTHORITY MEETING

Wednesday, April 13, 2022

The Regular Meeting of the Board of Directors of the Luzerne County Convention Center Authority was called to order by Chairwoman Donna Cupinski on April 13, 2022 at 12:02 PM. Chairwoman Cupinski asked all those present to please silence their cell phones.

The Pledge of Allegiance, led by Anthony Ryba, was said by all in attendance.

ROLL CALL – PRESENT: Carmen Ambrosino, Peter Biscontini, Donna Cupinski, Guillermo Lara, Frank Orloski Jr., John Pickering (via telephone), Eugene Rafalli (via telephone), John Ruckno, Anthony Ryba (via telephone), Lori Spencer, and Tom Woods. Also present were members of ASM Global Administration – General Manager Will Beekman, Assistant General Manager/Director of Finance Carrie Grantuskas, Director of Marketing Steve Poremba, and Director of Operations Jeffrey Nealon. Mary Jo Kishel of Rosenn, Jenkins & Greenwald, Jerry Lynott from the Times Leader, and Eric Mark from The Citizens’ Voice were in attendance.

CORRESPONDENCE:

There was no correspondence for this meeting.

PUBLIC COMMENTS:

There were no public comments for this meeting.

APPROVAL OF THE MINUTES:

Chairwoman Cupinski asked for a motion to approve the minutes of the March 9, 2022 Regular Meeting as drafted.

A motion was made by Guillermo Lara and seconded by Tony Ryba to approve the minutes of the March 9, 2022 Regular Meeting as drafted.

Chairwoman Cupinski asked if there was any discussion and there was none.

ON THE QUESTION: All those in favor of approving the meeting minutes of March 9, 2022 as drafted, signified by saying “AYE”. **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

Chairwoman Cupinski asked for a motion to approve the minutes of the March 24, 2022 Special Meeting as drafted.

A motion was made by Tom Woods and seconded by John Ruckno to approve the minutes of the March 24, 2022 Special Meeting as drafted.

Chairwoman Cupinski asked if there was any discussion and there was none.

ON THE QUESTION: All those in favor of approving the meeting minutes for the March 24, 2022 Special Meeting as drafted, signified by saying “AYE”. **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

PAYMENT OF BILLS:

Chairwoman Cupinski asked for a motion to approve the payment of the bills totaling \$13,066.40.

A motion was made by Peter Biscontini and seconded by Frank Orloski Jr to approve payment of the bills totaling \$13,066.40.

Chairwoman Cupinski asked if there was discussion and there was none.

ON THE QUESTION: All those in favor of the motion to approve the payment of bills totaling \$13,066.40 signified by saying “AYE”. **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

AN EXECUTIVE SESSION WAS HELD AT THIS TIME.

GENERAL MANAGER’S REPORT

Thank you, Donna. Good morning, everyone.

We’ve kept ourselves busy since the last meeting. We had eight hockey games, a successful Alice Cooper concert and we hosted the Times Leader’s Career Fair this past Tuesday. We had our own table at the career fair, and a few of us also went down to Viewmont Mall on Thursday to take part in another career fair.

We have a hockey game tonight, which is one of four remaining home games. The team has nine games left, overall, and they are currently in 5th place. The top 6 teams in their division will make the postseason, so while anything can happen, their chances are pretty good.

We also announced that Limp Bizkit will be visiting us on May 7, and we have another big concert announcement coming your way next Friday.

We are also gearing up for Monster Jam on April 29-May 1, and that leads us into a pretty busy May. We will have WWE in town on May 13 for a live, televised Smackdown performance. We will also host four graduations and will also have Trolls Live! in town on May 24 & 25.

And then we have Bill Burr on June 16, a show that is selling very well.

So, again, we’re keeping ourselves busy.

Peter Biscontini asked if we were still going to do any post-game concerts at Penguins games and Will replied that, just to be clear, that is something that the Penguins do on their own. We do not book those concerts. They tried it twice before the pandemic, and I think they realized that concert promoting isn't for the faint of heart. That being said, they are currently kicking around the idea of trying it again at some point. I don't think they'll do it very often, but they may try it on Opening Night and maybe the last game the season, or something along those lines.

Chairwoman Cupinski asked if there were any more questions for Will and there were none.

COMMITTEE REPORTS:

BUILDINGS AND GROUNDS COMMITTEE:

Tony Ryba reported that the Committee met at 10AM this morning. Provident Energy suggested that we sit tight for another 6-8 months, until we get in to 2023. We do have a supplier agreement – one part is up at the end of 2023 and the other is up in 2024. We are currently looking at that agreement. They offered another part of their business, getting involved in an energy saving ESCO project. Tony is leading into a problem that we are having with our parking lot lights. The underground conduit is taking on some water and we had a couple of failures during some rain events and the lights were going in and out. This company suggested that we put the lighting in this big energy project and that they would help us with the underground lighting. We will have to dig the parking lot up and do some paving to put the new conduit and the electricity cabling in. They offered to oversee the project at no cost, just to get their foot in the door. The Committee thought that it was a good idea; the company wants to come up with an engineer that they work with next Wednesday, pending that everyone is ok with this. There will be no charge from them to oversee the project. They will help to facilitate the whole thing; they will help with getting the bid specs done, work with an engineer to design it, work with getting the bids in and analyzing the bids, and ultimately overseeing the project when they are digging up all the work. Tom Woods asked Tony when this would be done and Tony replied that the lighting needs to be done as soon as possible. Carrie Grantuskas added that we had to rent portable lights to try and get through right now. Chairwoman Cupinski stated that just like everything else, the lights are 23 years old. Tony also added that the lighting poles in the main lot are wooden and they are deteriorating. As part of the big energy project, we can change all of that out to LED lights. Right now, the main concern is the underground wiring just so we have some consistency with the lighting. Frank Orloski Jr stated that generally there are a lot of grants available for things like that. Tony stated that there is a funding portion so if we got into this, we would have to look at grants or look at either doing some kind of financing loan or bond. The energy savings on the new equipment would help pay the bond. In the big picture, it would work out even.

Chairwoman Cupinski said that one of the great things about this company is that they would help with the RFP process, which when we tried to do this ourselves or have SMG do it, it is really cumbersome. Every time that we do it, we feel like we are reinventing the wheel, because there are components that have to stay and there is not one dedicated person to write RFPs. Having them on board to do that is very much worth it.

Chairwoman Cupinski would like to get approval from the Board to proceed with this project. The company's name is Provident Energy Consulting and Chairwoman Cupinski would like to ask permission to bring them on board to look at the lighting projects to see where they could help us. They had mentioned knowing some electrical engineers. We would not begin the project without the Board's approval, but we need to find out exactly where we are at. We have 40 some poles out there and if we go to LED, we may not need 40 poles. So that is what they are going to help us come up with.

At this time Chairwoman Cupinski asked the Board to allow the Buildings and Grounds Committee to proceed with Provident Energy Consulting to help us get started on the lighting project.

Tony Ryba made the motion to have Provident Energy Consulting help us get started on the lighting project and the motion was seconded by Carmen Ambrosino.

Chairwoman Cupinski asked if there was any further discussion and there was none.

ON THE QUESTION: All those in favor of the motion to have Provident Energy Consulting help get us started on the lighting project signified by saying "AYE". **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

Chairwoman Cupinski thanked everyone.

Tony Ryba had nothing further to report.

FINANCE COMMITTEE:

Tom Woods reported that the kitchen is in dire need of a flat top grill and that the cost of that is about \$6,000.00. He has been informed by Carrie Grantuskas that we are going to get a few bids for that and possibly have them for the next meeting. Carrie stated that we were hoping to get approval to spend not to exceed \$6,000.00.

Tony Ryba made the motion to ask for approval to spend not to exceed \$6,000.00 on a flat top grill and it was seconded by Peter Biscontini.

Chairwoman Cupinski asked if there was any discussion and Carrie added that they found out that there was an 18-week lead time so they were planning to not ask for it until the fall but we are going to need it in place by then.

Frank Orloski Jr asked what we cook on that grill. Carrie replied that all of the catering for suites and backstage catering is done on that grill which is in our main kitchen. Frank asked if the catering products came from the food service suppliers and Carrie replied that they did. Frank suggested that someone ask the food service suppliers to supply one and added that it is not uncommon. Carrie replied that they would definitely do that. Frank added that they might have a source to get one at a better price.

Chairwoman Cupinski asked if there was any other discussion and there was not.

ON THE QUESTION: All those in favor of the motion to ask for approval to spend not to exceed \$6,000.00 on a flat top grill signified by saying "AYE". **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

Chairwoman Cupinski thanked everyone.

LAND DEVELOPMENT COMMITTEE (ad-hoc):

Carmen Ambrosino had nothing new to report. Chairwoman Cupinski stated that we are waiting for them to counter sign the agreement and we have not gotten that yet. Tom Woods asked if there was anything on the (traffic) light and there was nothing.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Carrie Grantuskas stated that the insurance renewals will be coming up soon. She just got the application from Joyce Insurance for the professional liability and she will be talking with Assured Partners for the property insurance. We usually won't get hard numbers until July but the Authority uses Joyce Insurance as the broker for the professional liability and Assured Partners as the broker for the property policy. They will both be reaching out to get quotes for that.

GOOD OF THE ORDER:

Chairwoman Cupinski reminded everyone that the Statements of Financial Interest are due. Carrie Grantuskas will check to see whose statements she has.

Chairman Cupinski stated that she took on a part-time job at Edward's Garden Center; she is still running her printing shop but only in the afternoons. She will not be able to answer her phone in the morning, but if it is an emergency, please call her. Afternoons at her office are best. She thanked everyone for their understanding.

Guillermo Lara passed out invitations to Cinco de Mayo celebration in Hazleton. Everyone is welcome. It is the first time that they are celebrating Cinco de Mayo.

Chairwoman Cupinski wished all those who celebrate a very Happy Easter.

ADJOURNMENT:

Chairwoman Cupinski asked for a motion to adjourn the meeting at 12:56PM.

The motion to adjourn the meeting at 12:56PM was made by Tom Woods and seconded by Guillermo Lara.

ON THE QUESTION: All those in favor of the motion to adjourn the meeting signified by saying "AYE". **OPPOSED:** No one opposed the motion. **ABSTAIN:** No one abstained.

The motion carries.

Chairwoman Cupinski thanked everyone and stated that the next meeting is on May 11, 2022.

APPROVED:

Mr. Carmen Ambrosino, Secretary