

Capital Region Council of Governments Board of Delegates Meeting  
Hampden Township Building, Room 202  
Monday November 16, 2015 7:00 pm

MINUTES

**DELEGATES IN ATTENDANCE:**

Derry Township, Tom Clark	Harrisburg City, Hillary Greene	Middle Paxton Township, Jim Fisher
Dillsburg Borough, Mark Ryder	Highspire Borough, Terry Watts	Monroe Township, Mike Pykosh
East Hanover Township, Ron Reeder	Lemoyne Borough, David Beasley	Paxtang Borough, Denny Beaver
East Pennsboro Township, John Kuntzelman	Londonderry Township, Anna Dale	Swatara Township, Ed Trozell
Fairview Township, Robert Stanley	Lower Allen Township, Rick Schin	Upper Allen Township, Ken Martin
Hampden Township, Nate Silcox	Lower Paxton Township, Robin Lindsey	

**NON-VOTING IN ATTENDANCE:**

Jerry Ozog, MPA, EFO, Glatfelter Insurance Group	Ann Simonetti, CapCOG Exec Director
and Hampden Township Assistant Fire Chief	Frances Myers, CapCOG Admin Asst
Representative Sheryl Delozier	
Commissioner Jim Hertzler	

**MUNICIPALITIES NOT IN ATTENDANCE:**

Camp Hill Borough	Hummelstown Borough	North Middleton Township	South Middleton Township
Conewago Township	Lower Swatara Township	Penbrook Borough	Steelton Borough
Carlisle Borough	Mechanicsburg Borough	Royalton Borough	Susquehanna Township
Carroll Township	Middletown Borough	Shiremanstown Borough	West Hanover Township
Dauphin Borough	Monaghan Township	Silver Spring Township	Wormleysburg Borough
Goldsboro Borough	New Cumberland Borough	South Hanover Township	

President Nate Silcox called the meeting to order and led the pledge to the flag.

Round table introductions were made.

**Presentations:**

Representative Sheryl Delozier provided a legislative update including

- An update of the current issues being worked out in the latest draft of the state budget
- Concerns about the vetting process for Syrian refugees coming to Pennsylvania

Jerry Ozog, MPA, EFO, Glatfelter Insurance Group and Hampden Township Assistant Fire Chief, presented some possible ways for local municipalities to address the decrease in volunteer firefighters and its impact on response time and meeting the needs of the community. This included supplementing the volunteers with paid staff. He cited several other communities in PA, Wisconsin and Minnesota who have successfully implemented these strategies.

**Executive Director's Report** by Ann Simonetti was distributed at the meeting. Simonetti mentioned that United Water has now become SUEZ, but there will be no change in services. She also highlighted that she has worked with Morton Salt to create a communications process to help eliminate the issues from last year.

**Consent Agenda** Silcox asked for edits to any consent agenda items. Hearing none, adoption of October 19, 2015 minutes and the October 2015 Treasurer's reports was made on motion by Fisher, seconded by Schin, and passed unanimously.

**Old Business:**

The update on CBPRP and the Pennoni Contract – Simonetti mentioned that we are waiting for Municipal Agreements from Hampden Township and East Pennsboro Township. Hampden's Stormwater Authority is meeting November 17; Kuntzelman noted that East Pennsboro will be meeting on Friday, November 20

Update on Building Codes Program – See Executive Directors written report.

**New Business:**

2016 CapCOG Budget – Silcox asked for edits to the draft 2016 budget. Hearing none, adoption of the CapCOG 2016 Budget was made on motion by Beaver, seconded by Reeder, and passed unanimously.

Cancelling of the December 21, BOD Meeting was made on motion by Schin, seconded by Fisher and passed unanimously.

Continuing CapCOG effort to address issues facing volunteer fire companies. CapCOG has prepared a survey to be sent to all members to assess interest in more joint efforts. A draft of the survey and Ozog's presentation will be sent to CapCOG Delegates and Alternates for their input. After a short window for comments, the survey will be finalized and sent out in early December.

Martin stated that this was an excellent idea. Fisher mentioned that Dauphin County Gaming Commission uses a recent survey or apparatus when deciding how to award grants and suggested that Simonetti contact Skip Memmi. Troxell liked the idea of CapCOG taking the lead, since it will be less "political".

**County and Planning Commission Reports** *(reports are sent via email to the municipalities in that county)*

Cumberland County – Cory Adams – presented by Jim Hertzler

Dauphin County – Anna Dale – no report

York County – Mark Ryder – York will have a \$16 million deficit due to the mandatory 911 system

**Committee Reports:**

-Chesapeake Bay/Stormwater MS4 – Simonetti - Next meeting is December 3 & 4

-Legislative Update – presented by Nate Silcox and distributed

-PACOG – Ron Reeder – No report

-Appeals/Act 45 – Terry Watts, no files pending

**For the good of the order:**

Please rsvp for the January 18, 2016 Annual Dinner and Reorganization Meeting

Recording Secretary  
Frances Myers

## Capital Region Council of Governments - Board of Delegates Meeting

Monday, November 16, 2015 7:00 pm

### Executive Director's Report, Ann Simonetti

**2016 CapCOG Annual Dinner** – January 18, 2016 at the West Shore Country Club, Keynote Speaker, Captain Rudy Geisler, Commander of the Naval Support Activity Mechanicsburg. Currently have \$5,500 in sponsorship

**Joint Bidding** - Bid materials for the January bid cycle are being compiled. The following categories will be bid:

- In-Place and or Joint & Crack Seal Projects
- Chemicals – Waste Water & Pool
- Construction Materials
- Fleet Vehicles and Materials
- Landscape/Park/Golf Course Materials, Chemicals & Services,
- Line Painting – Materials & Services
- Office Supplies & Services
- Police Department Supplies
- Road Materials and Equipment Rental
- Traffic Signs, Posts, and Control Devices
- Waste Water & Stormwater Products

**Building Codes Program** - October 5, met with Rick Vilello, Executive Dir., Governors Center for Local Government Services. The state can conduct the cost analysis and assist us in getting the department operational. A compilation is underway of the statistics requested. A Municipal Assistance Program grant in the amount of \$25,000-\$35,000 will be submitted. Although the grant has a 50/50 match, Rick said to list the time already spent and anticipated to be spent as in-kind services. He further said that the state has the authority to waive the match component in some instances. Rick set up a third-party agency as a sole proprietor. He is passionate about helping CapCOG in this endeavor.

### Stormwater Program

Chesapeake Bay Pollutant Reduction Plan Work Group Currently awaiting the Intergovernmental Cooperation Agreements from the members. The cost per participant has been negotiated to \$10,000 per municipality.

### Stormwater Training

	Date	Location	Presenter	# Att
Safety First - Municipal operation safety	Dec 8	Rettew, Mechanicsburg	Kelly Kramer, Sr. Health and Safety Consultant, RETTEW's Safety	
MS4 Data Collection and Documentation	Nov 19	Fairview Township	Veronica Chavez, Pretreatment Permit & Compliance Manager, City of York	32 reg
BMP Maintenance and Inspections	Oct 21	Silver Spring	Bob Christoff, Assist. District Mgr Dauphin County Conservation District	36

MS4 BMP Manuals & Templates – Created by Mike LaSala, LIMC, CapCOG sold 29 @ \$25

### Other Member Services

Public Safety/Volunteer Fire Company Survey CapCOG, on behalf of its members, has been asked to enlist the help of a consultant to review the current systems and inventory and to see if there are any areas where joint efforts would be beneficial. A survey is being drafted and will be sent out in the next few weeks.

### Trainings

	Date	Location	Presenter	Att
The Fair Labor Standards Act (FLSA)	Oct 29	Hampden Township	Bob Wallace and Bill Irwin, Wallace Group	11

Job Postings – in 2015 have posted 33 listings on the CapCOG website and also sent emails to members advertising job openings

### Other Meetings:

- Oct 1 Cumberland County Association of Township Officials
- Oct 6 Governors Center for Local Government Services
- Oct 7 Met ACB regarding CBPRP grant
- Oct 8 Lebanon County Assoc of Township Officials
- Oct 14 Local Government Committee of Hbg Chamber
- Oct 14 MS4 Work Group meeting
- Oct 16 7 17 PSAB conference