

CapCOG Board of Delegates

Monday, June 20, 2022 - 7:00 PM

**DELEGATES IN ATTENDANCE:**

|  |  |  |
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| Camp Hill Borough - Bonnie Bentz  East Pennsboro Township, Terry  Watts  Highspire Borough, Mark Stonbraker  Hummelstown Borough, Dee  VanGavree  Lemoyne Borough, Kasha Griva  Lower Paxton Township, Norm  Zoumas | Middle Paxton Township, Jim Fisher  Newberry Township, Dave Kirkpatrick  North Middleton Township, James Hare  Royalton Borough, Terry Watts  Silver Spring Township, David Lenker  South Hanover Township, Nora Blair  Susquehanna Township, Tom Pyne | Upper Allen Township, Ken Martin  Wormleysburg Borough, Margie Stuski and Sue Stuart |

**MUNICIPALITIES NOT IN ATTENDANCE:**

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| Annville Township  Carlisle Borough  Carroll Township  Conewago Township  Dauphin Borough  Derry Township  Dillsburg Borough  East Hanover Township  Fairview Township  Goldsboro Borough | Hampden Township  Harrisburg City Londonderry Township  Lower Allen Township  Lower Swatara Township  Marysville Borough  Mechanicsburg Borough  Middletown Borough  Monaghan Township  Monroe Township | New Cumberland Borough Paxtang Borough  Penbrook Borough  Shiremanstown Borough  South Middleton Township  Steelton Borough  Swatara Township  West Hanover Township |

**NON-VOTING IN ATTENDANCE:**

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| Vince DiFilippo, Cumberland County  Bruce Hulshizer, HRG, Inc.  David Kratzer, Keystone Municipal Solutions  Paul Cornell, Keystone Municipal Solutions | CapCOG STAFF  Gary Myers, Executive Director  Rhonda Campbell, Administrative Assistant |

The meeting was called to order at 7:08 PM by

The Pledge of Allegiance was recited.

Roundtable introductions were made.

**Presenters**

Bruce Hulshizer, HRG, Inc., Capital Improvement Planning

* Capital improvements for stormwater are relatively new.
* Stormwater used to be under the general fund for most municipalities.
* Many municipalities have now established stormwater utilities.
* Most communities had been reactive to problems.
* Municipalities would apply for grants and if they received funding, then stormwater projects would be carried out. Were seen as primary funding for stormwater rather than a compliment to existing budget.
* Need to assess system to know where the problems are that can't be seen. Estimate $5/foot to get a camera underground to inspect pipes.
* Developing a capital improvement plan requires financial resources. It facilitates consensus on projects because they were part of the plan.
* If you can prioritize, you can do projects more cost effectively.
* You can minimize failures and disruption.
* Helps you to prepare for grants when they become available.
* Gary Painter - Hasn't the township you showed on last slide grown significantly? Is that why they did the plan? Hulshizer - it's mainly because they have a fee and now can fund it.
* Jim Fisher - Is Dauphin County pursuing county-wide program? Hulshizer - not well versed in the project. Some communities like Steelton are hard pressed to do improvements.

Dave Kratzer and Paul Cornell, Keystone Municipal Solutions (KMS)

* KMS is an ancillary business of McNees , Wallace and Nurik.
* Kratzer and Cornell were both municipal managers in CapCOG member municipalities.
* KMS is a relatively young company formed in 2020.
* Team of professionals with direct experience managing PA municipalities and authorities.
* Based in Harrisburg region, but reach is throughout commonwealth of PA.
* Core services: Interim management, executive recruitment, PA DCED Strategic Management Planning Program consulting services, Act 47 Recovery team consulting services, Staff training and development, Special project assistance, police consulting, Shared services/regionalization consulting, ARPA consulting services.
* KMS' expertise and experience, our relationships, our team approach, and our flexibility differentiate us.
* Scope and price are tailored to individual client's needs.
* Fisher - How do you firewall to avoid a conflict of interest if McNees is litigating a case against a municipality? Kratzer - I've only been working with KMS for a short time, but McNees does a good job with conflicts. There is a process to ensure there are no conflicts of interest.
* Fisher - I bookmarked KMS because I don't know of any firm like KMS. Currently we are litigating a case that involves a McNees attorney. At some point, maybe KMS should be a stand alone. I think you have a great product, you seem to be the "go to" firm. However, I definitely see conflict of interest as a potential concern.
* Margie Stuski - McNees is using litigation standards for conflict of interest. Do you see who is on our boards or take cases against our council members? Seems a little deceptive to think you can go along and take certain business clients and then go after council members. Kratzer - I appreciate your comments and will continue to explore. We've been able to manage it so far and keep it separate.
* Norm Zoumas - A quick endorsement for Paul Cornell. I have had a lot of dealings with him in past working relationship and he was always professional and helpful.
* Gary Myers - The list of people who are consultants with KMS are the best of the best of municipal management. Great product.

**Consent Agenda**

May 2022 Minutes and Treasurer's Report were reviewed. Motion to approve - Stuski motioned. James Hare seconded. Unanimously approved.

**Executive Director's Report**

* **Stormwater** 
  + Roundtable - May 24, 2022
    - 15 MS4 Coordinators Attended
    - Great discussion - fees, government entities; uniform fee
    - Next steps
      * set up meetings with government Reps from PennDOT, Turnpike and perhaps Norfolk Southern, project partnerships
      * Creating a resource library on CapCOG website of polices, feels, partnerships, etc.
  + Stormwater Work Group
    - Meeting on June 14 with Becky Davis (LA) and Madison Smith (Susq.)
    - Create a small work group to focus on coordinating assistance/training/resources for MS4 Coordinators
    - Trainings: public safety training sponsored by CapCOG with MS4 Coordinators taking lead in presentations; confined space training for public works; in-house infrastructure project training - pipe replacements, elevation, etc.
    - Help with interdepartmental cooperation
    - Resident Communication and understanding
* **Auction - Wed. July 20, 2022**
  + Starts at 9 AM
  + Fair Oaks School, Carlisle (South Middleton Township)
  + BAHZ Auctioneer - Same as last year
  + Forms were sent May 19 to managers and public works
  + Forms were due June 7
  + 15 members participating (18 last year)
* **PSATS Flagger Training - June 2022**
  + June 14, 2022
  + 19 attendees
  + Since December 2021 - 64 participants in 4 training sessions
* **Picnic and Golf Tournament**
  + September 19, 2022
  + Armitage Golf Course & Caddyshack Restaurant
  + Sponsorships - $12,525.00
* **August 2022 Meeting**
  + Normally no meeting is held in August. Terry Watts motioned to cancel the August 2022 meeting. Gary Painter seconded. Unanimously approved.

**County Reports**

***Cumberland County - Vince DiFilippo***

* Last wed BOC unanimously approved new ordinance 7/6 - property tax credit for voluntary ff and EMS countywide. Credit of up to $250.
* ARPA Grant applications extended to July 1.
* County has retained AAA bond rating. 1 of 5 counties in PA.

*Dauphin County - Provided by Doug Brown; read by Rhonda Campbell*

* Dauphin County Cultural Festival will be held on August 20th, 3-10PM on City Island. Everyone is welcome. It is a free concert with multi-cultural local performers and national headlining acts. This year’s headliner is R&B act Dru Hill.
* We are still taking pre-applications for the current Gaming Grant cycle. Contact Brooke in our office to schedule a meeting by August 1st.
* Dauphin County Conservation District hosting a FREE Field Day at 2066 Colebrook Road on July 20th. It is a farm tour that includes showing Best Management Practices for reducing agricultural runoff that adds to stream pollution. Contact the Dauphin County Conservation District to register.
* Commissioners recently held a Multicultural Small Business Lab in partnership with M&T Bank and Harrisburg University. It was a six-week course for minority and female entrepreneurs that culminated in the Commissioners providing grants to three winning minority entrepreneurs who made “Shark Tank” style pitches for their businesses.

*York County - No Report*

*Legislative Update - No Report*

*PaCOG Update - Gary Myers*

* Nothing to Report

*UCC Update - Terry Watts*

* Dauphin Borough - A church put an addition on which ended up being too close to plot line. Violates the fire distance. Hearing case on 6/28/22 at 5 PM at Hampden Township.

**SAFER Update - Ken Martin**

* No public safety committee meeting.
* We are pleased with participation from grant participants.
* Scott Ryno and marketing firm are doing a great job.

**Good of the order**

***Meeting Attendance***

* James Hare -We need to get more delegates to attend meetings.
* Myers - we get great participation in our programs but meeting attendance is a problem. The third Monday of the month was selected because it has fewest conflicts with other municipal meetings.
* Kasha Griva - Have you thought about doing hybrid meetings?
* Myers - we did but didn't have a good response.
* David Lenker - Hybrid meetings don't work well. In person is the best way.
* Martin - I'm a member of a statewide board and it works moderately successful if you have a good moderator.
* Griva has hybrid meetings in Lemoyne and it works but only with the moderator.
* Nora Blair - I had been wondering if we could do zoom meetings for meetings with no speakers. For me, I drive 35 minutes for a 20 minute meeting.
* Rhonda Campbell - We always have at least one speaker. In my six years with CapCOG, I've never been to Board meeting with no speaker.
* Lenker - it is chronic absenteeism. Same members don't attend over and over.
* Martin - Maybe some commissioners don't realize no one is coming.
* Dee VanGavree - Hummelstown Borough would be welcome to host meetings. Or have someone attend a council meeting and talk about the benefits of attending COG meetings.
* Martin - a good suggestion. Would be more work for Myers and Campbell.
* Myers shared that he and Campbell have attended municipal meetings and are always available.
* Golf Tournament and Picnic is better attended than the monthly meeting.
* Myers and Campbell will discuss further and reach out to members to encourage them to attend meetings.

Meeting was adjourned at 8:28 PM. Hare motioned. Watts seconded. Unanimously approved.