

CapCOG Board of Delegates

Monday, November 15, 2021 - 7:00 PM

**DELEGATES IN ATTENDANCE:**

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| Camp Hill Borough, Bonnie BentzConewago Township, Gary PainterEast Pennsboro Township, Terry  WattsHampden Township, Al BienstockHighspire Borough,Mark StonebrakerLondonderry Township, Anna Dale | Lower Allen Township, Rick SchinLower Paxton Township, Robin Lindsey Middle Paxton Township, Jim FisherRoyalton Borough, Terry WattsSouth Middleton Township, Cory Adams | Susquehanna Township, Tom PyneUpper Allen Township, Ken MartinWormleysburg Borough, Margie Stuski |

**MUNICIPALITIES NOT IN ATTENDANCE:**

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| Annville TownshipCarlisle BoroughCarroll TownshipDauphin BoroughDerry Township Dillsburg BoroughEast Hanover TownshipFairview Township Highspire Borough, Mark StonbrakerLemoyne Borough, Sue Yenchko | Goldsboro Borough Harrisburg CityHummelstown BoroughLower Swatara TownshipMarysville BoroughMechanicsburg BoroughMiddletown Borough Monaghan Township, Carl RuhlMonroe Township, Carl Kuhl New Cumberland Borough, Rob Kline | North Middleton TownshipPaxtang Borough Penbrook Borough Shiremanstown Borough Silver Spring Township, Harry KotzmoyerSouth Hanover Township, Steve  Cordaro Steelton BoroughSwatara TownshipWest Hanover, Tom Stewart |

**NON-VOTING IN ATTENDANCE:**

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| Vince DiFilippo, Cumberland CountyRobert Shively, Cumberland County Public SafetyBrian Hamilton, Cumberland County Public SafetyScott Ryno, Keystone Community Services(SAFER Grant Administrator) | CapCOG STAFFGary Myers, Executive DirectorRhonda Campbell, Administrative Assistant |

The meeting was called to order at 7:13 p.m. by President Cory Adams.

Cory Adams led the Pledge of Allegiance.

Roundtable introductions were made.

**Presenters**

Robert Shively and Brian Hamilton, Cumberland County Public Safety, Radio Conversion

* Hamilton presented a power point (copy included with these minutes).
* Once the new towers are up and the radio systems are installed they will move what they can reuse from the old towers. Then they will then remove the old tower and return the property to its natural state.
* Radio Advisory Board started three years ago; 2020 was a lost year due to Covid, in 2021 efforts ramped back up.
	+ In 2021, July 14 they held a Radio Exhibit and invited Motorola and L3Harris to the exhibit since they are going to be permitted on the radio system. The event was well received and attended. Plan to do another one or two in the future.
	+ Developed a questionnaire for the Board to complete and rate each vendor. Options were to go sole source or do a regional system and partner with others radio systems.
	+ An additional survey went to agencies to get their input as to quantities, make/model they may want to purchase. Just gives RAB an idea as to preferences.
* Paging - Fire paging system is dated; works fine but parts to replace are almost unattainable. Currently use VHS-low 46.06 frequency; you can't get that frequency now. Technology has moved forward. This is what drove replacing paging system. It made sense to do at the same time as radio. EMS uses UHF 450 MHz system and it is working well and parts are available. At some point, we'd like all on same paging platform, but for now we are focusing on the fire companies.
* Some options:
	+ Project 25 paging - that's the radio system as well. They have a paging system built in. Voice dispatch systems.
	+ Alpha-numeric paging - digital pager.
	+ UHF two-tone voice similar to what EMS is using. Would need to be integrated with radio system.
* Radio Advisory Board presented on October 6, 2021 to the Cumberland County Board of Commissioners' Finance meeting.
	+ Recommended entering into discussions to contract with Motorola System.
	+ Commissioners gave permission to enter into contract discussions with Motorola. The hope is to finish discussions by the end of the year.
* Motorola progress to date:
	+ Site locations and radio coverage
	+ Logistics of outfitting sites; need air conditioned building for some of the equipment
	+ Goal is 3Q 2023 transition to the new radio system
* Hope to take advantage of some grants to help our first responders make the transition to the new systems.
* List pricing ranges from $5K to $10K. Agencies can figure an approximate 25% discount pricing from state contract pricing alone.
* Some radios must be replaced (m803 series) because they are not P25 compatible. P72 models are P25 compatible; end of life 2015. Difficult to repair due to lack of parts; they should be replaced.
* Margie Stuski - is there any problems communicating if another county if they have a different radio? Hamilton - No, the P25 brings a common base so no issue with a Motorola radio working on a Harris system. There will always be subtle differences.
* Ken Martin - Do you anticipate any lag due to supply chain issues? Hamilton - We don't know; but most of equipment is off the shelf and Motorola has not indicated any concerns. They are compiling the list of equipment currently so we may know more shortly.
* Al Bienstock - Grants? The Feds have distributed a lot of money recently; has any exploration been done if the Covid money could be used and if the radios would qualify for that money? Hamilton - We are going to be looking at all options; and considering a grant writer to help get grant money. Franklin County was successful in acquiring a grant through a fire company for the whole county and able to get $1.2 million to put toward the radios in Franklin County (pre-Covid).

Scott Ryno - SAFER Grant Program Manager

* Shared information on radio grants since he's working on grants for them with fire companies. In order to get grant funding under Feds for pagers - they must be P25 (same as the radio) compliant.
* A lot of money out there but make sure you understand the requirements.
* SAFER Grant update:
	+ 37 years in fire/ems; fire chief 20 years; majority of it in volunteer positions. Career Battalion chief part time, currently.
	+ Lives in Columbia Borough (6 years on Council)
	+ Been involved in FEMA grants for 20 years; applied with his fire company when they began.
	+ CapCOG was awarded a $2.2 M safer grant with 21 fire companies for Recruitment and Retention of volunteer fire companies
	+ This award for one area is huge; not normally awarded for Recruitment and Retention; normally grants this large are for hiring.
	+ Zero percent match - CapCOG and fire departments do not have to contribute.
	+ 11 different program categories that money can be used for. (RHONDA - LIST THEM).
		- $551,250/year over four years.
			* 50,000 tuition
			* 50,000 nominal stipend
			* 14,750 advanced FF training
			* 58,000 basic FF training
			* 45,000 contracted position (grant/program manager)
			* 125,000 Structural PPE (FEMA full set: helmet, coat, pants, boots, suspenders, FF gloves, eyewear) for new members.
			* Some categories have to go hand-in-hand. If we want to draw down on structural PPE, you have to show matching NFPA 1582 physicals for new members who will wear gear. Gear will not be approved without proof of physical.
			* 80,000 life insurance
			* 12,500 print marketing
			* 39,500 media marketing (TV, billboards, etc.)
			* 24,000 marketing firm (miscellaneous marketing category; marketing meetings, planning, camera crew, etc.)
			* 52,500 NFPA 1582 physicals
	+ We are getting ready to meet with individual fire companies to get started.
	+ Grant was accepted; the four-year period kicks off 11/29 due to three month implementation period from time of acceptance.
	+ Working on press conference in December at HACC Fire Training Center. Fire companies, local/state/federal elected officials invited.
	+ If we do a great job with this grant, it increases our chances to get a second one in four years.

**Consent Agenda**

* The October 2021 Minutes and Treasurer’s Report were reviewed.
	+ Jim Fisher noted a correction. Tom Pyne is not listed as being in attendance at the October meeting but he was there.
	+ Martin motioned to approve with correction. Bienstock seconded. Unanimously approved.

**Executive Director’s Report/Old Business**

2021 MS4 Ad

* 38 participants (32 in 2020)
	+ 3 members waivered; Harrisburg City has different requirements
* Ran Thursday, October 14, 2021
* Copy was provided in the Board package
* Proof of Publication was emailed to all Public Works professionals on our email list and to all Managers.

2021 Salt Bids

* Contract with Eastern Salt was executed.
* Contract period started 11/1/21

2022 UCC Dues

* Invoices were sent two weeks ago.
* $10 increase across the board
* 34 members participate

2022 Annual Dinner

* Monday, January 17, 2022
* The Central Hotel and Conference Center (Union Deposit)

New Associate Member

* East Pennsboro School District

New Potential Member

* Greene Township in Franklin County

2022-23 Joint Bids

* Rhonda will be sending the forms out in December.

December 2021 Meeting

* Motion to cancel the December meeting was made by Margie Stuski motioned. Rick Schin seconded. Unanimously approved.

Myers closed by acknowledging Rick Schin, Lower Allen Township Delegate. Myers said that Schin has been a committed participant in CapCOG. Myers shared, " He's taught me some things and I've learned a lot from Rick. We appreciate everything you've done over the past 20 years. We appreciate you."

Schin shared that this is a great group to be a part of. He was Chair of the West Shore Cog. Typically these are highly successful, high energy people and sometimes it makes it difficult to get things done. That isn't the case with this group. This group is so unique and my honor to be part of it.

**New Business**

**County and Planning Commission Reports**

**Cumberland County** –Vince DiFilippo

* County 2022 budget is on display and county property taxes will remain as they are. No property tax increases in eight years.
* Cumberland County awarded $49M for ARP funding; getting a lot of questions/requests as to when distributing money. Close to breaking down the disbursements.
* Cumberland County is one of four counties being considered by PA Dairyman's Association for an agricultural discovery center. It will be a learning center about PA Agriculture.

**Dauphin County** – No update.

**York County** – No update.

**Legislative Update**— Nate provided an email which is included with the minutes.

**PACOG** –Myers participated in a PACOG meeting last week via ZOOM.

**UCC, Appeals/Act 45** – Terry Watts reported there were no updates.

**Public Safety Committee**—No updates.

**2022 CapCOG Budget**

President Cory Adams called an Executive Session to discuss the budget.

 Myers and Rhonda Campbell were excused.

 Following the Executive Session the public meeting reconvened. Purpose of the Executive Session was to discuss matters of personnel. Martin reported the following changes to the draft budget.

Revenue

* Raise Municipal Member Dues to $1700/year
* Raise Associate Member Dues to $200/year
* Change membership fee for Western Cumberland COG (15 members in WCCOG) from an Associate Member at $150 to a COG membership at a rate of $2000 which will cover their 15 members. Their members can participate in salt bids (as they do now) and will now be able to participate in the Auction as part of their membership.

Expenses

* Executive Director's Salary was raised to $45,000.
* Administrative Assistant's salary was raised to $35,000.

Martin motioned to pass the 2022 budget as amended. Anna Dale seconded. Unanimously approved.

**Adjourn**

Schin motioned to adjourn. Dale seconded. Unanimously approved. Meeting was adjourned at 8:37 PM