

Capital Region Council of Governments Board of Delegates Meeting  
Hampden Township Building, Room 202  
Monday, May 16, 2016 7:00 pm

MINUTES

**DELEGATES IN ATTENDANCE:**

Camp Hill Borough, Pat Dennis	Lower Allen Township, Jack Simpson	North Middleton Township, James Hare
Dauphin Borough, Trudy Koppenhaver	Lower Paxton Township, Bill Seeds	Royalton Borough, Terry Watts
Dillsburg Borough, Mark Ryder	Mechanicsburg Borough, John Anthony	Susquehanna Township, Tom Pyne
East Pennsboro Township, Paul Hartman	Middle Paxton Township, Jim Fisher	Swatara Township, Tom Connolly
Hampden Township, Nate Silcox	Monaghan Township, Vicki Aycok	Upper Allen Township, Paul Rigney
Highspire Borough, Terry Watts	Monroe Township, Carl Kuhl	West Hanover Township, Tom Stewart
Lemoyne Borough, David Beasley	New Cumberland Borough, Robert Kline	Wormleysburg Borough, Margie Stuski
Londonderry Township, Anna Dale		

**NON-VOTING IN ATTENDANCE:**

Mechanicsburg Borough Alternate, Kyle Miller	CapCOG Exec Director Ann Simonetti
Wormleysburg Borough Alternate, Sue Stuart	CapCOG Administrative Assistant Frances Myers
Commissioner Jim Hertzler	Gary Myers
Jonathan Bowser, CAEDC	Rhonda Campbell

**MUNICIPALITIES NOT IN ATTENDANCE:**

Carlisle Borough	Goldsboro Borough	Penbrook Borough
Carroll Township	Harrisburg City	Shiremanstown Borough
Conewago Township	Hummelstown Borough	Silver Spring Township
Derry Township	Lower Swatara Township	South Hanover Township
East Hanover Township	Middletown Borough	South Middleton Township
Fairview Township	Paxtang Borough	Steelton Borough

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

Round table introductions were made.

**Consent Agenda** Silcox asked for edits to any consent agenda items. Two changes were noted for the April Minutes:

1. Under Committee Reports/Legislative Update: change established to establishing.
2. Under Committee Reports/PACOG: Ann Simonetti reported, not John Kuntzelman.

Silcox asked for a motion to approve the May 2016 Minutes. Moved by Terry Watts, seconded by Jim Hare and passed unanimously. Silcox then requested a motion to approve the Treasurers Report. Moved by Watts, seconded by Hare and passed unanimously.

**Presentation:** Jonathan Bowser, President of the Cumberland Area Economic Development Corporation (CAEDC) provided an update on CAEDC's activities, progress, and plans. Cumberland is the fastest growing county in Pennsylvania; Bowser highlighted several recent economic development projects. Bowser also shared CAEDC's 2016 target markets, Philadelphia and DC, stated tourism and economic developments are focus areas, and, showed images from their new marketing campaign.

Representative Mike Regan addressed the Board. He shared legislative updates and discussed legislative focus areas for the future. He confirmed that the Statute of Limitations for civil and criminal cases has been removed.

## Executive Director's Report

A written report was distributed. Simonetti further provided an update on CapCOG's efforts to:

- Change of services offered by Hampden Township regarding payroll and insurance services. Currently, Hampden Township processes CapCOG payroll and lists full-time CapCOG employee on major medical insurance. Due to the Affordable Care Act and implications of considering CapCOG employees as part of Hampden's payroll, the CapCOG will need to handle its own payroll beginning January 1, 2017. A searched for a payroll processing firm resulted in ADP as the best option for consideration. Jim Fisher suggested we reach out to PACOG to see if they have recommendations.
- MS4 Coordinator program – offer audits, overall program review, annual program review, Public Education and Outreach Plan Review and/or preparation of mandatory Plan, assistance with PEOP, assistance with Public Education and Involvement Requirements
- ACB was awarded a GGII grant for \$200,000 to offer technical assistance to CapCOG members. To be used in Cumberland County for the Letort Group and in Dauphin County for the Conewago Creek Initiative. Target audience begins with elected officials. EFC, Center for Watershed Protection, DEP and other agencies will offer presentations.
- DEP offering one-day 8-5 workshop sharing update of PAG18. Will host in our region after July 11. Notice will be sent to all members when the date and site are confirmed.
- Firefighters Forum planned for August 15 from 6-9 at HACC, North Hall, Room 205 – target audience is Fire Chiefs, EMS and EMCs and elected officials. Sponsorship of \$250 pledged by Provident Benefits.
- Building Code Letters of Intent – 23 received – will be compiled and sent to DCED this week.
- Bike to Work Week began today, May 16, and ends with Bike to Work Day on Friday, May 20

## Old Business:

Two resolutions were discussed.

- Transportation: Median barriers to prevent cross-over traffic accidents . Bill Seeds made a motion to approve. Paul Hartman seconded. Motion unanimously passed.
- Redistricting Reform: Bill Seeds made a motion to approve. John Anthony seconded. Motion passed by majority. Pynes abstained.

## New Business:

Simonetti discussed the concept of an MS4 Coordinator Program. In response to several requests from municipalities, CapCOG is considering providing professional assistance related to the Municipal Separate Storm Sewer (MS4) program. There appears to be a need by members for assistance with identifying, implementing, and maintaining Best Management Practices (BMP) compliance. A program overview is attached. Simonetti asked for feedback from attendees.

- There were questions about the cost to municipalities. No cost has been determined yet as this is in a discussion phase.
- CapCOG is not endorsing any particular engineering firm because the Coordinator could be a staff member of CapCOG or hired as a contractor.
- Some municipalities have their own staff to handle this and, therefore, do not see the value of the program.

Simonetti will share the Board's feedback with the ad hoc committee working on this initiative.

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

-Cumberland County – Commissioner Hertzler expounded on numerous actions taken by the commissioners.

-Dauphin County – Anna Dale – no report

-York County – Mark Ryder – York has a new VA director, Terry Gendron; he will start June 1. Wayne Harper is retiring from Highway Safety after 30 years. Our nursing home task force (charged with figuring out if we should sell the site, etc.) met for the first time last week.

**Committee Reports:**

- Chesapeake Bay/Stormwater MS4 – Simonetti - No Report. The next meeting is June 9-10.
- Legislative Update – Silcox – Distributed a written report.
- PACOG – John Kuntzelman - Rather than holding its own conference, PACOG will hold a conference in conjunction with PSAB.
- Public Safety Committee – Bill Seeds - No meeting in May. Next meeting will be 6 pm, June 20 prior to the CapCOG Board meeting.
- UCC Appeals/Act 45 – Terry Watts - no filings submitted

**For the good of the order:** Lower Allen Township received the Governor’s Award for Responding to Adversity on Local Government Day.

The meeting was adjourned on motion by Mark Ryder, seconded by Paul Hartman and passed unanimously.

The next meeting will be held on Monday, June 20.

Recording Secretary,  
Rhonda Campbell