

CapCOG Board of Delegates

Monday, June 20, 2022 - 7:00 PM

**DELEGATES IN ATTENDANCE:**

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| Camp Hill Borough - Bonnie BentzEast Pennsboro Township, Terry  WattsHighspire Borough, Mark StonbrakerHummelstown Borough, Dee  VanGavreeLemoyne Borough, Kasha GrivaLower Paxton Township, Norm  Zoumas | Middle Paxton Township, Jim FisherNewberry Township, Dave KirkpatrickNorth Middleton Township, James HareRoyalton Borough, Terry WattsSilver Spring Township, David LenkerSouth Hanover Township, Nora BlairSusquehanna Township, Tom Pyne | Upper Allen Township, Ken MartinWormleysburg Borough, Margie Stuski and Sue Stuart |

**MUNICIPALITIES NOT IN ATTENDANCE:**

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| Annville TownshipCarlisle BoroughCarroll TownshipConewago TownshipDauphin BoroughDerry Township Dillsburg BoroughEast Hanover TownshipFairview Township Goldsboro Borough  | Hampden TownshipHarrisburg City Londonderry TownshipLower Allen TownshipLower Swatara TownshipMarysville BoroughMechanicsburg BoroughMiddletown Borough Monaghan TownshipMonroe Township | New Cumberland Borough Paxtang Borough Penbrook Borough Shiremanstown Borough South Middleton Township Steelton BoroughSwatara TownshipWest Hanover Township |

**NON-VOTING IN ATTENDANCE:**

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| Vince DiFilippo, Cumberland CountyBruce Hulshizer, HRG, Inc.David Kratzer, Keystone Municipal SolutionsPaul Cornell, Keystone Municipal Solutions | CapCOG STAFFGary Myers, Executive DirectorRhonda 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.