**Western Cumberland Council of Governments**

**Regular Monthly Meeting**

**Minutes of November 9, 2020**

**West Pennsboro Township Building**

Larry Barrick called the meeting to order at 2:01 p.m. with the Pledge of Allegiance.

CITIZENS’ COMMENTS

SPEAKERS

APPROVAL OF MINUTES

The minutes of October 12, 2020 were approved on a Sangialosi/Kerr motion.

ADMINISTRATOR’S REPORT

The October 31, 2020 bank balances were as follows: Checking $2,916.36 Savings $30,552.56 and Regional Code MMA $189,040.90. West Pennsboro Township earned $5,797.08 for UCC building permit administration in October, the WCCOG earned $1,449.27 for the same period. The November Bill List of $44,786.57 approved on Sangialosi/Kerr motion which carried.

COMMITTEE REPORTS – LEGISLATIVE REPORTS

Peter Conlow, MDIA mentioned that DCED is requiring additional inspections be performed on manufactured homes with axles and tongues. Paul Rampula will be responsible for these inspections. Municipalities utilizing MDIA will be required to complete an additional form (DCED-HS-003) as part of the building permit application process.

COUNTY & STATE REPORTS

Lily Guthrie, 199th District, mentioned Speaker Cutler has called for an audit of the election results before certification. Representative Gleim’s office is monitoring election fraud or misconduct. If anyone suspects fraud in their municipality please let her office know. The House will be in session tomorrow to discuss leadership elections and then next week to work on the budget.

Jean Foschi, Cumberland County Commissioner, reported that Cumberland County’s 55,000 mail-in election ballots have all been counted. There were representatives from both the democratic and republication parties present and observing the count. She feels confident that the count was fair and reliable. The election bureaus next task is to investigate the validity of the 1,525 provisional ballots that were received.

Jean encouraged members of the WCCOG to consider applying for one of the two vacancies on the County Planning Commission. Anyone interested should let her know as soon as possible.

Jean mentioned that Governor Wolf toured U.S. Navy Veteran James Cornwell’s Nine Pines Farm in York, and U.S. Marine Corps Veteran Daniel Hubbard’s Hubbard Family Ranch in Gardners, Adams County on Friday, November 6th, to highlight state support of veterans and encourage consumer support for veteran-owned farms. Both farms received grants in September through the state’s $10 million Fresh Food Financing Initiative COVID-19 Relief Fund to expand access to fresh food in low-income communities during the pandemic.

Many municipalities expressed concerns to Commissioner Foschi that the election lines were extremely long and parking was an issue at many polling locations. One major concern was the fact that polling places are receiving less voting machines than they previously did.

SOLICITOR’S REPORT

Marcus McKnight encouraged the WCCOG municipalities to continue to work cooperatively. Working together on road and storm water projects is a great way to keep from outsourcing larger jobs. It is a positive way to share resources and equipment.

MUNICIPAL REPORTS

**Big Spring School District –** Rick Kerr reported the District continues to struggle with COVID-19. Another student recently tested positive and various staff members continue to self-isolate. It remains the sincere hope of the District for the elementary students to return to school four days per week beginning in December. The secondary students would return in January.

**Cooke Township** – Pat Sangialosi mentioned the Township road crew continues to work on the High Mountain Road project. Penn Township has been a big help on the project as well. The Township is still waiting to receive a permit from DEP to scour the service of a bridge. The BOS approved the 2021 budget with no tax hike.

**Dickinson Township** – Larry Barrick said that the road crew is finishing up skim patching and installing pipes. The BOS will be adopting the final budget next week. The Comprehensive Plan update was begun.

**Lower Frankford Township** – David Bachman reported that the Township’s SALDO update is finally complete. Sunoco Pipeline will be hosting a virtual public safety meeting on Wednesday, December 2nd. **North Newton Township** – Mike Gutshall said the Township road crew has been trimming trees and preparing the trucks for winter. A feasibility study for the trail connecting the Township Park to the Rails to Trails has been completed. The results will be discussed this evening. Tomorrow night the BOS will be holding a conditional use hearing for a proposed archery shop.

**Mount Holly Borough** – Troy Russell reported via email the Borough continues with the codification process. The road crew has been cleaning out storm drains. The Borough, in conjunction with Heart and Soul, will be holding a writing contest in line with Trine Park renovations. Contest winners will be receiving a free park bench to memorialize a specific person. Runner up winners will be receiving other monetary items or donated gifts. The council will be considering a Sustainable PA Community Certification for fiscal year 2021.

**Penn Township** – Gary Martin mentioned the Township parking lot has been paved. The BOS decided to put the majority of the office upgrade on hold until spring. They are looking to hire a part time employee to preform janitorial duties, maintenance, and mowing. Gary echoed Marcus’s comment and agreed that neighboring municipalities should continue to work collaboratively.

**Shippensburg Borough** – Kevin Plasterer said the Borough will be collecting leaves the rest of November and the first two weeks of December. The water line project is finally complete. The Borough recently learned it is able to purchase fuel oil from Tally Petrol through CoStars.

**Shippensburg Township** – Steve Oldt mentioned that Lowes signed a ten-year lease to place a distribution center in one of the Township’s warehouses. Lowes plans to invest $6 million dollars in building improvements. Walmart will be using another warehouse for its distribution center. Both DCs will be hiring approximately 240 employees. Dunkin Donuts is under roof, Dairy Queen is moving right along, and Starbucks is open for business.

**West Pennsboro Township** – Evelyn Swartz reported the Township road crew is cleaning out storm drains and patching pot holes. They also built ladders to use on the salt trucks. The two bathrooms at the Township Park have been closed for the winter, but there is still one porta potty.

OLD BUSINESS

NEW BUSINESS

The 2021 budget materials submitted by Karen were reviewed. Larry Barrick is concerned about a proposed budget that will operate in the red, however there is a large amount in reserves. The big unknown is the income from building permits, mainly warehouses. Larry made motion to collect half dues in 2021, second by Gary Martin, the motion carried.

Mike Gutshall was nominated to be the 2021 WCCOG President on a Barrick/Martin motion which carried. Pat Sangialosi was nominated to be the 2021 WCCOG Vice President on a Martin/Barrick motion which carried. Karen Heishman was nominated to be the 2021 WCCOG administrator on a Barrick/Martin motion which carried.

Karen distributed the CapCOG 2020-2021 salt bid information.

The meeting was adjourned at 2:51 p.m. on a Martin/Sangialosi motion.

Respectfully submitted by Karen M Heishman, Administrator/Secretary/Treasurer.

November 9, 2020

WCCOG Attendance Record:

Lily Guthrie, 199th District

Jean Foschi, Cumberland County Commission

Rick Kerr, Big Spring School District

Pat Sangialosi, Cooke Township

Larry Barrick, Dickinson Township

David Bachman, Lower Frankford Township

Mike Gutshall, North Newton Township

Gary Martin, Penn Township

Kevin Plasterer, Shippensburg Borough

Steve Oldt, Shippensburg Township

Evelyn Swartz, West Pennsboro Township

Peter Conlow, MDIA

Marcus McKnight, WCCOG Solicitor

Karen M. Heishman, WCCOG Administrator