**Western Cumberland Council of Governments**

**Regular Monthly Meeting**

**Minutes of September 14, 2020**

**West Pennsboro Township Building**

Larry Barrick called the meeting to order at 2:03 p.m. with the Pledge of Allegiance.

CITIZENS’ COMMENTS

SPEAKERS

APPROVAL OF MINUTES

The minutes of July 13, 2020 were approved on a Myers/Croutch motion.

ADMINISTRATOR’S REPORT

The August 31, 2020 bank balances were as follows: Checking $3,308.49 Savings $30,541.05 and Regional Code MMA $203,595.70. West Pennsboro Township earned $2,223.68 for UCC building permit administration in July and $2,049.36 in August, the WCCOG earned $558.42 in July and $512.34 in August. The August & September Bill List of $45,534.24 approved on a Myers/Croutch motion which carried.

COMMITTEE REPORTS – LEGISLATIVE REPORTS

No report.

COUNTY & STATE REPORTS

Jean Foschi, Cumberland County Commissioner, indicated the County is busy preparing for the November election. Every polling location will be equipped with plexiglass to protect the poll workers.

Derek Snyder, 193rd District, mentioned that the House is in session this week. The hot topic right now is the mail-in election ballots. A decision needs to be made on what the latest post marked date will be accepted and still be included in the vote counts.

SOLICITOR’S REPORT

No report.

MUNICIPAL REPORTS

**Cooke Township** – Pat Sangialosi mentioned the Township started the High Mountain Road Project with funds it received from the Cumberland County Dirt and Gravel Program. Both ends of the road are now ready to be tarred and chipped. They are selling a 2006 GMC dump truck. The BOS voted to continue participating with the Southampton trash contract. The Township is pursuing a DEP permit to sure up the bridge on Cory Hill Road.

**Dickinson Township** – Larry Barrick said that the BOS approved and adopted its new Zoning Ordinance and SALDO in August. The 2020 road projects have all been completed. Two projects utilizing the Cumberland County Dirt and Gravel Program will be started next. The 2021 budget has been prepared and is ready for the BOS’s approval.

**Lower Frankford Township** – Karen Heishman reported that the Township received funding from the Cumberland County CARES grant. They will be converting the existing porch into a lobby.

**Newburg Borough** – Sara Rhine indicated that the Borough had its playground equipment installed at the park. Now they just need to spread out the wood chips. They are looking to hire a part-time maintenance employee to help with snow removal and landscaping. The Borough has hired Matt Baker to update their zoning ordinance with monies it received from the Cumberland County Land Partnership Grant Program. The 2021 budget will include updates to the porch and sidewalks at the office.

**Newville Borough** – Mike Croutch mentioned the Borough Park has been resurfaced. The ADA access at the trail head will be the next project. The North Corporation Street upgrading with handicapped ramps and sidewalks project has been approved and will take place in 2021.

**North Newton Township** – Mike Gutshall said the Township approved a pretzel shop at its latest conditional use hearing. Alpha Space did half of their line painting last week. They tarred and chipped four miles of roads.

**Mount Holly Borough** – Troy Russell reported via email that the Borough’s drainage, paving and curbing have been installed and finalized for Mountain Street and East Pine Street. The road crew has been working on new sidewalk ramps at the intersection of N. Baltimore Avenue and Butler Street. Work continues at Trine Park. The Borough purchased a used bucket truck and sold the old one. An additional part-time public works person was hired to assist with projects. The Borough was a recipient of the Cumberland County COVID grant for PPE. Codification of the Borough ordinances continues. A fireworks ordinance was created and is up for final vote.

**Penn Township** – Corrie Wadel introduced herself as the new secretary for the Township. The results of their recent Return on Environment and Land Study are available on their website. The Township plans to upgrade its municipal office and add a temperature-controlled file room as well as a breakroom. The project will be put out for bid in November. An emergency culvert repair needs done on Southside Drive, but they haven’t received the permit yet. The Zoning Ordinance and SALDO updates should be done in December. Alpha Space plans to do their line painting this afternoon. The 2021 budget process has begun.

**Shippensburg Borough** – Kevin Plasterer said the Borough is getting another bank, Patriot Federal Credit Union. The major waterline replacement project is about three weeks away from completion. The sewer plan upgrade is almost complete as well. The Borough is considering applying for some grant monies available through DCNR. Alpha Space satisfactorily did their line painting last week. They are looking to hire four new employees if you know of anyone.

**West Pennsboro Township** – Wayne Myers reported that New Enterprise paved Clay Road between Springview Road and Kerrsville Road as well as Fickes Road. Jake Fealtman was hired to work at the waste-water plant to help Wayne and take some of pressure off of him. Alpha Space did the line painting today. The Township plans to get quotes for the final electrical work that needs done at the concession stand at the Township Park. They will be seeking grant monies to update their ordinances.

OLD BUSINESS

NEW BUSINESS

Katie Daniels, Mount Holly Borough, emailed a sample letter concerning the State Fireworks Statute for the WCCOG to consider supporting and sending to the local representatives. Larry Barrick opened the floor for discussion on the letter. Both Newville and Shippensburg Boroughs mentioned that their police departments were able to handle their incidents. Dickinson Township requires its residents to obtain a permit to set off fireworks, therefore they have had no incidents. Derek Snyder said there is currently a bill in the House that will give municipalities more authority to handle fireworks situation. Larry Barrick opened the floor for someone to make a motion to send letters to the local representatives from the WCCOG. No one made a motion. Hearing no motion, Larry recommended that each municipality send individual letters as deemed necessary.

When Karen makes quarterly payments to DCED the $4.50 per building permit issued, she has more than the allowable six transactions per month from the WCCOG’s MMA checking account. The MMA account earns a very high interest rate. The account earned $5,048.46 last year. Several ways to handle this dilemma were discussed. Larry Barrick made a motion for Karen to use the WCCOG’s free checking account to pay the DCED fees and then make one transfer from the MMA checking account, second by Mike Gutshall and passed with an all-in-favor vote.

The Salt & Snow Management LTAP class scheduled for Monday, October 5th has been cancelled. No face to face LTAP classes are being offered and unfortunately on-line class (zoom) are only being done for half day classes.

Karen Heishman wrote a letter to President Barrick and the WCCOG members requesting consideration for a salary increase for the 2021 budget year. The administrator position has had the same salary since 2008. Larry Barrick said that he felt a 1.5-2% cost of living raise should have been given annually. But since it wasn’t, he made a motion the annual salary be increased to $8900, second by Wayne Myers and the motion carried.

The meeting was adjourned at 2:45 p.m. on a Sangialosi/Croutch motion.

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

September 14, 2020

WCCOG Attendance Record:

Derek Snyder, 193rd District

Jean Foschi, Cumberland County Commission

Pat Sangialosi, Cooke Township

Larry Barrick, Dickinson Township

Sara Rhine, Newburg Borough

Mike Croutch, Newville Borough

Mike Gutshall, North Newton Township

Corrie Wadel, Penn Township

Kevin Plasterer, Shippensburg Township

Wayne Myers, West Pennsboro Township

Peter Conlow, MDIA

Matthew McKnight, WCCOG Solicitor

Karen M. Heishman, WCCOG Administrator