

MINUTES

Thursday, February 21, 2008
Washington Township Municipal Building

The regular monthly meeting of the Upper Dauphin Council of Governments was called to order at 7:30 p.m. by Vice-President Norma Shearer with the pledge of allegiance to the flag. The following persons were in attendance:

Ray Kissinger	Gratz Borough
Mark Long	Gratz Borough
Bonnie Lidle	Halifax Borough
Norma Shearer	Halifax Township
Robyn Loesch	Jefferson Township, Secretary-Treasurer
Kurt Braun	Millersburg Borough
Joe Snyder	Upper Paxton Township
Jim Watson	Washington Township
Gary Miller	Wayne Township
Shirley Radel	Wayne Township
Albert Morgan	Lykens Township
Sue Helm	104 th District Representative
Ron Koppenhaver	Rush Township
Jerry Ellis	Pennsylvania Historical and Museum Commission

There were ten municipalities represented, seven are needed for a quorum.

MINUTES OF THE PREVIOUS MEETING

The minutes of the January 17 2008 meeting were approved as read on a motion by Jim Watson seconded by Bonnie Lidle. (Unan.)

TREASURER'S REPORT

Checking Account:

Balance January 17	\$2,567.11
Receipts	2,435.04
Expenditures	232.75
Balance February 21	<u>\$4,769.40</u>

Money Market CD:

Balance January 17	\$5,286.69
Interest	17.72
Balance February 21	<u>\$5,339.19</u>

The following bills were submitted for payment:

Enders Technology	\$ 15.00
Enders Technology	\$104.70
Washington Township	\$ 15.00
Robyn Loesch	<u>\$199.00</u>
	\$333.70

The Treasurer's report and payment of the bills was approved and on a motion by Ray Kissinger, seconded by Mark Long. (Unan.)

CORRESPONDENCE

- Information on available courses was received from the Pennsylvania Construction Codes Academy.
- HATS (Harrisburg Area Transportation Study) sent information about changes to its project solicitation and development process.
- PACOG sent membership application to the statewide COG. UDCOG had been a member in the past. Norma Shearer asked if there was currently any interest in rejoining. There was no motion.
- DCNR sent announcement of community conservation program grants.

PUBLIC COMMENTS – None.

PROJECTS

PENN-DOT Mandated Sign Upgrades Dale Shoop is still waiting to hear from salesman for the price on the signs. (as of 2/2/08)

UCC Appeals Board

Norma Shearer has been working on establishing the COG UCC Appeals Board. She has contacted Mitch Hoffman and is confirming the status/availability of volunteer members of the UCC Appeals Board. There was a general discussion because some had thought that the COG UCC Board was already up and running. Norma Shearer clarified that although the project had been started, it had not gone forward to completion. Norma Shearer stated that at this point, Halifax Township might consider going forward with the newly created UCC Board, independent of COG. Later, this established board would be available to COG municipality participation. Each participating municipality will then have to pass a local resolution, designating this group as their UCC Appeals Board. Shirley Radel reported that Wayne Township already has their own UCC Appeals Board.

Recycling

Robyn Loesch said that three surveys have been returned from COG municipalities. Shirley Radel spoke about Wayne Township's recycling day.

Resolution – Amend the Amendments

The resolution to change the number of municipalities required to amend the amendments from 100% to 2/3 majority has been approved by all municipalities except Berrysburg Borough. Ray Kissinger will be sent duplicate copies of amendment to personally contact Berrysburg Borough to try and finish up this project.

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Rob Wentzel was not present.

Upper Dauphin Income Tax Office

None of the municipalities that had contacted the Upper Dauphin Area Tax Office have received any answer about the day and time of the Budget meeting (that municipalities have attend in past years). Shirley Radel had located a copy of the original contract (Feb. 8, 1966) between Wayne Township and the Tax Office. This was a continuous contract prepared by Alan Schaffer. The contract specifically mentions that a special distribution would occur every three years. The last special distribution received by Wayne Township was in 2001. There was a general consensus for COG not to let this issue drop and move ahead with passing local resolutions giving COG the authority to speak for them when dealing with the Upper Dauphin Income Tax Office. {see new business}

NEW BUSINESS

Sue Helm talked about an event she is planning to honor World War II veterans living in the 104th District. She would like this information to be passed on to any World War II veteran that would like to attend this event. Also, she asked for opinions on pending legislation (House Bill 54 : to require the owner of a firearm that is lost or stolen to report the loss or theft to an appropriate local law enforcement official). There was a general discussion from the COG members on this topic, none of which supported this proposed legislation.

Upper Dauphin Income Tax Office. A general discussion was held about the next step to take on this issue. The question of the need and or possibility of retaining a lawyer to prepare a letter to the Tax Office was discussed, and if municipalities would need to be assessed for these cost of legal services. It was concluded that there were already sufficient COG funds available for this. As a first step to clarify any COG's communication to the Tax Office, a motion was made by Ray Kissinger to prepare a resolution to send to the municipalities, giving COG the authority to speak for them when dealing with the Upper Dauphin Income Tax Office; seconded by Gary Miller. (Unan.)

PROBLEMS OF LOCAL MUNICIPALITIES

None.

GUEST SPEAKER

The guest speaker was Jerry Ellis from the Pennsylvania State Archives local government services section. He reviewed the Municipal Retention of Records, an optional program a municipality may adopt by resolution and discussed the organizational, legal, and cost benefits of using this retention schedule. He spoke about the free program for microfilming municipal minute books. He discussed disaster planning and provided web links for worksheets. Information was provided about the archival grant program and COG would be eligible to apply for an inter-municipal grant to benefit individual municipalities that want to participate.

ANNOUNCEMENTS

The next meeting will be March 20. The meeting will be held in the Lykens Township municipal building.

The meeting was adjourned at 9:45 p.m. on a motion by Jim Watson, seconded by Joe Snyder.