

President Bob Gordon called the February 28, 2013 Adams County COG meeting to order at 8:31 a.m.

The following members were present: **Boroughs:** Abbottstown, Biglerville, Carroll Valley, East Berlin, Fairfield, Littlestown; **School Districts:** Littlestown, Gettysburg **Townships:** Conewago, Cumberland, Franklin, Germany, Hamilton, Hamiltonban, Highland, Liberty, Menallen, Mt. Pleasant, Oxford, Straban, Tyrone. **County:** Adams County

Others present were: Andrew Merkel, Lisa Angstadt and Alicia Paulis, Adams County Planning and Development Office; John Senft, Consultant for EMS Study; Judy Chambers, Penn State; Jared Hedes, Gettysburg Times; A. J. Alrich, Barlow Fire Company, Robert Fitez, Fairfield Fire Company; Ken Kime and Jerry Poland; ACVESA; Mitch Hoffman, YATB.

Legislative Guests: Adams County Commissioners Randy Phiel, Jim Martin and Marty Qually, Representative Will Tallman and Jared Cottrill; Scot Pitzer, Senator Alloway's Office.

MEETING MINUTES: A MOTION WAS MADE BY LIVINGSTON (HAMILTON TOWNSHIP) AND SECONDED BY UNDERWOOD (CUMBERLAND TOWNSHIP) TO ADOPT THE DECEMBER 20, 2012 MINUTES (INCLUDING A CORRECTION TO ACBA DATE). MOTION CARRIED UNANIMOUSLY.

TREASURERS REPORT: Treasurer Emma Seibert (TYRONE TOWNSHIP) read the report with an ending balance is \$5,202.23. President Gordon accepted the report, as read.

PUBLIC COMMENT (AGENDA): None.

NEW BUSINESS: John Senft, Emergency Services Committee Study Consultant, was present to update the COG on the EMS Study. Senft stated that the statistical information has been gathered with much appreciation and thanks to the Adams County Planning and Development office for their assistance. The financial components of the study are being added with the assistance of the ACVESA team and the fire departments. They are receiving some actual operating costs from different fire departments; however some sorting of information has to take place due to the various reporting methods. There is some work necessary to correlate the information and the formatting is being reviewed. Senft reiterated that this study will be a tool for the municipalities for their future budgeting process.

The questions on work comp rates were forwarded to Representative Tallman. Senft suggested that the municipalities and Legislators could look to the PA Cat Fund for a possible solution on the work comp rate increases. Senft finished by explaining that some links to reference materials will be included in the study and will be general conclusions only that will be justified on the basis of data. Hamm (STRABAN TOWNSHIP) explained that the COG has received the DCED grant funds of \$6,500 and this will be paid to the consultant when the final study has been received.

President Gordon explained that this study has taken a tremendous amount of time from the consultant and everyone involved including the committee. He gave special thanks to Sharon Hamm (STRABAN TOWNSHIP) for her work on this issue.

Legislators: Representative Tallman. Discussion on a work comp law called Cancer Presumption Bill which may result in increase work comp insurance rates for fire company volunteers. He suggested that the county look at a joint purchasing for this problem and SWIFT may be used in lieu of other insurance

PAGE 2 – FEBRUARY 28, 2013 COG MINUTES

carriers. Tallman explained that he would like to hear from the municipalities on increase Foreign Property Insurance increases which would result in a .005% increase to rates. He asked for anyone who had information or opinions on this issue to contact him at his office at wtallman@pahousegop.com. Tallman reiterated the need to retain fire department volunteers and the ongoing decline of volunteers. Gordon (HAMILTONBAN) discussed the need to give incentives to volunteers.

President Gordon explained that the by-laws require a vote of the members each year on the amount of the COG membership dues. The finance committee has set the dues at the same amount of \$100 this year.

A MOTION WAS MADE BY WHEELER (LITTLESTOWN) AND SECONDED BY SHEARER (ABBOTTSTOWN) TO APPROVE THE MEMBERSHIP DUES AT \$100 FOR 2013. MOTION CARRIED UNANIMOUSLY.

Vice President Hamm asked everyone to review the Committee's 2012 membership list and specify if they wanted to continue or be added as a member of any of the committees. She repeated the need for more volunteers on various committees. President Gordon explained that the Management Committee will be meeting after the 2013 committee's review is completed.

OLD BUSINESS: Act 13 Funding was discussed by Andrew Merkel from Adams County Planning and Development office. The funding assists with repairs for "at risk bridges" ; however, the funding amount would not take care of all of the bridges in the county so a federal funding method could be applied of 80% federal share and 15% state and 5% local share. A priority list is being compiled by the county in conjunction with APTCO on what funding would be used with these projects. Some bridges are owned by the county and others are owned by local municipalities and private entities.

A C Collaboration was reported on by Hamm (STRABAN) and she said that the Conservation District is working on a new model well ordinance. She asked for municipalities to participate in this effort and consider the model ordinance. An update was provided by Hamm on the Collective Municipal Waste Contract bidding. Previously, municipalities joined with the county in a joint bidding process and a decision is being made by the county commissioners if they will continue this process. If interested or more information is needed municipalities should contact Bicky Redman at bredman@adamscounty.us or 337 9827.

A report was provided by Barb Underwood (CUMBERLAND TOWNSHIP) on the Adams County Connected Team. Underwood announced the Internet 101 Expo to be held at HACCC on March 15, 2013 from 1:00 to 4:00 p.m. This is a walk in training clinic for those who are not familiar with internet. Also, a survey request was sent to all members and the team asked that this survey information be forwarded to any large data users in the county. Commissioner Qually requested that we all participate in order to forward the survey information to our internet providers. President Gordon suggested that we review the results of this effort at the next meeting.

Mayor Harris (CARROLL VALLEY) reported on the Joint Purchasing that was just completed by 12 municipalities. The bid opening will be held at the next meeting. Subsequently, the individual municipalities will have to approve the bids at their local meetings. Many thanks to Robin Crushong (STRABAN) and Sharon Hamm (STRABAN) for their hard work in getting the administration of this project

PAGE 3 – FEBRUARY 28, 2013 COG MINUTES

completed. Judy Chambers (PENN STATE) suggested that Co-Stars give presentations on their projects if the membership is interested in this.

President Gordon discussed with the members the list 2013-14 Legislative Priorities that was sent out with the agenda. The Legislative Committee asked for the member's approval of these priorities from the COG so that this committee may review the same with the legislators.

A MOTION WAS MADE BY UNDERWOOD (CUMBERLAND) AND SECONDED BY RAYMOND (EAST BERLIN) TO ACCEPT THE LEGISLATIVE PRIORITIES BY THE COG. MOTION CARRIED UNANIMOUSLY.

Emma Seibert (TYRONE) announced that the Public Works committee will be meeting on March 19, 2013 at 9am at the Tyrone Township office. They plan to assist the Joint Purchasing committee with a critique of the municipal purchase process now underway in an effort to have best methods in place for the COG.

President Gordon announced the APWA luncheon to be held at Hoss's on April 18, 2013 which will be a joint meeting between Franklin and Adams County.

OPEN DISCUSSION: Legislators: Commissioner Phiel announced the following items: (1) Carroll Valley forum was held and the next location will be in the Conewago/McSherrytown area. More details to follow. (2) The 911 Radio project grant that was applied for by the county. The Commissioners hope to have more information on this grant at their next meeting. (3) The county is getting information on a grant to assist with the 150th Anniversary event. (4) The Public Defender's office may be moved into the courthouse basement and the other offices have been moved. **Commissioner Qually** followed up with the Act 13 information on the "at risk bridges" that this report is not completed yet. President Gordon thanked the Adams County Commissioners for supporting the COG.

Scot Pitzler from **Senator Alloway's** office has reported that the new office is open at 16A Deatrick Drive, Gettysburg. Office hours are 9:00 a.m. – 4:30 p.m. The work on the state budget is ongoing and Alloway is looking at these particular items: Transportation, Liquor Control Board and Pensions. Alloway is a co-sponsor for a pension bill and he will be hosting some Fish and Game meeting in the local area. Discussion on games of chance legislation and gasoline taxes.

Jared Cottrill from **Representative Tallman's** office reported his office has some information on the House Bill on Games of Chance. He reviewed several Prevailing Wage bills and their various proposals. Also, there are 42 bills regarding property taxes.

PENN STATE: Chambers announced that she is open to training suggestions from anyone for Adams County upcoming schedule. Seibert (TYRONE) suggested Leadership training (i.e. effective delegation).

Boroughs Association: Harris (CARROLL VALLEY BOROUGH) announced their next meeting is March 18 at the Pike Restaurant with two attorneys who will be discussing municipal loans. Also, Harris requested that the membership review a letter that he provided about the local police using radar. Discussion with legislators on their co-sponsoring a bill providing for the same.

Township Officials Association: Reamer (HAMILTONBAN TOWNSHIP) announced the Association is having their township convention on May 15 and an agenda will follow. The Secretary's luncheon will be

PAGE 4 – FEBRUARY 28, 2013 COG MINUTES

held on July 31 and the Annual Convention date is November 13. A newsletter will be available in March. They are looking for suggestions for seminars and asking for volunteers to serve on a Legislative Committee that would work with the COG on these types of matters.

YATB/ACTCC: President Gordon announced that Mitch Hoffman from YATB will be speaking at the March COG meeting.

PUBLIC COMMENT: Merkel (ADAMS COUNTY PLANNING AND DEVELOPMENT OFFICE) announced the Economic Development Survey contract will be let by the county for the consultant services. Senft announced that Co-Stars may be used for fire department purchases along with municipalities. President Gordon announced that the bid opening for Joint Purchasing will be done in the next meeting.

A motion was made by Wheeler (LITTLESTOWN) and seconded by Thomas (CUMBERLAND) to adjourn the meeting at 10:05 a.m.

Next meeting – 3/28/13 at 8:30 am at Adams County Emergency Management Building, 230 Greenmyer Lane, Gettysburg.

Signed,

Sandra L. Vazquez
Secretary

P. O. Box 4211
Gettysburg, Pa. 17325-4211
Phone: (717) 642-8509 Fax: (717) 642-9511
Email: hamiltonban@embarqmail.com
Web: <http://www.accog.us>



2013-14 Legislative Priorities

Your Legislative Committee submits the following priorities for your consideration and approval at our meeting on Thursday, February 28, 2013:

1. **Unfunded Mandates** - There are over 6,500 different unfunded mandates imposed on Townships, Boroughs and School Districts in the Commonwealth which cost these entities in excess of \$23 million dollars per year. We need our elected officials to apply balance, common sense and fairness to any legislation affecting the political subdivisions that will require an unfunded mandate. Authorize and appropriate additional funding so that these bodies can implement the programs without raising local taxes.
2. **Economic Development** - We need our legislators to review existing laws and adopt new legislation that will provide more economic development and create more jobs for the citizens of Adams County.
3. We want to see reform of our outdated Prevailing Wage Law.
4. We want legislation adopted to provide more incentives to attract and retain volunteer fire and EMS personnel.
5. Authorize municipalities to collect a service fee as a payment in lieu of taxes (PILOT) from tax exempt property owners to cover the cost of municipal services provided.

Respectfully submitted,

John Butterfield, Al Ferranto, Ron Harris, Brad Hunt, Bob Jackson, Marty Qually, David Wheeler and Bob Gordon, Committee Chair.

Date submitted: February 22, 2013

Officers 2013

President: Bob Gordon
Vice President: Sharon Hamm

Secretary: Sandi Vazquez
Treasurer: Emma Seibert

2013 - JOINT PURCHASING UPDATE

The following municipalities below are taking part in the 2013 ACCOG Joint Purchasing Program:

Carroll Valley Borough	Cumberland Township	Franklin Township
Germany Township	Gettysburg Borough	Hamilton Township
Hamiltonban Township	Menallen Township	Mount Pleasant Township
Reading Township	Straban Township	Tyrone Township

The Joint Purchasing information was officially put on the PennBid site and the legal notice was in the Gettysburg Times on Thursday, 02-21-13 & 02-26-13. It is important that you also post a copy of the ad in a prominent place at your office or meeting room. *(the attached ad was emailed to your offices)*

When we started this process we knew it was going to be a learning experience. After understanding better the complex procedure involved in Service commodities such as 'OIL & PAVING' and 'PATCHING' a decision was made to take them off as options for this year's Joint Bidding Process. Hopefully this does not inconvenience anyone. Our concern is the entire program might have faltered if we did not take off the "service" commodities.

All STONE, ANTI SKID, and LINE PAINTING will be bid out as requested on your Bid Request Forms.

We have 12 municipalities participating. Remember the **Bid opening** is to take place at the **regularly scheduled ACCOG meeting on March 28th at 8:45**. It will then be up to the individual municipalities to award the actual bids thereafter. The procedure for this will be explained at that time.

→ TO LEARN MORE ABOUT THE ACCOG SOLICITATION FOLLOW THE STEPS BELOW:

On 02-21-13 you can go to www.pennbid.net and click on  to the Right.

This will take you to the PennBid Home page. Click on the Green **Solicitations** Tab and you will see the ACCOG Chemicals, Line Painting & Stone and Highway materials solicitation has been uploaded onto the PennBid site.

You will not be able to see the full details or which vendors are bidding – this information will be closed until the bids are officially opened. The vendors must sign in to read the details of the bid request. All details regarding the vendors and the bid amounts will be available after the bid opening.

→ TO LEARN & UNDERSTAND MORE ABOUT THE PENNBID ELECTRONIC PROGRAM:

Go to: www.pennbid.net and click at top right of the page "**FAQs & Resources.**"

A new page will open up - Click on one of these boxes for more info:

User Guide

Tutorial Videos

→ AFTER THE BIDS ARE OFFICIALLY OPEN ON 03-28-13:

You can follow the same path as stated above to get to the PennBid Home Page BUT click on the Green **Bids/Awards** Tab instead. All the bidder information will be visible to you.

It will be after this each of the municipalities will decide what bids to award to which vendor(s). This will require going through the normal procedure of getting a majority vote of your Council or Supervisors when awarding bids. We will provide more details at time of Bid Opening.

If you have questions:

Contact Sharon Hamm @ sharon.hamm@strabantownship.com Phone: 717-334-4833 *(leave a message)*

WHAT IS COLLECTIVE MUNICIPAL WASTE CONTRACT BIDDING?

- It is a Joint Bidding process for collection of municipal waste. Adams County helps to coordinate the bidding process and advertise the appropriate specifications on behalf of the municipalities for the collection of solid municipal waste. This cooperative planning started in 1996.
- Adams County Office of Planning and Development will help participating municipalities finalize the bid development process so new contracts can be awarded by the close of 2013
- *For more information contact:* Bicky Redman @ bredman@adamscounty.us
phone: 717-337-9827

BENEFITS OF COLLECTIVE MUNICIPAL WASTE CONTRACT BIDDING:

- Successful Example of Municipal Collaboration
- Cost of Bidding Process Supported by Multiple Municipalities
- Interest from More Waste Hauling Companies
- Competitive and Reduced Pricing for Services
- Enhanced Services (Recycling, Large Item, Tag-a-Bag)
- Reduced Truck Traffic on Local Roads
- Coordinated Technical Assistance
- Better Customer Service
- Adoption of Waste Ordinances for Management, Health and Safety Issues

2012 Approx Averages per Residence between Municipalities that do & don't participate in the Collective Municipal Contract Bidding:	Avg. Quarterly Payment per Residence	Avg. Yearly Payment per Residence
24 Municipalities Participate in the Contract Bidding	\$48.30	\$193.19
10 Municipalities do not participate in the Contract Bidding	\$70.50	\$282.03