

## TRI-COUNTY REGIONAL PLANNING COMMISSION

Minutes of the Meeting

September 22, 2022

The regular meeting of the Tri-County Regional Planning Commission was held September 22, 2022 via Zoom conferencing and in-person attendance in the second floor conference room at 112 Market Street, Harrisburg. Mr. Spandler called the meeting to order at 3:32 p.m.

### ROLL CALL

Members participating remotely were Mr. Frank Campbell, Ms. Deb Everly, Ms. Mary Gaiski, Mr. Tom Graupensperger, Mr. Rob Hess, Mr. John Kerschner, Mr. Danny Kirk, Mr. Gary Lenker, Mr. Fred Lighty, and Mr. Jim Turner. Mr. Robert Spandler attended in person. Mr. Steve Deck and Ms. Diane Myers-Krug of staff were also present (in person). Mr. Deck noted the meeting was being recorded and directed attention to the list of attendees shown on the screen.

### PUBLIC COMMENT

No public was in attendance to provide comment.

### MINUTES

On a motion by Mr. Turner, seconded by Mr. Lenker, the minutes of the July 28, 2022 meeting were approved for filing.

### FINANCIAL STATEMENTS

Ms. Myers-Krug reviewed the Financial Statements for July and August 2022. She noted when eliminating the consultants' pass through funding from consideration, the in-house expenses continue to be under budget, and are much closer to the expected budget than the overall statement shows. She highlighted revenues for July and August included regular transportation program reimbursements, County third quarter increment payments, subdivision review fees, sponsorship, and receipt of PA DEP Countywide Action Plan implementation funds. Dauphin and Perry County Support program expenses continue to be over expected budget. She noted this has been discussed a number of times in the past and the proposed budget for 2023 includes a request to help address this issue.

Primary expenses were for two additional video recorders for traffic counting, toner, technology accessories and an iPad, which are included as notes at the bottom of the expense statements. Ms. Myers-Krug also noted several transactions in the transition to new social media management software, which resulted in refunds leading to a "negative" expense showing on the financial statement. In addition, old traffic counters were returned for which a refund was given. The refund was used to purchase an iPad for traffic count data processing, which is a substitute (and less expensive) item for the laptop originally budgeted for that purpose.

On a motion by Mr. Kerschner, seconded by Ms. Gaiski, the Financial Statements for July and August 2022 were unanimously accepted for filing and audit. Copies of the Financial Statements are attached to the file copy of these minutes.

### PAYMENT OF EXPENSES

Ms. Myers-Krug reviewed some general ledger items including payment of health care act tax, Perry County Conservation District stormwater project reimbursements, professional dues, and refunds of various items related to traffic counting and computer software.

On a motion by Mr. Campbell, seconded by Mr. Hess, the payment of the July and August 2022 expenses was unanimously approved. Copies of the expenses are attached to the file copy of these minutes.

There were two (2) health reimbursements during July 2022. On a motion by Mr. Hess, seconded by Ms. Gaiski, the payment of the July health reimbursements was unanimously approved.

Ms. Myers-Krug noted the sweep account report was provided for information purposes, and stated the interest rate increased from 0.35% to 0.45%.

### INTERGOVERNMENTAL REVIEWS

Mr. Deck reviewed five requests for grant funding including Detweiler Park applications through PA Redevelopment Assistance Capital Program (RACP) and Dauphin County Department of Community and Economic Development (DC DCED) Local Share Municipal Grant programs; Linlo Properties, LLC (Derry Township) Hope Drive Extension and Fishburn Road improvements applications through PA RACP and DC DCED Local Share Municipal Grant programs; and Paxtang Parkway Trail Design and Permitting application through the DC DCED Local Share Municipal Grant program.

On a motion by Ms. Everly, seconded by Mr. Kerschner, approval for Mr. Spandler's signature on the consistency/support letters passed unanimously.

### COMMUNICATIONS

Mr. Deck highlighted four letters from Nationwide Insurance regarding a claim filed and provided an update of events since the last communication was received. Mr. Lighty pointed out that until a specific law suit is filed, the appropriate action to take is not clear. People have the right to complain and call names, but until a suit is filed there is not much the Commission can do. Staff was directed to respond to right-to-know requests as they are filed and confirm insurance coverage for legal costs.

Mr. Deck noted receipt of acknowledgement of TCRPC support from PA DEP for the 12-County Investment to Catalyze Agricultural Project Readiness project. No action was requested.

Ms. Myers-Krug reviewed information gathered regarding cost of living adjustments (COLA) being considered for pensions similar to the TCRPC defined benefit plan, as requested by the Commission at its July meeting. Given that information it was the consensus of the Commission to consider a COLA at a future time. She noted it was the practice to review and consider a COLA at least every three years, consistent with the Dauphin County pension plan.

Mr. Deck announced confirmation of a PA DCNR grant award in the amount of \$100,000 for the Active Transportation Plan. The grant will be used to hire a consultant to plan for off-road facilities, while the local match will be provided through the HATS transportation program to consider on-road facilities.

### DRAFT 2023 BUDGET

Ms. Myers-Krug reviewed the draft 2023 budget to be recommended to the Dauphin and Perry County Commissioners for consideration in their budgets. She noted the total proposed budget of \$6.9 million reflects a 17% increase over the 2022 budget, with additional funds due to increases in transportation and special projects (stormwater) funding. The regional planning support remains budgeted the same as in 2022, however the county planning programs includes an increase for 2023. Ms. Myers-Krug noted the last request for an increase in the county planning budgets was in 2012, and reminded the Commission of the recurring discussions regarding county planning support funds over the past few years.

She also reviewed the Executive Summary, which shows the budget by program/activity, source of funds, and by function. The source of the revenues as well as the expenses (other direct costs) were described in detail. The proposed salaries were based on an overall 4% increase, with the recent inflation rate of 8.3% not a sustainable level to consider. Health benefit cost was estimated based on the last year's increase (5.7%), and will be adjusted when final rates are provided from the vendor in October. Pension costs were estimated based on the average recommended employer contribution over the past eight years.

Ms. Myers-Krug reviewed the resulting quarterly increments to be requested of the County Boards of Commissioners for their budget consideration. She noted the increase being requested from each County due to the transportation local match requirements as well as the proposed increase for the County planning budgets.

On a motion by Mr. Lenker, seconded by Mr. Hess, the budget request for 2023 was unanimously approved to forward to the Dauphin and Perry County Commissioners for consideration in their budgets.

The 2017 agreement regarding non-transportation planning activities performed by TCRPC in Cumberland County was discussed in relation to the regional stormwater program currently being developed. Mr. Deck explained the program was structured based on watersheds and PA DEP had requested New Cumberland Borough be included as part of the Conewago Creek project currently underway. While Cumberland County planning department staff has been contacted, given the legal tenor surrounding the 2017 agreement, Ms. Myers-Krug suggested it might be wise to communicate with the Cumberland County Commissioners directly and get written documentation that the proposed stormwater program involving New Cumberland Borough would not be in violation of the 2017 agreement. Mr. Lenker noted the communication could provide an opportunity to introduce other potential planning efforts between the counties. It was agreed the communication should take place.

## REPORTS

Mr. Deck highlighted several staff efforts including the RTP Implementation Grant Program project selection, regional bike share program (SusqueCycle) update, potential regional congestion management plan, application for Safe Streets For All federal grant, continued progress with the Perry County comprehensive plan (Picture Perry), Dauphin County stormwater program progress, Countywide Action Plan website additions, analysis of EV charging stations throughout the region, and work with Widener University Law students.

Mr. Deck noted Ryan Unger with Harrisburg Regional Chamber will be the keynote speaker for the annual luncheon to be held on October 5 at the Penn Harris Hotel in Camp Hill. Registration is closed at 140, but Commission members can still contact the office to reserve a seat for a limited time.

## OTHER BUSINESS

Mr. Kerschner noted the November meeting usually includes a discussion of the Executive Director's salary. Three members will meet prior to the November meeting (Mr. Kerschner, Mr. Turner and Mr. Lenker) to prepare a recommendation for the discussion and requested staff send budget and salary information for the subcommittee to consider.

PUBLIC COMMENT

No public comment was provided.

ADJOURNMENT

On a motion by Ms. Gaiski, seconded by Mr. Lenker, the meeting was adjourned at 4:49 p.m.

The next meeting is scheduled for  
**Thursday, November 17, 2022 at 3:30 p.m.**  
TCRPC Office, 112 Market Street  
2<sup>nd</sup> Floor Conference Room, and remotely

Respectfully submitted,  
*John A. Kerschner*

John A. Kerschner, AICP  
Secretary