

## TRI-COUNTY REGIONAL PLANNING COMMISSION

Minutes of the Meeting

March 26, 2026

The regular meeting of the Tri-County Regional Planning Commission was held March 26, 2026, via Zoom conferencing and in-person attendance. Mr. Kirk called the meeting to order at 3:30 p.m.

### ROLL CALL

Members participating remotely were Ms. Deb Everly, Ms. Nina Fichet, Ms. Mary Gaiski, Mr. Tom Graupensperger, Mr. Robert Hess, Mr. Dan Robinson, Mr. Joel Seiders, Mr. Robert Spandler and Mr. Jim Turner. Mr. John Kerschner and Mr. Danny Kirk attended in person. Ms. Ashley Wise from Conrad Siegel and Mr. Chris Tomlinson from CBIZ participated remotely. Mr. Andrew Bomberger, Ms. Diane Myers-Krug and Ms. Denise Dillman of staff were also present. Ms. Myers-Krug noted a quorum was met. Mr. Bomberger noted the meeting was being recorded.

### PUBLIC COMMENT

No public was in attendance to provide comment.

### ELECTION OF OFFICERS FOR 2026

Ms. Myers-Krug announced that the Chairman and Secretary positions were open to be held by Dauphin County Planning Commission appointees. Mr. Kirk made a motion to nominate Mr. Kerschner for Chairman and Mr. Spandler for Secretary for the 2026-2027 term, which passed unanimously.

Mr. Kerschner thanked everyone for their patience since the Dauphin County appointments did not occur until after the January meeting.

### PRESENTATION

Ms. Wise provided a summary of the 2026 actuarial valuation for the defined benefit pension plan reviewed the document summarizing the results. There are two (2) remaining active participants in the plan, and the recommended employer contribution (REC) calculated under the aggregate cost method for 2026 decreased to zero due to the good investment return experienced in 2025. The REC calculated under the minimum funding rules of Act 205 also generated a similar contribution recommendation.

Ms. Wise highlighted the funded ratio trend of the plan, as well as the rates of investment return over the past five years. She noted the funded status increased from 100% to 104% since last year and explained that the funded status is dependent on investment performance. Ms. Wise said the 104.8% is a great funding level, with the goal being somewhere in the range of 90-100%.

Ms. Wise also reviewed the sensitivity of the assumed interest rate and the effect of investment performance on recommended contribution levels. Given the plan assumptions, Ms. Wise showed the expected future benefit payments over the next 10 years and impacts of additional retirement and mortality factors over that time-period. She also reviewed the funded status comparing market value of assets, present value of accrued benefits, and actuarial liability.

Mr. Kerschner questioned the zero recommended employer pension contribution for the year 2026. He asked Ms. Wise whether the Commission should make an employer contribution anyway if there are still budgeted funds. He stated that the last time a zero contribution was recommended the following year the contribution was much higher than normal. Ms. Wise responded, saying that the recommendation is the minimum contribution. Any contribution made beyond the

recommendation helps with future funding levels. She indicated that one thing that could be looked at is a smooth asset evaluation, if interested. Instead of using the market value of assets to determine the minimum funding requirements, the assets value plus gains and losses are smoothed over a 5-year period to provide a less volatile contribution level. It is a more complex calculation that phases in the gains and losses over time.

Mr. Turner questioned what amount was budgeted for the year 2026 and noted he thought it may be good to “over fund” so not to create a problem later, especially if any overpayment was returned to the Commission once the pension ended. Ms. Myers-Krug answered that the amount budgeted is about \$67,000, which is the average of the last ten years’ recommended employer contributions.

Mr. Bomberger questioned whether the contribution payment could be made at any time. Ms. Wise answered that there is not a timeframe for the payment. It can be made at any time during the calendar year.

Ms. Fitchet suggested determining a time to revisit this issue to ensure that this matter is discussed again in an upcoming meeting. Mr. Kerschner responded that it will be revisited at the September meeting.

On a motion by Mr. Kirk, seconded by Mr. Turner, the 2026 Actuarial Valuation and 2025 GASB Reports were accepted unanimously for filing and audit.

Mr. Tomlinson provided a summary of the 2025 performance report for the defined benefit pension investments along with a 2026 year-to-date report. He said 2025 was a good year for both stocks and bonds with the approved investment mix to meet the actuarial demand. The pension portfolio performed closer to the overall stock trend, as would be expected with the investment mix. The 2025 return was 16.63%. He reviewed the performance of the portfolio for each fund in each sector, highlighted the variations, and showed the longer-term outlook still close to the actuarial goal of 7%.

Mr. Tomlinson spoke to the question of whether to continue to fund the employer pension match even though the recommendation contribution was zero. He indicated that if money was invested ahead of time (beyond the minimum, zero required), the fund will benefit at some point.

Mr. Tomlinson also highlighted the 2025 performance of the corporate investment account. It is invested more conservatively due to its shorter timeframe goal to have funds accessible if needed. The 2025 return was 13.98%, and while the account started in 2022 was a bad year for investments, 2025 still shows a 4.74% increase since the beginning of the account.

On a motion by Ms. Gaiski, seconded by Mr. Spandler, a 65/35 investment mix for the pension and a 50/50 mix for the corporate account were approved unanimously to continue.

## MINUTES

On a motion by Mr. Turner, seconded by Mr. Graupensperger, the minutes of the January 22, 2026, meeting were approved for filing.

## FINANCIAL STATEMENTS

Ms. Myers-Krug reviewed the Financial Statements for January and February 2026. She highlighted that the budget is under the 8.3% expected percentage at 7.2% without the consultant in January. The quarterly increment invoices were sent after the budget passed.

She highlighted revenues for January and February including the usual reimbursements from PennDOT for the transportation program, LPA fees from Perry County municipalities, 2026 Sponsorships for both the newsletter and the luncheon, subdivision reviews, and PA DEP reimbursement for the CAP implementation program. The Perry County first quarter increments were deposited at the beginning of March.

The Subdivision Administration for Perry County expenses are 2.5 times the amount of the fees collected, and Dauphin County expenses are 125% greater than the fees collected. The fee schedule was last updated in 2009 and should be revisited by the County Planning Commissions. A comparison between fees and staff hourly rates is being reviewed to help in this process.

On the Expense side, there is one thing to note under the County Action Plan (CAP) expenses. They are 37.1% of the expected budget. There is a note at the bottom of the page indicating that a reimbursement over \$650K was received at the end of 2025 and payments were made at the beginning of 2026. The percentage without that payment would be 3.7% for CAP. It also affects the overall total of 16.9%. If you take that payment out, it is 7.5% which is in balance with the budget.

She also reported that expense items that were more than the expected budget are highlighted in the report. The office supplies include toner for the plotter, outside services include an additional fee for the W2s, training includes a Statewide GIS conference that two staff members will be presenting and attending, and computer software and support includes additional costs paid to Mindburn for equipping the new conference room and the accounting software. Miscellaneous expense was budgeted too low so it will continue to be over budget this year. In February, four (4) new office chairs were purchased for staff.

On a motion by Mr. Spandler, seconded by Mr. Kirk, the Financial Statements for January and February 2026 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 CAP reimbursements to the conservation districts, Mindburn Solutions LLC for additional work done to the new conference room, Sheraton Harrisburg Hershey Hotel second and third venue deposit for the Annual lunch, purchasing four (4) new office chairs for staff, Print-O-Stat Inc for plotter ink and payments to consultants for special projects.

On a motion by Ms. Gaiski, seconded by Mr. Graupensperger, the payments for the January and February 2026 expenses were unanimously approved. Copies of the expenses are attached to the file copy of these minutes.

Ms. Myers-Krug noted the sweep account report was provided for informational purposes and compared the total interest earned to date against the fees charged. With the interest rate at 3.00%, the interest earned far exceeded the fees charged to date. This will continue to be monitored.

There was one (1) health reimbursement during January 2026, as well as a transfer to the HRA account from the TCRPC account to replenish it to the budgeted level in February 2026. On a motion by Mr. Spandler, seconded by Ms. Gaiski, the payment for the health reimbursement and account replenishment was unanimously approved.

Other information was provided regarding the Charles Schwab Investment Account, with reference to the performance report provided by Mr. Tomlinson at the beginning of the meeting. The SusqueCycle account information was also provided for informational purposes. SusqueCycle continued to show some revenues over the winter months. The rest of the fleet of bikes will be coming back out shortly.

### INTERGOVERNMENTAL REVIEWS

Mr. Bomberger noted there was one intergovernmental review received. He gave an overview of the project, which was the Susquehanna Township, Wedgewood Hills Park Phase 1a Development – PA DCED Greenways, Trails, Recreation Program. Park upgrades are being done.

On a motion by Mr. Spandler, seconded by Mr. Turner, approval for signature on the consistency letter passed unanimously.

### COMMUNICATIONS

Ms. Myers-Krug shared three communications which included the 2025 Audit Governance and Engagement letters about the annual audit, 2022 Audit – Entity letter (re: federal fund reporting for CAP) was not reported on our audit and subsequent DEP letter indicating that it is not material, and Investment Policy Statement Update speaks about the change in mix of investments to 65/35 and the 7% target return rate that was previously approved.

### REPORTS

Mr. Bomberger highlighted several staff efforts for January and February 2026, including a right to know request was received related to Trindle Road and Locust Point Road Intersection HSIP project; the Sober Ride Home program is wrapping up and staff is still waiting for PennDOT crash data to be able to complete the required post action report; a transportation plan that takes a look the unique needs of the disabled transit community; Dauphin County WREP is moving forward; and, 2027-2030 transportation improvement program (TIP) development. It will be in public review and comment in May, adopted by HATS in June, and take effect October 1.

Ms. Myers-Krug stated the annual audit and single audit for 2025 were performed mid-February, standard engagement and governance letters have been prepared, and a draft report should be available by the next meeting. There is an indication of one finding related to Transportation contracting. A debarment report was to be printed prior to any contract being signed. Access to the website was denied so the auditor suggested contract wording to deal with this issue. This is not a material issue for the audit but needs to be corrected through future contracting procedures.

Mr. Bomberger noted that the annual report is complete. It is located on the TCRPC website. Also on the website is the new Dauphin County Comprehensive Plan survey which is currently being conducted. He requested that everyone on the Board please participate in the survey.

Mr. Bomberger announced the 60th Anniversary 2026 Annual Luncheon will feature a guest speaker Jill Whitcomb, DEP Deputy Secretary of Water Programs and will be held on May 7.

Details and registration are available on the TCRPC website. The cost has increased from \$10 to \$15 this year.

OTHER BUSINESS

Mr. Kerschner mentioned that the 2026 TCRPC Contact listing was provided on the last page of the agenda packet.

Mr. Bomberger announced that we now have a new transportation planner named Brian Snyder. He came to us from Pike County and has about 10 years of experience. He started in the middle of January. He was involved with county planning but has now switched to a transportation planning focus given his involvement in the NEPA MPO.

Ms. Myers-Krug announced she will be retiring on December 31, 2026. She thanked everyone for their support over the years. Mr. Kerschner thanked her for being an asset to the Commission.

PUBLIC COMMENT

No public comment was provided.

ADJOURNMENT

On a motion by Mr. Turner, seconded by Mr. Kirk, the meeting was adjourned at 4:28 p.m.

The next meeting is scheduled for  
**Thursday, May 28, 2026 at 3:30 p.m.**  
TCRPC Office, 320 Market Street, Suite 301E and remotely

Respectfully submitted,

*Robert Spandler*

Robert Spandler  
Secretary