

**South Central Assembly for Effective Governance  
Minutes of the Board of Directors Meeting**

July, 18, 2007

Room 101, Campus Union Building  
Penn State Capital Campus, Middletown

Officers:

- [p] Honorable Stephen Reed
- [p] Honorable Nancy Besch
- [ ] Honorable John Brenner
- [p] Steven Peterson
- [p] Honorable R. Glenn Snyder
- [p] Honorable Jo Ellen Litz

Members

- [p] Honorable Robert Anspach\*\*
- [ ] Honorable Bruce Barclay
- [p] Mark Berg
- [e] Daniel Betancourt
- [p] Harrison Bink
- [e] John Bradley
- [e] Gail D'Angelo
- [p] Honorable Nick DiFrancesco\*\*\*
- [e] Honorable G. Warren Elliott
- [ ] Michael Fesen
- [ ] Honorable Mauree Gingrich
- [ ] Honorable Richard Gray
- [p] Barbara Groce
- [p] Francis B Haas, Esq.
- [ ] Prof. Irving Hand
- [e] Honorable Molly Henderson
- [p] Roger T. Karsnitz, Sr.
- [p] George Klaus, Jr.<sup>1</sup>
- [p] Raymond Klein
- [e] Julie Lalo<sup>2</sup>
- [p] Joe McCarthy
- [e] Honorable Lori Mitrick
- [e] Russ Montgomery
- [e] Penny Myers
- [e] Susan Parry<sup>3</sup>
- [e] Honorable Cheryl Plummer

- [p] Stephen Powell
- [e] George Rettew
- [e] Rusty Shunk
- [p] Steve Snell
- [ ] Honorable Ted Streeter
- [ ] Honorable Michael Sturla
- [e] Honorable. Rose Marie Swanger
- [ ] Honorable William Troxell
- [e] James Turner, Esq.
- [e] Boyd Wolff
- [ ] Lori Yeich
- [e] Merrill Yohe
- [p] Sherri Zimmerman

\*\*\*\*\*

Representing Board members:

\*\* Melissa Quinones

\*\*\* Skip Memmi

.....

Others Attending:

Michael Behney

Doug Price

Craig Zumbrun (Executive Director)

Stephen Scanlon (Staff)

Attendance Key:

e- excused absence (prior contact)

p - present

t- participate by telephone

---

1 Ex Officio USDA

2 Ex Officio 10,000 Friends of PA

3 Ex Officio RC&D

### **Call to Order**

The Chair called the meeting to order at 3:10 p.m.

### **Minutes**

Motion by Mr. Karsnitz:

<b>Approve the minutes of the April 18 Board meeting.</b>
---

Seconded by Ms. Lutz

Discussion: none

Vote on motion: **Unanimous approval**

### **Executive Director's Report:**

- 1) Most of the Assembly's focus for the past two months has been directed to the Adams County housing study. Interviews and the housing conditions survey are finished and a first draft will be presented in early August.
- 2) The task force working on the amended by-laws has been in touch by e-mail and phone. The amendments should be carefully considered in this time of transition.
- 3) At the last board meeting I was asked to discuss with 10,000 Friends of Pennsylvania the potential of the Assembly working as a regional intermediary for them. Our board member, Julie Lalo, is interim President; however she stated that we will need to wait to see who is selected as the new President and then discuss the topic with that person. [Mayor Reed inserted that June Schwanger is the new Executive Director.]
- 4) Dr. Klein has asked me to prepare suggestions for contract work that we might offer to do for the region's local governments, especially the four cities. The following are examples of services that might be provided:
  - a) HOUSING: Housing needs assessments, special needs assessments, rental housing development opportunities, property rehabilitation recommendations, support to local and county comprehensive plans' Housing Elements.
  - b) CODES Review and assessment of local codes and ordinances enforcement, effectiveness, and related matters relevant to housing and planning services delivery.
  - c) Main Street and Elm Street advisory and technical support.
  - d) Human Services and Social Services review and analysis, technical support to housing with services.
- 5) Financial Matters: Working with Aaron Grumbling on completion of our financial review. Because we had such an erratic year, the reviewers required us to answer each line item account.

### **Committee reports:**

None

## **Fall summit:**

Mr. Klaus indicated that the Fall Summit will garner greater support if the approach addresses the function of local government rather than consolidation. It would celebrate the 10 years of the South Central Assembly and focus on realistic forms of local intergovernmental cooperation.

Chairman Reed emphasized the importance of having people that hold purse strings learn about economies of scale through intergovernmental cooperation. Services may be gained at lower expense and new services obtained that might not otherwise be possible. The Assembly needs to be prepared for on the spot for implementation and planning. We need to come out of the conference with action.

Mr. Klaus presented a \$50,000 budget, half of which would be provided through DCED. \$25,000 will need to be made up of matching funds or in-kind contributions. DCED is willing to have a representative serve on a summit advisory committee.

Chairman Reed indicated that there is a need for letters of general support from borough, city and township officials as well as company presidents and association officers stating that the conference is needed at this time. These letters should indicate that their staff and neighboring governing bodies will be encouraged to attend. Accompanying pledges of funds would not be necessary at this time. However, there should be fundraising soon. Chairman Reed recommends filing the budget immediately with the state as its budget was just passed.

A dedicated part time event planner will be necessary. Because the Assembly does not have that staffing currently someone else will need to be employed. Chairman Reed pledged \$5,000 from the City of Harrisburg toward start-up costs as a match toward the state's \$5,000. He further indicated that the City will front the \$5,000 state portion until it could be reimbursed.

Misters Berg, Bink, Klaus and Peterson will continue act as summit planners. Ms. Zimmerman was added to the committee. Mr. Brenner will be asked to participate. Mr. Bradley will no longer be involved due to his relocation to Florida.

The summit is proposed to be held during the first half of November at a college campus or a hotel. It should be a two day event with a draw of over 150 participants. Ms. Besch advised that there is a competing conference on November 6 that could pose a conflict.

Co-sponsors will be sought. In addition to participants from local governments, representatives of the Governor's Center, state officials, academics and engineering and codes firms will be invited. There should be sponsor and vendor booths. One or two field trips should highlight examples of regional government cooperation.

Sponsors should include: Bink Partnership, construction management and construction companies, architectural planning and engineering firms, developers, utility companies and regional banks. Misters Bink and Klaus should feel free to send invitations and to ask other board member to cosign to encourage sponsorship. They should prepare a template that shows how small municipalities benefitted from cooperation and how others might emulate those successes. It should indicate that the Assembly is prepared to help with the process. Mr. Reed expressed that this conference will make or break the South Central Assembly. It needs to conclude with an action research and action plan for new and positive services.

Mr. Klaus concluded with the following task list. The summit committee needs to hire a conference coordinator. It needs to file an application for state funds. All board members need to refer names of potentially interested individuals and businesses to the Assembly.

Mr. Klaus further noted that small municipalities will be the most important to impress. These include the growing suburbs. The conference needs to be promoted under concept of addressing efficiencies to lower costs.

**Bylaws:**

A by-laws review was lead by Ms. Zimmerman, representing the by-laws task force. Additional changes were made. See attached amended by-laws.

Mr. Berg made the motion:

**Approve the South Central Assembly By-laws as amended and give the task force authority to address issues that are of a non-material nature.**

Seconded by Mr. Klaus

Discussion: none

Vote on motion: **Unanimous approval**

**New Business:**

Mr. Bink shared that Buxton is forming a code advisory council. AIA is lobbying for membership on board. SCA may be interested in participating on this code advisory board. No slot currently exists. Currently code review officials and members of the building industry are on the board.

Motion by Mr. Karsnitz:

**Harrison Bink will be the Assembly's nominee to the Buxton .**

Seconded by Ms. Lutz

Vote on Motion: **Unanimous approval**

Mr. Bink was requested to provide contact information for Mayor Reed to send a letter on the Assembly's behalf.

**Motion to adjourn by Ms. Groce, seconded by Mr. Snell.**

Vote on motion: **Unanimous approval**

Meeting adjourned 4:50 p.m.

Next meeting date:

Educational Activities Building 101 (EAB 101) Sept 19, 2007 at 3:00

*Minutes prepared by Assembly staff*