

DRAFT
Minutes of Spring PACOG Board of Delegates Meeting
April 21, 2011
Centre Region COG Building, State College, PA

Officers In Attendance

Larry Googins – President, Beaver County Regional COG
Jim Steff – 1st Vice President, Centre Region COG
Royce Lorentz – 2nd Vice President, Butler County COG
Ron Reeder – 3rd Vice President, Western Cumberland COG

Delegates In Attendance

Kent Gardner – Lancaster Inter-Municipal Committee
Bud Graham – Centre Region COG
Ann Simonetti – Capital Region & Perry County COGs
Tom Tulip – Mercer County Regional COG

Alternate Delegates In Attendance

John Palyo – Twin Rivers COG

Administrative Staff In Attendance

Linda Costa, Executive Director PACOG

Others In Attendance

Alan Kugler – PACOG Consultant

I. Call To Order/Pledge to the Flag/President's Welcome

President Larry Googins called the meeting to order at 10:10 AM. Jim Steff provided an invocation and led the Pledge of Allegiance to the flag. President Googins welcomed everyone, circulated a sign-in sheet and introductions were made.

II. Review and Approval of PACOG Meeting Minutes

◆ *Motion by Tom Tulip, Mercer County Regional COG, to adopt the minutes of the September 10, 2010 PACOG Board of Delegates Meeting. The motion was seconded by Jim Steff, Centre Region COG, and passed unanimously.*

A request was made to circulate the meeting minutes sooner.

III. Upcoming PACOG 3rd Vice President Office

President Googins appointed a Nominating Committee, as required by the bylaws, consisting of Ann Simonetti, Ron Reeder and John Palyo.

Linda Costa will mail out an announcement and solicitation for 3rd Vice President Candidates at least 60 days before the next Conference.

IV. Executive Director's Report

Ms. Costa mentioned that the annual DCED Local Government Day Luncheon was held April 15, 2011 and that Tom Tulip from Mercer County COG was the PACOG Individual Award winner. She thanked him for his service to COGs and PACOG.

2011 Membership Update: Linda Costa referred to the 2011 PACOG membership status sheets. Renewal responses were due by April 15. It was noted that there were 11 new Associate Members and that Tom Tulip was instrumental in obtaining at least 2 of those new members. A suggestion to again include the non-PACOG COGs on the list was made. Ms. Costa will email an edited sheet showing them.

Budgets: End of year 2010 financials and actuals as of March 2011 were presented. As requested, on the March 2011 financials budget column, the projected net income loss of \$11,650 was notated to show the amount would be covered by cash reserves.

PACOG 2009 Audit: There was an audit finding that the SMS grant monies should have been maintained in a separate account. This was not done, since it was only \$3,500. Per DCED, this will be acceptable provided that when the contract expires after June 20, 2011 PACOG asks the bank to compute the interest and repay any monies due to DCED. If the interest earned was under \$50.00 it does not need to be returned.

V. PACOG Administrative Services Contract for 2012 and Future

Currently, PACOG has a one year contract with PSAB through the end of 2011 at a fee of \$22,000. Linda Costa stated that a majority of her work is planning the conference followed by issuing the newsletter. Scaling back on the conference was discussed. The concern is that PACOG is depleting its cash reserves. No action was finalized for a recommendation on the 2012 contract.

There was discussion on whether or not the PSAB contract includes a yearly fee for website maintenance. Linda will investigate. (Note: PSAB contract does include a yearly website fee. A credit of \$1,037 will be applied to the next invoice to cover the years 2006-2010 when the yearly website fee was erroneously paid.)

VI. Update on PACOG Strategic Plan & Website

A report on the current status of the PACOG strategic plan, website and grant was shared. Mr. Kugler went online and showed the current website.

Numerous website additions will be coordinated and made before the grant expires in June 2011:

- Count the number of website “hits” and post it
- Add words such as “ Are you one of the 25,000 persons viewing this website?”
- Make it interactive
- Add Intergovernmental Cooperation From A to Z List of projects; identify by COG
- Add COG Updates and News
- Update DCED link www.newpa.com to html
- Include meeting minutes, future meeting agendas, cancellations, etc.

Alan stated he needs about 5 hours at \$75/hour to work on preparing items to update the website. There is money remaining from the grant for Alan’s work and for Mike Vandling (IT person) to implement the changes.

It was suggested that PACOG members be sent emails when items have been posted on the website.

VII. 2011 Conference

Much discussion ensued regarding the future growth of PACOG and future conferences. A one-day retreat type conference, having a local COG host and plan the conference were discussed. Having the conference during the week was also mentioned.

- New Conference Attendees Discount: None will be offered in 2011.
- Multiple COG Attendees Discount: In 2011, 2nd and subsequent members from the same COG will be offered a \$50 discount on the conference registration fee.
- As always, conference invitations will be sent to Governor Corbett and Lt. Governor Cawley.
- The other associations – PSAB, PSATS, CCAP, and PLCM – were invited last year to be part of our Shanksville/conference in 2011 and they will be asked to speak at our conference again this year.
- Vendor/exhibitor prices will remain at \$250 member, \$350 non-member even though vendors will only be exhibiting one day.
- Incorporate the price for renting a bus to visit Shanksville into the registration fee. Ask on the registration form if delegates will/will not be using the bus.

Selected topics for the Conference Sessions:

- Marketing Your COG
- Healthcare – UPMC western PA, Benecon eastern PA
- Rich Hudic, DCED Exec. Deputy Secty
- Emergency Mgmt Coordination – Bob Full, Allegheny Cty
- Stormwater mgt/flood plains
- Recycling and trash collection

A 2011 PACOG Annual Conference Possible Schedule, distributed by Linda Costa, was discussed. Sessions will be held on Saturday and after the banquet dinner, a guest such as the Shanksville Fire Chief or a family member from Flight 93 will speak, in lieu of “entertainment.” Attendees will have the opportunity on Sunday to take a round trip bus ride from Seven Springs to Shanksville for the Memorial Service of Flight 93.

VIII. Other Business

- Handout from Jim Cortazzo on “billboard blight” was distributed.
- Handout from Royce Lorentz on “Suggested PACOG Statements of Guidance” was distributed.
- Jim Steff, Centre Region COG, briefly described his COG’s latest success – the creation of 3 regional parks, a project that was 10 years in the making.
- Kent Gardner will send a sample COG resolution objecting to the cutting of CDBG funds, to be posted on the website.

The next meeting is scheduled for Friday, June 10 at Centre Region COG.

IX. Adjournment

The meeting was adjourned at 2:30 PM.

Respectfully Submitted,
Linda Costa
PACOG Executive Director