



American Public Works Association Central Pennsylvania Chapter

MINUTES

Executive Board

Friday, January 20, 2023 @ 11:30 am
Macaroni Grill, Harrisburg

Call to Order: Elizabeth Cheeseman, President-Elect, called the meeting to order at 11:30am.
Zoom Attendance

Pledge of Allegiance to the Flag: Elizabeth led the group with a pledge of allegiance to the flag.

Board members present in person

George Schwarz
David Modricker
Jeremy Miller
Charlie Jones
Jim Phipps
Jim Close
Elizabeth Cheeseman
Jon Murray
Adam Hayducek
Maria White
Blair Prough
Don Bortner
Bill Miller

Board members present via ZOOM

none

Organizational Business:

- A. Affirmation of Slate of Officers: David Modricker read aloud the slate of officers for 2023.
- B. Appointments to Standing Committees: Elizabeth Cheeseman appointed the following individuals to chair the following committees for 2023:
 - a. Audit - Ron Jones and Jim Close
 - b. Nominating - George Schwarz, Jeremy Miller, and Deb Hoag
 - c. Awards (PACE) - Jeremy Miller
 - d. By-laws - David Modricker
 - e. Diversity - Elizabeth Cheeseman and Deb Hoag
 - f. Education - Jeremy Miller
 - g. Government & Professional Relations - Jim Phipps
 - h. Membership – Maria White
 - i. Newsletter and Outreach - Ryan Scanlan
- C. Appointments to Technical Committees: Elizabeth Cheeseman appointed the following individuals to chair the following committees for 2023:
 - a) May membership meeting – Ryan Scanlan

- b) 2023 Symposium – Kay Dohm and Elizabeth Cheeseman
- c) Annual Membership Meeting – Sherri Chipppo
- d) STIC liaison – Ron Seybert

D. Appointment to STIC: see above

E. Affirmation of 2023 meeting dates: David Modricker reviewed the meeting dates and times listed below as discussed at the November 2022 business meeting.

- January 20
- February 17
- March 17
- April 21
- May (skip due to membership meeting, venue to be announced)
- June 16
- July (skip, busy time of year for work and vacations)
- August 18
- September (skip due to symposium)
- October 20
- November 4
- December (skip)

A discussion ensued regarding the room fee being charged at the Colonial Golf and Tennis Club. A consensus was reached that George Schwarz and Jim Close and perhaps others local to the Harrisburg Area, investigate other venues for our APWA Central Pa Executive Board meetings. This will be a topic of discussion at the February meeting. At the suggestion of George Schwarz and concurrence of the President-Elect and with no objections, the February Executive meeting will be held at the Enola Sportsman’s Association, 290 Pine Hill Road, East Pennsboro Township, PA, 17025. It was also decided that the November meeting would be held on November 4, 2023.

Approval of Minutes for November 2022 executive meeting and November 2022 membership mtg: **A motion was made by Jim Phipps to approve the minutes. A second was provided by Maria White. The vote in favor was unanimous.**

Treasurers Report(s) Jeremy Miller provided written Treasurer’s Reports for the months of November and December of 2022. Jeremy then provided a verbal summary of account balances for the months of November and December, noting outstanding obligations. Jeremy inquired if the Board was interested in placing any funds in a Certificate of Deposit that would yield a higher interest rate. The group requested Jeremy to investigate the idea and discuss further at the February meeting. Below find an account summary for the months of Nov. and Dec., 2022.

November	
Saving Account:	\$21,498.85
Checking Account:	<u>\$ 7,494.28</u>
Total:	\$28,993.13

December	
Saving Account:	\$21,507.07
Checking Account:	<u>\$10,128.28</u>
Total:	\$31,635.35

A motion was made by Jim Phipps to approve the Treasurer’s reports for November and December of 2022. A second was provided by George Schwarz. The vote in favor was unanimous.

Council of Chapters Representative's Report: A verbal report was provided by Charlie Jones. The Council meeting is/was moved to December. An update on some APWA National initiatives was provided. A Chapter can have their web page managed through National via a consultant for a fee of approximately \$5,000. Region II met with Region I. There are monthly chapter leadership meetings available on-line. Elizabeth noted National's desire for Chapters to utilize the same centralized large bank. The use of QuickBooks is under study.

Old Business: Nothing to report (NTR).

New Business:

- a) Resignation of Justin Szurgot: Elizabeth noted written correspondence whereby Justin Szurgot provided his resignation from the Executive Board effective December 31, 2022. **George Schwarz made a motion to accept the resignation of Justin Szurgot. A second to the motion was provided by Maria White. The vote was 11 in favor and 1 opposed** (George, a friendly gesture as he did not want to see Justin leave). **A motion was made by Maria White and seconded by Jeremy Miller to appoint Blair Prough to the Executive Board. The motion passed unanimously.** Blair's term is one year through 2023.
- b) Chapter Socials: Elizabeth led a discussion regarding several topics including planning meetings, socials, onboarding new members, training, scholarships, and branch events. Jeremy noted past interest in pesticide classes and a confined space class. There was discussion regarding target audiences for training. The group discussed the benefits of partnering with LTAP or PA One Call for training or events. The Lancaster branch has been hosting flagger training. Elizabeth noted the various certifications available through APWA. David Modricker noted he is considering applying for accreditation of the Ferguson Township Public Works Department within the next 2 years. Click, listen, learn training was discussed. A possible Chapter rodeo was discussed. The group decided to start a new committee "Chapter Socials" which will investigate the opportunities for social events and perhaps a rodeo. Blaire volunteered to chair the new committee with assistance from Maria, Jeremy, Ryan, and Elizabeth. Maria suggested there may be 2 such social events for 2023.
- c) Corporate sponsorships, scholarships: The Board discussed the merits and disadvantages of providing scholarships and sponsorships to both promote the public works profession and to encourage new membership into APWA. **A motion was made by Jeremy that the Chapter provide funding for up to 10 each first year APWA memberships a year, to include Executive Board members, where the membership is not paid by the employer, and the applicant submits a written request to the Board, with any such further rules or guidelines that may be developed by the Membership Committee. A second to the motion was provided by George Schwarz. The motion passed unanimously.**
- d) Jim Phipps requested an updated list of contact information for Executive Board members.
- e) December 2022 Kansas City Leadership Trip – Elizabeth provided a summary of the training, noting it was very worthwhile, and provided a handout titled "Chapter Leaders' Announcements".
- f) APWA National Membership: Elizabeth led a discussion regarding the requirement for Branch members to be members of APWA National. Some Board members took a different position. David Modricker noted that President Ryan Scanlan received feedback from APWA National when National received our list of Chapter Executives and Branch Officials and noted that some on the list were not APWA members. David Modricker noted that to be an official APWA member, you must pay National APWA dues. There was discussion of declining interest at the Branch level for persons to serve in a leadership position.

Standing Committees

- a. Audit - Ron Jones needs to do the 2022 audit
- b. Nominating - NTR

- c. Awards (PACE) – A PACE award was dropped at the symposium and may or not be able to be replaced since the award is no longer made in that form since 2019.
- d. By-laws - David Modricker noted the by-laws are available in paper or electronic for those interested.
- e. Diversity - NTR
- f. Education - Jeremy Miller will develop a training schedule which may include confined space training and flagger training.
- g. Government & Professional Relations - Jim Phipps provided a written report.
- h. Membership – Maria White will bring a report to the next meeting.
- i. Newsletter and Outreach - Ryan Scanlan will produce 2 newsletters a year. The next newsletter will be released in April. Send newsworthy information to Ryan.

Technical and other Reports

- e) May membership meeting – Ryan will coordinate the May membership meeting with a trip to Penn State Engineering Buildings and other attractions.
- f) 2023 Symposium – NTR
- g) Annual Membership Meeting – NTR
- h) STIC liason – NTR

Branch Reports:

Lancaster: Charlie Jones noted the branch may fold. The informal Berks Public Works group may encompass any defunct Lancaster Branch.

Capital: Jon Murray noted the next branch meeting is February 8th at HIA.

York: Barry Myers provided a written schedule of draft 2023 branch meetings and events.

Next Meeting: Feb 17th at Enola Sportsman’s Club

Other Business: George noted appreciation for the good turnout for this meeting. Maria noted that she is not available for APWA events the day before, of, or after the PA One Call events on May 16, May 18, June 15, August 10, September 14th.

Adjournment: With no further business, the President-Elect, Elizabeth Cheeseman adjourned the meeting at 1:51pm.



David J. Modricker
Secretary, APWA Central Pa Chapter