



American Public Works Association Central Pennsylvania Chapter

MINUTES

Executive Board

Friday, March 15, 2024 @ 11:30 am

Wertzville Diner (formerly Enola Family Restaurant)

743 Wertzville Rd, East Pennsboro Township (Enola), PA 17025

And

Microsoft Teams meeting

Join on your computer, mobile app or room device

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Meeting ID: 417 251 783 415

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[+1 347-918-4875,,215838447#](#) United States, New York City

Phone Conference ID: 215 838 447#

Call to Order: Elizabeth Cheeseman called the meeting to order at 11:40 am.

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

Roll Call:

The following were in attendance remotely via Zoom:

Deb Hoag

David Modricker

Maria White

The following were in attendance in person:

Elizabeth Cheeseman

Ryan Scanlan

Kay Dohm

Jeremy Spicher

Jim Close

Sherri Chipppo

Charlie Jones

Jim Phipps

George Schwarz

Approval of Minutes for February 2024 executive meeting. **A motion was made by Charlie Jones to approve the February minutes. A second was provided by Jeremy Spicher. The vote in favor was unanimous.**

Treasurers Report(s): Jeremy Spicher handed out the Treasurer's report for February and handed out a new form for reimbursement. The Treasurer's report was reviewed, and outstanding obligations

were noted. **A motion was made by Sherri Chippo to approve the Treasurer's report. A second was provided by Jim Phipps. The vote in favor was unanimously approved.**

Monthly account balances are summarized below:

February	
12 mo CD	\$10,033.07
13 mo CD	\$ 5,151.14
Savings	\$12,601.23
Checking	<u>\$ 2,471.18</u>
TOTAL	\$30,256.62

Council of Chapters Representative's Report: Sherri Chippo reviewed her notes from the Region 1/Region 2 Winter Meeting. The notes were sent to the group via email. Highlights include:

- APWA Structure & Regional Director Reports
 - Website/AMS Update
 - How to Start a Public Works Awareness Committee
 - How to Involve O&M Staff
 - 2023-2026 Strategic Plan Update
 - 2023-2026 Strategic Plan Update
 - APWA CoC and Chapter Leaders Winter Meeting
- Elizabeth attended the Winter Meeting and provided input.

Old Business: NTR

New Business:

- a. Scholarship discussion: Ryan Scanlan reached out to the Central Pennsylvania Institute of Technology (CPI). There is a way to provide a scholarship. A typical scholarship would be between \$500 and \$1000. Elizabeth noted the chapter gets \$900 back from National based on our membership fees. The group discussed sharing the scholarship cost with a sponsor. Ryan will get some additional information and report back to the group.
- b. Jim Phipps noted he is the chapter photographer. He asked if the chapter would reimburse him \$130 for batteries for his camera and up to \$100 for a hard drive to store chapter photographs. **A motion was made by Ryan Scanlan to reimburse Jim Phipps \$130 for batteries for his camera and up to \$100 for a hard drive to store chapter photographs.** Kay requested Jim Phipps be available to take pictures for some branch events for Capitol and Lancaster. Elizabeth noted some photos can be taken by others also if Jim is not available. **A second was provided by Sherri Chippo. The vote in favor was unanimous.**

Standing Committees

- a. Audit (2 members) Ron Jones plus Jim Close - NTR
- b. Nominating (3 members) Ryan Scanlan plus George Schwarz and Jeremy Miller - NTR
- c. Awards
 1. (PACE) – application was submitted by Jeremy Miller
 2. Membership meeting awards Kay Dohm plus Sherri Chippo - NTR
 3. Other National Awards – a bridge project was submitted by Jason Snyder
- d. By-laws David Modricker - NTR
- e. Diversity Elizabeth Cheeseman plus Deb Hoag – NTR. Liz awaiting some follow up from National.
- f. Education Jeremy Miller NTR

g. Government & professional relations Jim Phipps – It was noted that a 2024 sample proclamation from National is on the National website. Jim suggested something in the newsletter. Elizabeth suggested that public works be defined as a first responder in the Pennsylvania legislature. Much discussion ensued. Sherri will follow up.

h. Membership - Maria White does not have access to Fonteva so cannot access the list of members.

i. Newsletter and Outreach - Ryan Scanlan is composing the newsletter.

j. Chapter Socials - Maria White reported on behalf of Blaire Prough – The first planned social event is attending a Senator’s baseball game on May 18, 2024. She suggested that the Chapter pay \$6/person for a hot dog, chips, and a drink. Attendees would pay for parking and tickets. 40 people are anticipated. Discussed “bring a friend” event. Maria requested approval of \$250 for the Chapter social committee to spend to keep moving the social forward and work out details. **A motion was made by Jim Phipps to spend \$6/person for up to 50 people. A second was provided by Jim Close. The vote in favor was unanimous.**

k. Young Professional - Maria reported on a Sept 14th event planned for Knoebels suggesting a \$250 deposit, expecting 50 guests minimum, and a cost of \$12/person. **Charlie made a motion to spend up to \$250 on the event which was seconded by Sherri.** Discussion ensued. After discussion, **a motion was made by Jim Phipps to table the motion. A second was provided by Charlie. The vote in favor was unanimous.**

Technical and other Reports

- a. May membership meeting – George noted communication on the subject has been difficult. Hershey Park is no longer an option. The Giant Center is a possibility, and the tour would take about 1 to 2 hours. The suggested date is May 22nd. Sherri suggested a tour of the Turnpike Emergency Operations Center. The group discussed other venues which all had problematic issues. Jeremy Spicher will reach out to Bob Gardner about an airport tour. **A motion was made by George Schwarz that the membership meeting include a tour of HIA and the PA Turnpike Center and that the Chapter cover the reasonable cost for lunch. A second was provided by Jim Phipps. The vote in favor was unanimous.** Jeremy will work on a brochure to provide to Ryan. George will investigate a tour of either the FBI academy or the State Police academy on May 21, 2025.
- b. 2024 Symposium – Kay reported that there is still no location for the event, and she is pursuing other venues.
- b. Annual Membership Meeting – Nov 23rd at the West Shore Elks.
- c. STIC liaison – NTR.

Branch Reports:

Lancaster - Kay noted that the March 21st flagger training class is full. A meeting will be held April 18th to discuss the golf outing on August 22nd. A Feb 15th winter maintenance meeting had 40 attendees.

Capital - Jeremy Spicher noted the golf outing is next big event on June 20th. Jim Close stated that the next meeting is on April 10th and a PennDOT Maintenance Manager is the speaker.

York - Kay reported that there will be a March 27th pesticide class. On May 10th a golf outing is planned at Briarwood.

Next Meeting: April 19th at 11:30am at Wertzville Diner.

Other Business: NTR

Adjournment: With no further business the President adjourned the meeting at 1:36 pm