



American Public Works Association Central Pennsylvania Chapter

MINUTES

Executive Board

Friday, October 17, 2025

Wertzville Diner, 743 Wertzville Road, Enola, PA 17025

and

Microsoft Teams meeting

Call to Order: Maria White, President, called the meeting to order at 11:40 am.

Pledge of Allegiance

Board members present:

Maria White, Blaire Prough, Jeremy Spicher, Jim Phipps (2025), Kay Dohm (2025), Bob Gardner (2025), Robin Kohler (2026), George Schwarz (2026), Ron Jones (2027), Charlie Jones (2027), Don Bortner (York Branch)

Board members present via Teams:

Liz Cheeseman, Jeremy Miller, Aaron Rugh (2025)

Meeting Minutes:

August 2025 Executive Board Meeting Minutes were distributed for review.

Correction to add Charlie Jones:

Motion to approve: Jim Phipps

Seconded by: Blaire Prough

Discussion: None

Motion carried

Treasurer's Report(s):

Jeremy Spicher reviewed the August and September 2025 reports.

Motion to approve: Bob Gardner

Seconded by: George Schwarz

Discussion: None

Motion carried

Council of Chapters Representative's Report:

Not much to report from the last meeting – insurance is an issue due to “rodeo” functions

YP initiatives are being pushed – free access to PWX - each chapter will have an opportunity to send someone to the annual event

The Director's meeting is being held in Washington, DC

Winter meeting in Montreal, Canada (Jeremy Miller will have his expenses covered as the Delegate), anyone else is at their own expense

A Bill in committee to consider public works professionals as first responders

Teresa Haan is retiring, and her responsibilities are being broken out into two positions moving forward

Old Business:

Flagger training is still pending – the idea is to have a trainer from each branch certified, but let's consider one branch at a time and work on building out the program after the first one is done

At this time, the Capital Branch doesn't have anyone available for the training position

Branch Reports:

Lancaster: PennDOT visited the Lancaster Branch at their last meeting. The Weather Outlook is on December 18.

Capital: Golf outing in October – 34 people and profited about \$2,300. PSP event on rigging in October. Weather Outlook in December. The branch is looking for new members and officers.

York: October 9 is the Terrorism Awareness meeting, November 13 is flagger training at York Township, and December 11 is the Winter Outlook meeting.

New Business:

National Public Works Professionals Day is October 28 – a press release was summarized
Speed Act – Jim has an email from National – Chapter President is to sign the letter provisions that address – reasonable/foreseeable actions to streamline requirements

- Motion to approve: Jim Phipps
- Seconded by: Blaire Prough
- Discussion: None
- Motion carried

America 250 Resolution citing that the APWA Central PA Chapter endorses the America 250 PA initiative and its mission to educate, preserve, innovate, and celebrate the rich history and diversity of Pennsylvania

- Motion to approve: Jim Phipps
- Seconded by: George Schwarz
- Discussion: None
- Motion carried

PWX final travel expenses – Jeremy S. apologized to the group for the late notice and for not sharing that he had made arrangements to be the alternate delegate. Maria asked what the final expenses were for them to be in attendance.

Jeremy Miller is requesting about \$450 in reimbursement

Jeremy Spicher is requesting about \$1200

The two will be reimbursed for expenses up to \$950 each based on the approved motion in August, and the remaining expenses will be addressed once we receive receipts and get a better understanding of the excessive overage

The emails from National associated with the President, Treasurer, Admin, and Delegate will be maintained through National – Maria will coordinate these assignments.

Next year's board meeting dates: Jan 16, Feb 20, Mar 20, Apr 17, May is skipped, June 19, July is skipped, Aug 21, Sept is skipped, Oct 16, Nov to be determined for annual dinner, and Dec is skipped.

Standing Committees:

Audit: 2024 Audit is complete; 2025 Audit is to be completed by next week.

Nominating: Recommendations for President-Elect include Neil Stolzfus and Robin Kohler
Secretary nomination is Maria White

Awards: Things are happening.

Bylaws: The bylaws will be distributed to the board when a few more details are worked out, and the board will discuss them at a future meeting.

Membership Engagement: No update.

Education: No update.

Government & Professional Relations: Request from Marty Williams to send info to our congressmen for their support to fully fund the Water Infrastructure Act. APWA Reporter has an article in there regarding the National Weather Service and reporting on the weather.

Membership: 1 new member this quarter; 18 new members in a group since 1/1/2025; 7 new individual members since 1/1/2025; 1 expired member in the last 90 days; 2 expired groups in the last 90 days. Concern with the validity of the list is still an issue, so the suggestion is to find an old list and compare it to the current list to see if there are any gaps.

Newsletter and Outreach: Blaire has created an app using JotForm, but the concern is getting everyone to update the app on a regular basis. She's targeting the first or second week of November for the newsletter distribution. This year's officers will be listed in this issue.

Social Media: The LinkedIn page is available for everyone to follow.

Chapter Socials: 32 of the 42 registrations attended the Knoebels outing, and one book is available for use next year. Blaire is looking to schedule the event for Sept 12, 2026.

Motion to approve: George Schwarz

Seconded by: Charlie Jones

Discussion: None

Motion carried

Website: Nothing much to report – Robin has access to the site, and Robin and Bob will get together to go over a few things.

Young Professionals: Nothing to report. Maria sent a contact to Aaron to share some ideas. College Chapter is an idea, and pushes public works in the trade schools/vo-tech. PA One Call is looking into sending Aaron to PWX so he can learn about additional tools to support this initiative.

State Transportation Innovation Council (STIC) Liaison: No report.

Technical and Other Reports

Symposium – the budget was shared – six of seven vendors didn't qualify for the \$100.00 discount for being a National member, so this will be monitored closely moving forward.

The total profit is \$5,921.57

The symposium committee wishes to have our own coffee pots as opposed to renting them each year, so the request is to purchase a small coffee pot (24 cups), spending up to \$70, likely from Amazon.

Motion to approve: Kay Dohm

Seconded by: Jim Phipps

Discussion: None

Motion carried

Annual Meeting/Dinner: Blaire is going to send out the notice for the annual dinner. Robin will create name tags for each guest. Check with Neil S. to see if he has someone attending from the legislative

side because Robin is striking out with local and regional legislators due to conflicts with the date. Robin requested a budget to purchase decorations at a cost of up to \$250.00.

Motion to approve: George Schwarz

Seconded by: Jeremy Spicher

Discussion: None

Motion carried

May membership event in 2026 – third Wednesday is typically the date: The suggestion was to stay more local/regional to allow more time to visit at the chosen location versus traveling a long distance. Consider Penn State in 2027 when they have more projects completed. Hershey Park might be an option, and George will reach out to Tom Clark.

With no further business to come before the members, the meeting was adjourned. The next meeting will be held on Saturday, November 15, 2025, at the Kimberly Ann Fahnstock-Volez Memorial VFW Post 7530 (4545 Westport Drive, Mechanicsburg, PA 17055) at 5:00 pm.

Respectfully submitted,

Robin A. Kohler