



American Public Works Association Central Pennsylvania Chapter

MINUTES

Executive Board

Friday, February 13th, 2026

Olive Tree Diner and Grille

743 Wertzville Rd. Enola, PA 17025

In Person and Virtual

Call to Order: Blaire Prough, President, called the meeting to order at 11:32 a.m.

Pledge of Allegiance

Board Members Present:

Blaire Prough (BP), Maria White (MW), Neil Stoltzfus (NS) (Virtual) Ron Jones (RJ), Jim Phipps (JP), Aaron Rugh (AR) (Virtual) , Kay Dohm (KD), Don Bortner (DB), Jeremy Spicher (JS), Jeremy Miller (JM), Liz Cheeseman (LC) (Virtual), Robin Kohler (RK)(Virtual), George Schwarz, Jim Close (JC)

Meeting Minutes:

January 2026 Executive Board Meeting Minutes to include the Bank of America (BoA) information sheet were distributed for review.

Motion to approve: JP

Seconded by: RJ

Discussion: None

Motion carried

Treasurer's Report:

JS has all of the documents ready to be sent in for the year-end report and is having an issue with QuickBooks. He reached out to Jill Wilbeck and Delila Perry to ask if he could have the weekend to send everything.

The annual audit is due September after annual report and Ron Jones signed the Audit for 2025 already.

JS will be reaching out to the branches earlier in 2026 to try and alleviate the delay in the future.

Jeremy Spicher reviewed the January 2026 report.

JANUARY 2026 TREASURER'S REPORT
Central PA Chapter, American Public Works Association

SAVINGS ACCOUNT REPORT

Balance as of	1/1/2026		\$	11,371.90
Income		CD 07 Maturity	\$	10,511.31
		Interest:	\$	3.93
		TOTAL	\$	10,515.24
Expense			\$	-
		TOTAL	\$	-
Balance as of	1/31/2026		\$	21,887.14

CHECKING ACCOUNT REPORT:

Balance as of	1/1/2026			\$6,448.85
Income		Annual Dinner Revenue	\$	999.00
		Interest	\$	0.59
		TOTAL	\$	999.59
Expense		Check #446 Annual Dinner Awards Expenses Reimb. (Maria White)	\$	361.53
			\$	-
		TOTAL	\$	361.53
Balance as of	1/31/2026			\$7,086.91
Outstanding Obligations as of	1/31/2026	Check #447 Knoebels Event Deposit	\$	200.00
		TOTAL		\$7,286.91

SUMMARY

9-Month CD06	\$	10,652.66
Saving Account:	\$	21,887.14
Checking Account:		\$7,086.91
Total:	\$	39,626.71

Motion to approve: JP
 Seconded by: LC
 Discussion:

LC mentioned our chapter should have a budget. JS said he does one for the annual report, that he can share. JS ask if something like stamps should be added to the report? Since not in report this year, we would like to address and do this next year? JS said he could revise this year's budget.

Discussion about when a second signature is needed on a check payment. Decided to follow Nationals \$500 and under okay for one signature. Motion MW Seconded by JM to allow one signature \$500 or under, with paperwork.

Motion Carried.

Council of Chapters:

Jeremy Miller

3rd Tuesday of Every Month – Moment on Public works being first responders. Going through committee. Regional Meeting 4-6 Canada. JM may not be able to go. LC will look at her schedule and see if she can cover if JM cannot go. JM will let her know by end of the day. Did the delegate report get turned in? JM will get delegate report today or this weekend. LC asked if branches have any interest in Cathy Trexler coming to speak to us. Note: Cathy Trexler has worked on accreditation through APWA for Allegheny County. She at one point was willing to help explain any items needed pertaining to getting accreditation if people were interested. LC offered this is something that we could offer our membership. Per LC, Capital Region Water (CRW) is working on accreditation per their asset manager.

Old Business:

Need more discussion on switching the banking to Bank of America (BoA) as requested by National. It is voluntary at this time but may become mandatory in the future. A copy of the benefits was distributed to the Board.

Flagger Training –Robin did a bunch of research and will forward it to NS. From last report, she had forwarded it to JM. KD motioned for NS to take over the flagger training and RK seconded, All Approved Motion Carried.

Liz reached out to APWA Mark Schade with regard to the road show. There is no cost separate budget for the roadshow. LC will reach out to PennDOT. JP motion to proceed MW Second. All approved. Motion Carried.

New Business:

Open Board Position

Discussed and accepted adding Ed Kauffman to the vacancy on the Executive Board. He is also taking over the Education Chair Position.

LC made a motion to place Ed Kauffman in the open Chair position '24-'26. If another opening occurs after that, we can visit at the end of year. Second by JS. Robin had a question if Ed Kauffman may volunteer some of his training but he may have a charge. NS clarified Ed is interested in joining us and helping us as a professional. For 2026, we are already in place and we already voted to pay for the services, so there really isn't any issue for 2026. We will cross the bridge in 2027.

Kay - Memorial and/or Scholarship/APWA Legacy Award and Memorial: Had discussed doing something special like a memorial tree that could travel to shows, annual dinners etc. and be displayed to memorialize members who had passed. Needs further discussion. Here is information from Blaire 2/16/26:

As promised, I'm forwarding this information on. These were the ideas shared after Vance Spicer passed. Kay was discussing this at our meeting on Friday. Just some things to think about prior to next meeting.

From Maria:

I love the idea of an award in memory and having a special mention at the Annual Dinner. At another Association, we started a lit memorial tree (which travels 5 states to our regional forums) with ornaments (stars with names of deceased, however we could do pictures). It could be as simple as below or more elaborate.



Motion Carried.

For the record and prepared by RK:

APWA Legacy of Service Memorial Award

Purpose

The **APWA Legacy of Service Memorial Award** honors the life, dedication, and lasting impact of **Vance Spicer**, whose long-term support and service advanced the mission of APWA. This award ensures his contributions continue to inspire current and future members.

Award Philosophy

Public works is built on service, stewardship, and community impact. This memorial award recognizes an individual whose career and character embody:

- Commitment to public service
- Advocacy for infrastructure and community well-being
- Mentorship and leadership within APWA
- Integrity, collaboration, and professional excellence

Award Description

The **APWA Legacy of Service Memorial Award** is presented annually to an APWA member who exemplifies the values and dedication as demonstrated by **Vance Spicer** for many years.

Recipients reflect the honoree's enduring legacy through:

- Long-standing service in public works or through the promotion of public works

- Active involvement in APWA at the branch and chapter level
 - Leadership that strengthens communities, the profession, and the organization
-

Eligibility Criteria

Nominees should demonstrate:

- A minimum of **5 years** of service in public works, either as a public works professional or a business partner
- Active participation in APWA (committees, leadership, events, mentorship, or advocacy)
- Professional conduct reflecting APWA's core values

Selection Process

- Nominations may be submitted by APWA members, chapters, agencies, or colleagues
 - A selection committee appointed by the APWA chapter or board reviews nominations
 - The award is presented annually if the qualified nominee(s) meet the criteria
-

Award Components

- **Engraved Plaque or Crystal Award**
Includes the recipient's name, the year of award presentation, and the award title (consider including the award citation blurb below, or some version of it to describe the award)
 - **Permanent Recognition**
Legacy bio of Vance Spice on the APWA chapter website, followed by a listing of all award recipients
 - **Ceremonial Presentation**
Presented at the APWA annual meeting
-

Sample Award Citation (for Ceremony or Program)

"In memory of Vance Spice, whose unwavering commitment to public works and the American Public Works Association strengthened communities, inspired colleagues, and set a standard of service that endures. This award honors their legacy by recognizing those who continue their example of leadership, dedication, and excellence."

- Active involvement in APWA at the branch and chapter level
 - Leadership that strengthens communities, the profession, and the organization
-

Sample Award Citation (for Ceremony or Program)

“In memory of Vance Spice, whose unwavering commitment to public works and the American Public Works Association strengthened communities, inspired colleagues, and set a standard of service that endures. This award honors their legacy by recognizing those who continue their example of leadership, dedication, and excellence.”

National Public Works Week (NPWW)

2026 NPWW Theme:

Rooted in Service, Powered by Community

JM will request a proclamation again from National.



NPWW 2026

May 17–23, 2026

This year’s theme “Rooted in Service, Powered by Community” acknowledges that the roots of service run deep in public works. It’s what has propelled public works innovations that have helped our communities evolve into places where people can lead lives of purpose and possibility. Some work—like building roads and bridges—is highly visible, while other public works contributions—like maintaining water and sewer systems—are sometimes hidden from view. Together, these efforts form the foundation of thriving communities, reminding us that every project, seen or unseen, powers the connection between service and the people it supports.

LC provided link: [National Public Works Week \(NPWW\) - American Public Works Association](#)

Branch Reports:

York Branch: DB

**York Branch Report
For February 13 Central Chapter Meeting**

- **Last meeting: Thursday February 12 at Quaker Steak & Lube. 21 Members attended. Presentation on Geographic Information Systems (GIS). Speaker: James Meisenbach – GIS Group Manager with HRG, Inc.**
- **Next Meeting on March 19 – Certification Pesticide Applicator class at York Township – 190 Oak Road – Dallastown, Pa. from 9:00 am – 12:00 pm. Lunch will be provided, followed by our York Branch Meeting. Pre – registration must be made for lunch count.**
- **Also, APWA York Branch Golf Outing is Friday May 8 at Briarwood Golf Course in York, Pa. registration starts at 9:00 am with Shot gun start at 10:00 am. Fliers will be out in next couple of weeks.**

Lancaster Branch: NS

New - Shared services discussion at next meeting. Insurance and contractual discussions in February. Also hosting the flagger training in March 19th and February is the 26th.

Capital Branch: LC

No update at this time.

LC had some nominations. Had a December meeting. Working on a calendar for the year. PennDOT I-83 project to do road shows. Reaching out to Kevin Reader on the I-83 project. JM ask what is road show? Answer: ACEC and ASCE and have a showcase to highlight certain projects of importance Bring political experts together to highlight. I-83 already started MW suggested an idea to contact Larry Ditty who is the manager of relocation for PennDOT. Question: What would the financial responsibility be? Answer: LC will pull some information together. MW asked can we combine with the Spring Trip? Answer: No.

Standing Committees

Chair Plus

A. Audit (2 members)

Ron Jones & Jim Close

2024 complete and 2025 waiting to do
Done everything looks good Ron Jones. Just not in QB.

B. Nominating (3 members)

Maria White, Liz Cheeseman & George Schwarz

Nothing.
Weill get together and talk soon.

C. Awards

Maria White, Liz Cheeseman & Kay Dohm

Reference Notes about APWA Legacy Service Memorial Award under New Business.

BP reported free pins we can order and ordered what we needed to order of 5, 10, 20 and 25 years would like to honor anniversaries and invite them to dinner, no cost. 17 people LC said 15 and above in increments. Still do the pins. Lifetime members. 20 years and retired. On website. \$56 if retired but not lifetime. Look at website for more information. Table from BAP. We all agree good idea and give out free pins just need to discuss who gets a free dinner at our annual meeting.

From MS Chat:

Dues

Note: Prices are effective through December 2026.

Level	Dues
Professional	\$252
Retired*	\$60
Student**	\$33
Never Been a Member***	\$126

Plus chapter dues, where applicable, and appropriate taxes (Canada).

* Retired membership rate is available for members who have at least 10 years of membership, are fully retired from active employment, and are at least 60 years of age.

** Student membership is available to any student enrolled in at least nine credit hours

Life Membership

Life members receive full member benefits. Life membership is available to members who meet any ONE of the following requirements:

- Continuous membership for 30 years.
- Continuous membership for 20 years and age 70 or older.
- Continuous membership for 20 years, age 65 or older, and fully retired from active service for which compensation is received.

D. By-laws

Robin Kohler, Blaire Prough & Maria White

Met and proposed some changes to the bylaws for keeping people in certain positions to align better with National. Tabled until next meeting. The committee made some changes mostly to terms to allow the positions to be filled for 2 or more years and this will be shared at the next meeting.

E. Membership Engagement Committee

Elizabeth Cheeseman & Maria White

Met and talked about a workforce development and career fairs. Mentor at the symposium to reach out to a trade school or college to take them through symposium and meet a whole bunch of people. Reaching out to career link to see if any career fairs. Water/WW Pittsburgh. April 17th. Bring up any trade fares, BIA of Lancaster career day. Overlaps many of our committees, i.e. young professionals, membership.

F. Education

Jeremy Miller

Ed Kauffman, Rettew
Safety Training Manager
Office: 717-516-7487
Cell: 717-760-9168
ed.kauffman@rettew.com

No issue with Training - insurance.- Board agreement on Ed Kaufman from Rettew, Chair and NS is a member and JM is an advisor.

G. Government & Professional Relations

Jim Phipps

APWA recognized as emergency responders
Bill is going in front of the House Local Government Committee Meeting Feb. 4 10 a.m.
H.B. 1485 (Ciresi) – Would amend the Emergency Law Enforcement Personnel Death Benefits Act to provide death benefits for public works employees who die as a result of the performance of their duties.
Step prior to going to the full house for consideration
Alex Tepyakov indicated some changes had been made to the bill:
Expand the proposed death benefit offered for public works employees to include a monthly payment equal to their monthly salary to the surviving spouse or dependent children
Add Coroners to the legislation

H. Membership

Blaire Prough

Total membership- 165
7 New members
2 Expired members

I. Newsletter and Outreach

Blaire Prough

Releasing April 1st need flyers from golf outing or whatever you want in newsletter

J. Social Media

Liz Cheeseman

120 total followers
1 new follower last 30 days
15 page views.

K. Chapter Socials

Blaire Prough

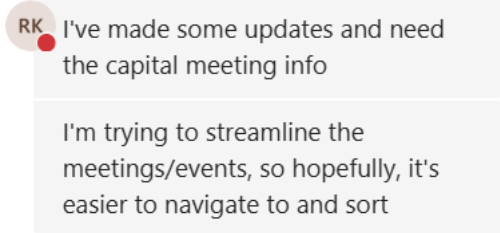
Koebel's 9/12/26 – Pavilion B
\$200 Invoice to be paid, motion made by MW to pay and Seconded by LC, no discussion and motion carried.

Save the date sent out 5 members an 14 additional family members
 JS has the deposit check

L. Website

Robin Kohler & Bob Gardner (assisting)

Robin is keeping the website updated, so please send any updates to her regarding events, board positions, etc.



Comment: The website looks amazing! MW

M. Young Professionals (YP)

Aaron Rugh

Working on reaching out to National YP group and planning to attend the PWX.

Conversation with YP Western Chair. They haven't done a lot. Target Engineering Firms with a younger crowd.

JM said to reach out the National YP for a playbook.

Trade shows, tech schools, interested in doing that.

Look at the Brownfields.

LC provided a link: [Young Professionals Committee – American Public Works Association](#)

Technical and Other Reports

Kay Dohm & Robin Kohler

a) 2026 Symposium

York County Parks as proposed location
 Thursday September 17th.

b) Annual Membership Meeting

Robin Kohler, Maria White & Liz Cheeseman

Most liked location from last year. Need to work around Penn State schedule. CJ will share schedule when available. Lots of discussion on what type of free or discounted registrations for members with 5, 10, 15 & 20 years or more anniversaries. Tabled for next meeting. Mentioned there were 45 registrants for last year's dinner.

c) 2026 May Trip

George Schwarz

Ideas: Penn State Again? Mack Truck Allentown, Caterpillar York. Indian Town Gap, York Water new dam, Raystown, Farm Show Building, Penndot, Capital Region Water. Preliminarily settled on Farm Show Dept of Agriculture. Wednesday May 27th. George Swartz will get details.

d) PA One Call Safety Days

JP will cover York and DB will cover Wilkes Barre



- e) State Transportation Innovation Council (STIC) Liaison
Nothing new to report.

Ron Seybert

Other Business:

APWA have a podcast Now. See latest issue of APWA magazine.

Bill put forward for Emergency Responders. See notes under Government and Professional Relations

Snow conference in Cleveland April 26-29.

MW virtually attended the Chapter Leadership Training on Chapter Services. Added notes:

On www.apwa.org website, click on Chapters – Everything Lives HERE.

Chapter Leader Resources All of the aspects of the board members is found here

Lots of information

Scroll Down

Chapter Leader Announcements Archived

Enhanced Training – where you can see recordings of all of the trainings such as this one.

There is a Chapter Concierge Services – chapterservices@apwa.org

What can Chapter Service do?

Onboard

Recruitment

Chapter Website Info

Help with Edit and creating Marketing Information

Blast our information

Help build events

Chapter Minutes

There are two (2) Fonteva licenses. Currently Blaire Prough and Maria White (Since the meeting we switched to Blaire Prough and Robin Kohler so Robin has more access to update the website)

Email Jill Wilbeck specifically for any questions, on Fonteva, Word Press etc... email Jill Wilbeck Directly. jwilbeck@apwa.org

Fonteva is accessed by your apwa.org password

Word Press is logged into from the chapter website with your apwa.org password

There are 9 Regions lead by 9 Regional Directors

Council of Chapter – 62 delegates

Give all tools including what reports are due

If you click on “Get the Resources” and you get an error, you may not be logged in correctly.

Sample Chapter Administrative Services Agreement – Want us to use their form that is approved by Legal.

They can create a survey however they need to know the questions and other information

Chapter Governance Very important Resource -
Rules Governing Chapters – use this if you want to change your By-laws

Events & Meetings

Fonteva Event Builder Walkthrough

New Chapter Rodeo Form – Much easier than before – 30 days in advance

Email Template Request

Membership – Has the most resources and the most that needs to be updated

Chapter Reporting User Guide Important

Templates for Awards – want us to nominate nationally as well

Workforce – Student Advocacy
PowerPoint you can use to teach school age and tech colleges

Next Meeting:

Discussed moving the meeting location to another site. JS to look into this.*

Motion to Adjourn 1:11 p.m.: RJ

Seconded by: JM

Discussion: None

Motion carried

Respectfully submitted,

Maria A. White
2-20-26

*Next Meeting confirmed for 11:30 a.m. Friday March 20th Marzoni's Address: 4929 Ritter Road Mechanicsburg, PA 17055 (BP resent the invite with new info 2-18-26)