American Public Works Association
Central Pennsylvania Chapter



(Pictured Above: National Public Works Week (NPWW) proclamations Jim Phipps procured from Representatives, Senators and the Governor or PA)

MINUTES
Executive Board
Friday, June 19th, 2026
Marzonis
4925 Ritter Road Mechanicsburg, PA 17055
In Person and Virtual

Call to Order: Blaire Prough, President, called the meeting to order at 1138 a.m.

Pledge of Allegiance

Board Members Present: No Online Attendees

Blaire Prough (BP), Maria White (MW), Bob Gardner (BG), Neil Stoltzfus (NS), Don Bortner (DB), Jim Phipps (JP), Jeremy Spicher (JS), Kay Dohm (KD), Ron Jones (RJ), Charlie Jones (CJ), Liz Cheeseman (LC) and Ed Kauffman (EK), Jeremy Miller (JM)

Note: Robin Kohler (RK) was not in person, however she provided a full report

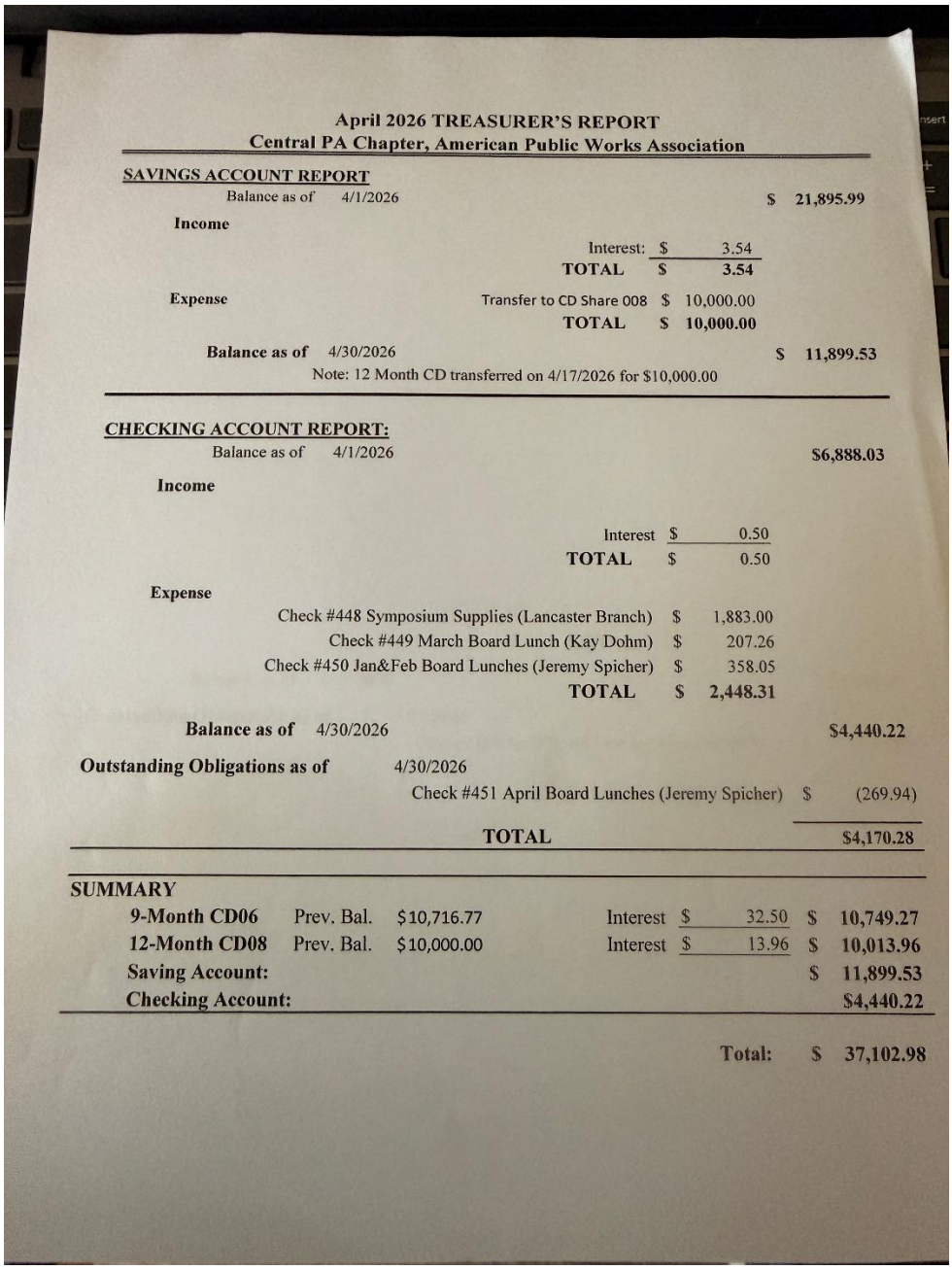
Meeting Minutes:

April 17 2026 Executive Board Meeting Minutes were distributed for review.

Motion to Approve Meeting Minutes JP
Seconded NS
Discussion None
All in Favor
No Opposed
Motion Carried

Treasurer's Report:

JS reviewed April and May bank reconciliations



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

SAVINGS ACCOUNT REPORT

Balance as of 4/1/2026			$ 21,895.99
Income			
	Interest:	$ 3.54	
	TOTAL	**$ 3.54**	
Expense			
	Transfer to CD Share 008	$ 10,000.00	
	TOTAL	**$ 10,000.00**	
Balance as of 4/30/2026			**$ 11,899.53**

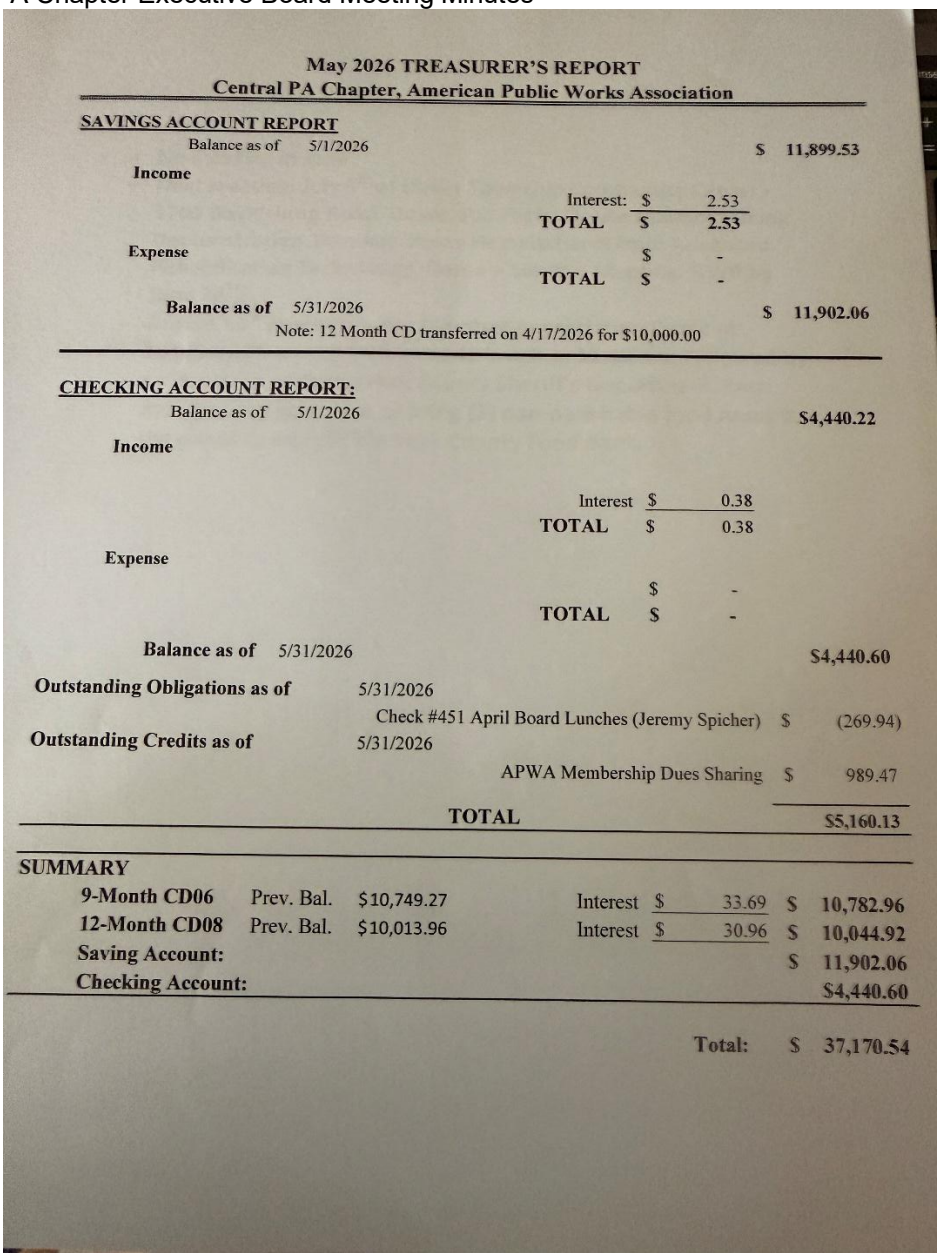
Note: 12 Month CD transferred on 4/17/2026 for $10,000.00

CHECKING ACCOUNT REPORT:

Balance as of 4/1/2026			$6,888.03
Income			
	Interest	$ 0.50	
	TOTAL	$ 0.50	
Expense			
	Check #448 Symposium Supplies (Lancaster Branch)	$ 1,883.00	
	Check #449 March Board Lunch (Kay Dohm)	$ 207.26	
	Check #450 Jan&Feb Board Lunches (Jeremy Spicher)	$ 358.05	
	TOTAL	**$ 2,448.31**	
Balance as of 4/30/2026			$4,440.22
Outstanding Obligations as of 4/30/2026			
	Check #451 April Board Lunches (Jeremy Spicher)		$ (269.94)
	TOTAL		$4,170.28

SUMMARY

9-Month CD06	Prev. Bal.	$10,716.77	Interest $ 32.50	$	10,749.27
12-Month CD08	Prev. Bal.	$10,000.00	Interest $ 13.96	$	10,013.96
Saving Account:				$	11,899.53
Checking Account:					$4,440.22
			Total:	$	37,102.98



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

SAVINGS ACCOUNT REPORT

Balance as of 5/1/2026			$ 11,899.53
Income			
	Interest:	$ 2.53	
	TOTAL	**$ 2.53**	
Expense		$ -	
	TOTAL	**$ -**	
Balance as of 5/31/2026			**$ 11,902.06**

Note: 12 Month CD transferred on 4/17/2026 for $10,000.00

CHECKING ACCOUNT REPORT:

Balance as of 5/1/2026			$4,440.22
Income			
	Interest	$ 0.38	
	TOTAL	$ 0.38	
Expense		$ -	
	TOTAL	**$ -**	
Balance as of 5/31/2026			$4,440.60

Outstanding Obligations as of 5/31/2026		
	Check #451 April Board Lunches (Jeremy Spicher)	$ (269.94)
Outstanding Credits as of 5/31/2026		
	APWA Membership Dues Sharing	$ 989.47
	TOTAL	$5,160.13

SUMMARY

9-Month CD06	Prev. Bal.	$10,749.27	Interest $ 33.69	$	10,782.96
12-Month CD08	Prev. Bal.	$10,013.96	Interest $ 30.96	$	10,044.92
Saving Account:				$	11,902.06
Checking Account:					$4,440.60
			Total:	$	37,170.54

Cannot get debit card
1800 debit card from PSEU – JS has to revisit it.
Whole purpose from the symposium and the limit wouldn't be enough
JS will revisit and PSEU

JS doesn't want to have more work with the debit card as far as workload and tracking.
Will look back at it and report back next meeting

Motion to Approve Treasurer's Report JP
Seconded CJ
Discussion None
All in Favor
No Opposed
Motion Carried

Council of Chapters:

Rooted in Service, Powered by Community
JM will request a proclamation again from National.
Meeting past Tuesday
Looking for topics for the CoC training opportunities cost
Any topics to be discussed in the delegate meetings, please copy JM and copy the group
PWX delegates meetings
5 minutes presentations good things going on in APWA
Looking for presenters for the snow conference
ELA Emerging Leadership Academy July 6th
Dr. Barry is an ambassador for APWA on the national website
Pilot study organizational membership large and midsize going on

Old Business:

EK and NS need to get together and get flag training on the calendar
Want it completed by August sometime per KD

LC - Capital beltway nothing new

LC – Workforce Meeting at Penn State Mark Schade, Shirley Clark Penn State put together through intnl trans engineers – want to track the stem training and what flows into Engineering – Penn State seeing lowered registration into Engineering School. YMCA would be a good way to get people involved.

RK - Bank of America
I asked National about the transition to Bank of America (BOA), specifically noting that York doesn't have a branch nearby (the closest one for me is 30 miles/one hour away in Maryland). They indicated that we could still maintain our local banking institution for cash transactions only, and once the deposits are processed, we can either write a check and utilize the BOA app to do a mobile deposit or set up online bank-to-bank transfers. Depending on the local bank, there might need to be a small amount of funds left in the account at all times to keep it active, but that would vary from institution to institution.

National has requirements for who needs to be a signer on the account, including:

- Chapter accounts must have the signatures of three (3) current Chapter officers and include the signature of the APWA Chief Executive Director.
- Branch accounts must have the signatures of two (2) current Branch officers, a current Chapter officer, and the APWA Chief Executive Director.

Once we're associated with BOA, any events that we receive payments through the website (i.e., the Symposium) will be deposited into the respective account on a weekly basis. For those who don't have BOA accounts, National will issue a paper check monthly to distribute the funds collected. There is an (average) 1.5% fee that is collected by National to help offset the credit card processing fees, but it's much lower than the typical 3% or higher fees if we used Square or another online payment processor to collect funds.

Also, with a BOA account, multiple people within the Chapter or Branch can have access to a credit card, so we don't have to use our personal funds and wait for reimbursement. National can set the limits, and everyone can have a different limit depending on their roles, responsibilities, and spending

requirements. These credit card payments are automatically deducted from the BOA account monthly, so there's no need to worry about missing a payment because we get too busy.

New Business:

Electric vehicles –
Kristen Sable
BP will send it to us

Electric Construction Vehicles
Real world critiques
Possibly at symposium
(BP send to Bill Kiger or Ellen Kiger)

Branch Reports:

Lancaster Branch – NS

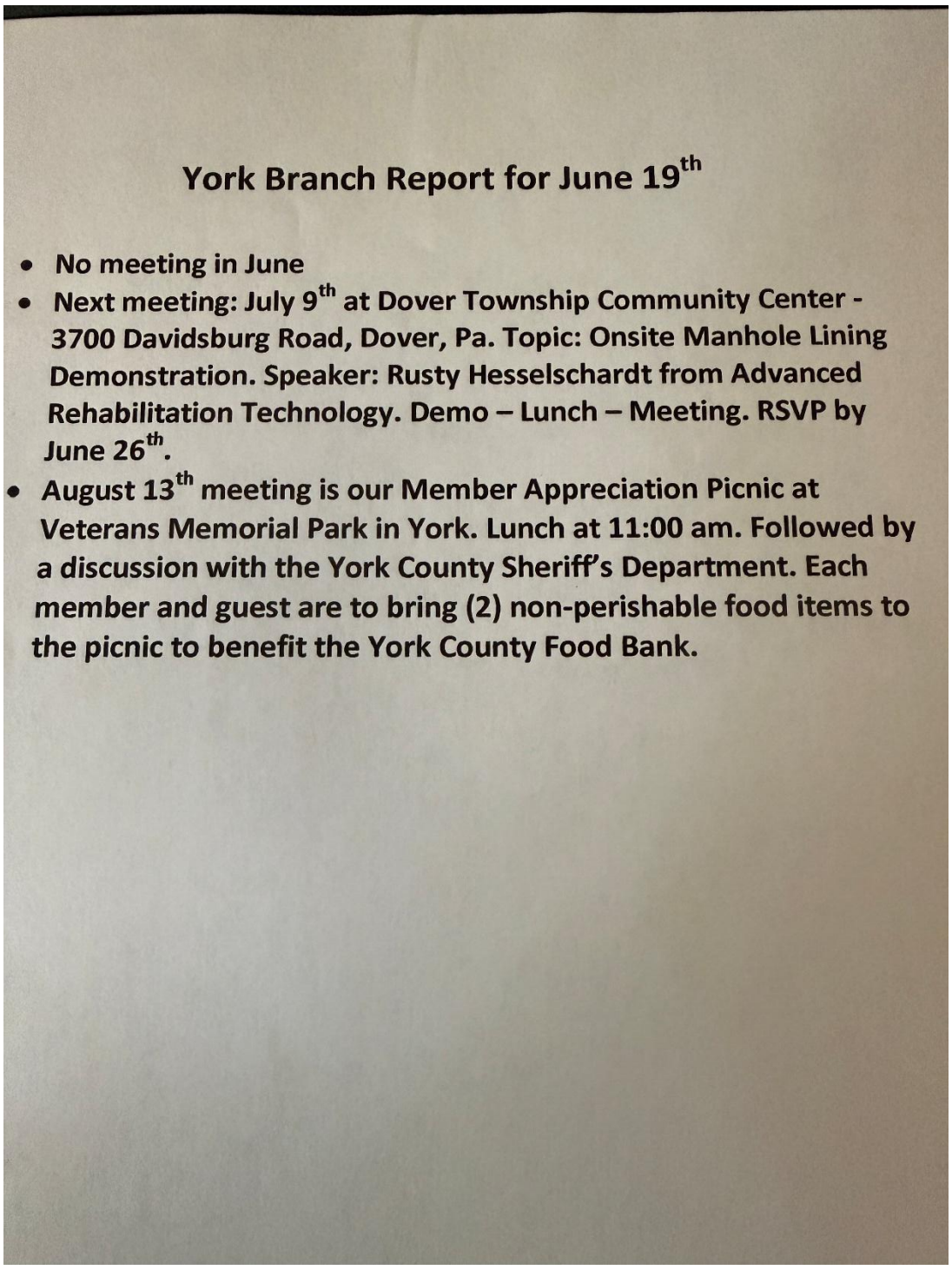
Just had meeting for golf outing August 20th
Picnic July 16th – Automotive Coatings of York and will do presentations
Another successful year of sponsorship of picnic $5 to have skin in the game

Meeting last week main focus on golf outing
Amending banking access complete (MT Bank)
August 20th Golf Outing
Received check from sponsor for summer picnic
Automotive Coating
$600-$800 given

Capital Branch – LC

Group working on golf outing
BG is the lead on that
July 10th at Sportsman's
Need for 50 golfer plus
Moving it this year

York Branch – DB



Advanced Rehabilitation is sponsoring

Standing Committees **Chair Plus**

A. **Audit Nothing** (2 members) Ron Jones & Jim Close

B. Nominating (3 members) Maria White, Liz Cheeseman & George Schwarz
Nothing
We will plan to meet soon

C. Awards (3 members) Maria White, Liz Cheeseman & Kay Dohm
Nothing
Waiting on Nominating Committee

Keep for reference:
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.

D. By-laws (3 members) Robin Kohler, Blaire Prough & Maria White

BP will resend to cmj4967@comcast.net he said he didn't receive. BP will send to all again.
JS & JP recommending staggered years. RK will amend and send to chapter resources.

E. Membership Engagement Committee Elizabeth Cheeseman & Maria White
Planning a Public Works Director Round Table
Asked for everyone's feed back.
Net work get some sponsors
$40 ticket
Next Spring
Get discussion started
NS said they did a round table in the past
JM sounds good maybe smaller areas
Maybe by branch level
Collaboration with PA One Call UCCs and Coordinate PA
Coordinate with PA One Call Safety Days Breakout Room?

F. Education (3 members) Ed Kauffman, Neil Stoltzfus & Jeremy Miller
EK nothing this time
Has some freed up time coming
Please reach out now that through the weeds
Flagging already on the books

Ed Kauffman, Rettew
Safety Training Manager
Office: 717-516-7487
Cell: 717-760-9168
ed.kauffman@rettew.com
If anyone has any suggestions for me, please let me know. I would be glad to help out

G. Government & Professional Relations Jim Phipps

HB 1485 recognize public works
Public Works and Coroners lumped together
Compensations and benefits should be given to beneficiaries
If not beneficiary 100K
May 5th went to the Senate now it is stalled there.
Lots of discussion in all directions from our Board.
JP reiterated it will be in Senate for awhile

Proclamations
Governors Senator House York and City,

See picture from Proclamations on the table

Has to get working on this and turned in by March
Not looked at 3-4 weeks before due
Really needs to get in early

Bill Kiger has friends on scheduling

H. Membership Blaire Prough

BP sent me the numbers
NS was surprised to be the one expired

Total membership- 173

0 new members

4 expired members on individual membership

- Emailed on 04/13/2026
  - Charles Bubb
  - Jeremy Miller
  - Neil Stoltzfus
  - Ranee Buck

0 expired members on group membership

Knoebels-

7 members attending

26 total people

I. Newsletter and Outreach: ALL
6-19 BP cannot do this on her own
Newsletter over?
NS will talk with his
Golf outing fliers
Will get newsletter soon (sent out an email for NPWW accomplishments)
More to follow

J. Social Media: Liz Cheeseman
29 Followers
3 new in last 30 days!
Make sure to send stuff to LC!

K. Chapter Socials: Blaire Prough

10 members 4 people
Over 30 people coming to picnic**.**

L. Website: Robin Kohler

If the branches have updates to their meeting schedules or would like an event link created, please have them share the information with me, and I'll get it added to the site.

The Central PA APWA Symposium & Equipment Expo online registration site is live and will be the registration platform for the event. This includes signing up municipal employees, educational classes, vendors, sponsorship opportunities, etc. The event is available through both National's and our Central PA Chapter website and is easily accessible when searching for the "APWA Lightning Event Category" in the Event Type search box or scrolling through everything until you get to September events. That is an event type coding requirement of the Fonteva system, so it's a nuance that is unavoidable at this time. Otherwise, the direct link is: https://centralpenn.apwa.org/event/9-17-26-central-pa-apwa-symposium-equipment-expo/.

RK is also a member of the National Website Ad Hoc Committee, and this team will work with National and their website developer to improve/enhance the APWA.org website. While these changes might not have an immediate impact on the Chapter website, there will likely be trickle-down effects and considerations for the individual Chapter sites moving forward. My one-on-one meeting is scheduled later this month.

JP - Apple products will not populate sent to a friend
Need you national username and password
Must have user name and password
Concerns about not having a paper form
NS will talk with Robin

Electric vehicles –
Kristen Sable
BP will send it to us

Electric Construction Vehicles
Real world critiques
Possibly at symposium
(BP send to Bill Kiger or Ellen Kiger)

Couple new features and Fonteva
Event registrations and sponsorships
Need to get up to speed (RK you are doing fabulous! MW)

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

M. Young Professionals (YP): Open

Looking for a new YP

EK has a coworker may be interested…
Can we look into membership choices?

Ideas for future YP:
Target Engineering Firms
JM said to reach out the National YP for a playbook
Trade shows, tech schools, and Brownfields

LC provided a link: Young Professionals Committee – American Public Works Association

N. Scholarship Committee: Liz Cheeseman, Chair, Bob Gardner & Kay Dohm
Newly Added
Sent out invite for mid-July

Technical and Other Reports Kay Dohm & Robin Kohler

a) 2026 Symposium
Thursday September 17th
Hellam Township
York County
Met with Road Master
Parking alongside church

b) **Annual Membership Meeting** Robin Kohler, Maria White & Liz Cheeseman
Nothing New
Proposed for Saturday November 7th
Regarding Penn State: November 7th away 14th and 21st are home GAMES.

c) **2026 May Trip** George Schwarz
Cancelled
2027 – Proposing May 11 Army Depot

d) PA One Call Safety Days

JP and DB will cover York and DB will cover Wilkes Barre



e) **State Transportation Innovation Council (STIC) Liaison** Ron Seybert
No new report

Note: MW did not find an April 3 email, need to circle back

Other Business:

Spring Trip Cancelled – Next Year Proposed May 11th Army Depot

Next Meeting:

August 21st Marzoni's (same location)

Meeting Adjourned 12:49. Motion JM Seconded JS

Respectfully submitted,

Maria A. White
08/02/26