

MEETING OF THE LOCAL GOVERNMENT COMMISSION

Wednesday, September 26, 2018

The meeting of the Local Government Commission (LGC) was called to order by Senator John Eichelberger, Jr., at 8:45 a.m. in Room 14 East Wing–Main Capitol Building, Harrisburg, Pennsylvania, with the following individuals present:

MEMBERS

Senator John H. Eichelberger, Jr., Chair
Senator Scott E. Hutchinson
Senator John P. Blake
Senator Judith L. Schwank
Representative Kate Harper
Representative Warren Kampf
Representative Robert Freeman
Representative Mary Jo Daley

STAFF

Philip H. Klotz, Executive Director
Kris Gazsi, Associate Legal Counsel
Danette H. Magee, Research Associate
Karen S. Bear, Secretary

GUESTS

Lee Derr, Senator Eichelberger's Office
Justin Leventry, Senator Hutchinson's Office
William Casey, Senator Schwank's Office
Rob Gaertner, House Local Government Committee (R)
Sarah Filauri, House Local Government Committee (R)
John Fulton, House Local Government Committee (D)
Lisa Schaefer, County Commissioners' Association of Pennsylvania
Amy Sturges, Pennsylvania Municipal League
Karey Molnar, Pennsylvania Municipal League
Don O'Shell, Pennsylvania State Association of Elected County Officials
Hayden Rigo, Greenlee Partners
Judith Eschberger, JAE Government Relations

As the first order of business, Don O'Shell, President of the Pennsylvania State Association of Elected County Officials (PSAECO), thanked the Members for their continued assistance and affirmed PSAECO's support of Senate Bill 1005, Printer's Number 1782. Senate Bill 1005 would amend Act 130 of 1955, known as The County Code, by revising and integrating the County Code and the Second Class County Code to reflect case law and current practices, standards and requirements, as well as update outdated or archaic language and make provisions of the codes consistent where practicable. Senate Bill 1005 was re-referred to the House Appropriations Committee on September 25, 2018.

The Members discussed the minutes of the June 13, 2018, business meeting that were unanimously approved on a motion by Senator Schwank and a second by Senator Blake. The financial reports for the months of June, July and August 2018 were presented, and a detailed explanation was given by the Executive Director. The financial reports were unanimously approved on a motion by Senator Blake and a second by Representative Harper.

At the LGC's January 24, 2018, business meeting, the Pennsylvania State Association of Boroughs (PSAB) submitted resolution 9 of 2017 for the Members' consideration. Resolution 9 sought to increase compensation schedules for elected borough officials. Commission staff was given the task to research this further not only for boroughs, but also for other classes of municipalities and report the findings to the Commission Members. Kris Gazsi, LGC Associate Legal Counsel, reported that each municipal code contains a provision establishing the maximum salary that can be paid to members of the governing body. Historically, these provisions have been updated periodically to reflect pricing trends of the economy as a whole. The First Class Township Code, Second Class Township Code and Borough Code were each last updated 23 years ago in 1995 establishing the same salary maximums based on the population of the municipal corporations. During the recodification process for the Third Class City Code, which was enacted in 2014, the revision committee decided to adopt salary provisions consistent with the other codes. The Commission Members were shown tables exhibiting the salary maximum contained in each code according to the corresponding population ranges. Approximate equivalent salary in 2018 dollars according to the Consumer Price Index changes between 1995 and 2018 were provided. The Director stated that the report would be presented to the Members for possible consideration during the 2019-2020 legislative session.

The Director requested approval for the revised LGC Records Retention and Disposition Policy, which was established in 2008. The policy was established pursuant the records retention and disposition schedules adopted by the Commonwealth of Pennsylvania. A minor change was suggested to the LGC policy that would enable the Commission to keep pertinent documents in the office for 7 years prior to their disposal. Currently, the Commission retains the records in the office for 3 years and then transfers the documents to the House of Representatives Archives office to be kept for another 4 years prior to disposal. The revised records policy was unanimously approved on a motion by Representative Freeman and a second by Senator Blake.

An update on the LGC's 2017-2018 legislative package was presented to the Members for their review. During this legislative session, the Commission has introduced 21 bills. The Executive Director stated that two bills introduced by the Commission were enacted and 14 bills are either on consideration or passed by at least one chamber. Representative Harper volunteered to contact House Leadership and request action on Senate Bills 801 through 804. Those bills have passed the Senate and are on third consideration in the House. The four bill package would amend the municipal codes to provide for the purchase of used personal property from volunteer emergency service organizations without bid. The Director stated that he would keep the Members informed on the status of Commission legislation.

The Members were provided with copies of resolutions adopted by the County Commissioners Association of Pennsylvania (CCAP) and the Assessors' Association of Pennsylvania (AAP). Both resolutions adopted were a result of the LGC's Assessment Reform Task Force and its efforts to improve the property assessment process. The CCAP Board of Directors adopted the resolution at its August 5, 2018, meeting, and recommended the resources and tools developed by the Task Force to the CCAP members as best practices, including the data

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collector standards, county self-evaluation guide and the model request for proposal and contracting standards. AAP adopted a comparable resolution at its July 13, 2018, meeting and is in the early stages of creating curriculum for AAP members with regard to the above-mentioned documents. Also included in the Members' meeting packets was a copy of an article written by Lisa Schaefer, CCAP Director of Government Relations, entitled 'Navigating the Assessment Process Without Losing Your Mind,' which appeared in the summer 2018 edition of the *Pennsylvania County News*. The article gives an overview of the Task Force and describes the recommendations and tools developed by the Task Force. Senator Eichelberger stated that he attended CCAP's meeting and received positive feedback from other meeting attendees regarding the outcomes established by the Task Force.

As the last order of business, the Director announced that the next business meeting is scheduled for Wednesday, October 17, 2018, at 8:45 a.m. in Room 14 East Wing-Main Capitol Building. Attendance at this meeting is encouraged since all 2019-2020 fiscal year budgets must be submitted to the budget secretary by October 31, 2018.

The meeting adjourned at 9:10 a.m.

ATTESTED: _____
October 9, 2018