

## **MEETING OF THE LOCAL GOVERNMENT COMMISSION**

**Wednesday, October 19, 2016**

The meeting of the Local Government Commission was called to order by Senator John Eichelberger, Jr., at 8:50 a.m. in 14 East Wing–Main Capitol Building, Harrisburg, Pennsylvania, with the following individuals present:

### **MEMBERS**

**Senator John H. Eichelberger, Jr., Chairman**  
**Senator Thomas J. McGarrigle**  
**Senator Scott E. Hutchinson**  
**Senator John P. Blake**  
**Representative Chris Ross**  
**Representative Mauree Gingrich**  
**Representative Kate Harper**  
**Representative Robert Freeman**  
**Representative Mary Jo Daley**

### **STAFF**

**Philip H. Klotz, Executive Director**  
**David A. Greene, Assistant Director-Legal Counsel**  
**Kris Gazsi, Associate Legal Counsel**  
**Karen S. Bear, Secretary**

### **GUESTS**

**Lee Derr, Senator Eichelberger's Office**  
**Justin Leventry, Senator Hutchinson's Office**  
**Nathan Akers, Senator Hutchinson's Office**  
**Rob Gaertner, House Local Government Committee (R)**  
**Lisa Schaefer, County Commissioners Association of PA**  
**Amy Sturges, Pennsylvania Municipal League**  
**Karey Molnar, Pennsylvania Municipal League**  
**Ed Troxell, Pennsylvania State Association of Boroughs**

As the first order of business, the Members discussed the minutes of the September 28, 2016, business meeting, which were unanimously approved on a motion by Representative Daley and a second by Representative Gingrich. The financial report for the month of September was presented, and a detailed explanation was given by the Executive Director. The financial report was unanimously approved on a motion by Representative Ross and a second by Representative Harper.

The Members discussed the Commission budget requests for Fiscal Year (FY) 2017-2018. The Director noted that the aggregate proposed budget request is slightly higher than the FY 2016-2017 budget request, with the requested amount for FY 2017-2018 totaling \$1,186,320.00. The Director noted that a line item of \$70,000 was included for projected expenses related to the

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proposed Commission task force (House Resolution (HR) 1053, Printer's Number 3983) to implement recommendations related to the efficiency, transparency, modernization and fairness of the property assessment process in this Commonwealth; Senator Blake affirmed that the line item would solely be used for that purpose. Upon review of the proposed budget, the Members asked for an update on the search for available office space in the Capitol Complex. The Director reported that he and Representative Ross met with Dave Reddecliff, Chief Clerk of the House of Representatives, to ascertain the possibility of the Commission obtaining vacant office space in the Irvis Office Building. The Director noted that Mr. Reddecliff indicated he would look into the House's future office space needs, and also speak with the Chief Clerk of the Senate, and relay his findings to the Director by December. The Members remarked that it would be more fiscally responsible for the Legislature to provide complimentary office space to the Commission in the Capitol Complex as opposed to appropriating funds to the Commission for the expense of leasing office space in another building. The Director stated that he would continue his quest for office space in the Capitol Complex. At the end of the discussion, the Members unanimously agreed to the proposed FY 2017-2018 Commission budget request on a motion by Representative Ross and a second by Senator McGarrigle.

The Chairman then requested a motion to approve the Commission code account request for FY 2017-2018 in the amount of \$4,000.00. The Members unanimously agreed to the proposed FY 2017-2018 code account request on a motion by Representative Ross, which was seconded by Representative Gingrich. The deadline for all FY 2017-2018 budget submissions to the Budget Secretary is October 31.

Local Government Commission meeting dates for 2017 were presented to the Members for their approval. After briefly reviewing the dates, the Members voted unanimously to meet on the following dates: January 25, 2017, monthly business meeting; February 8, 2017, monthly business meeting; March 8, 2017, monthly business meeting and meeting with local government associations; April 12, 2017, monthly business meeting; May 10, 2017, monthly business meeting; June 14, 2017, monthly business meeting and meeting with local government associations; July 12, 2017, monthly business meeting; September 27, 2017, monthly business meeting and meeting with local government associations; October 18, 2017, monthly business meeting; November 15, 2017, monthly business meeting; and December 13, 2017, monthly business meeting and meeting with local government associations. Separately, office closing dates for 2017 were presented to the Members and unanimously approved.

The Director reported that HR 1053 unanimously passed the House Local Government Committee and is on the House calendar. He reminded the Members that the next monthly business meeting will be Wednesday, November 16, 2016, at 8:45 a.m. in Room 14 East Wing-Main Capitol Building at which time appointments may be made to the Task Force as delineated by HR 1053. Also, the Director announced that he has been appointed to the Executive Committee of the Eastern Regional Conference of the Council of State Governments (CSG). CSG's national conference meeting will be held December 8-11, 2016, in Williamsburg, Virginia.

As the last order of business, the Commission resolved itself into executive session at 9:15 a.m. for the stated purpose of discussing a salary merit increase for the Executive Director based on his performance evaluation at the March 16, 2016, Commission business meeting. The Commission reconvened the public meeting at 9:20 a.m. and on a motion by Representative Ross

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**and a second by Representative Freeman, the Members unanimously approved a merit increase of the salary of the Executive Director of 2 percent for FY 2016-2017, effective January 1, 2017.**

**The meeting adjourned at 9:20 a.m.**

**ATTESTED: \_\_\_\_\_**  
**October 21, 2016**