

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

**Wednesday, December 13, 2017**

The meeting of the Local Government Commission 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 Thomas J. McGarrigle**  
**Senator Scott E. Hutchinson**  
**Senator John P. Blake**  
**Senator Judith L. Schwank**  
**Representative Kate Harper**  
**Representative Mary Jo Daley**

### **STAFF**

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

### **GUESTS**

**William Casey, Senator Schwank's Office**  
**Rob Gaertner, House Local Government Committee (R)**  
**Tommy Miller, House Republican Research Office**  
**Ed Troxell, Pennsylvania State Association of Boroughs**  
**Ron Grutza, Pennsylvania State Association of Boroughs**  
**Don Petrille, Pennsylvania State Association of Elected County Officials**

As the first order of business, the Members discussed the minutes of the November 15, 2017, business meeting which were unanimously approved on a motion by Senator Schwank and a second by Senator Hutchinson. The financial report for the month of November 2017 was presented, and a detailed explanation was given by the Executive Director. The financial report was unanimously approved on a motion by Senator McGarrigle and a second by Senator Schwank.

Noting today's House session starting schedule of 8:30 a.m., the Members agreed to review the resolutions adopted at the 2017 annual conventions of the County Commissioners Association of Pennsylvania and the Pennsylvania State Association of Boroughs at the Commission's January 24, 2018, business meeting when more Members will be present.

Don Petrille, Vice President of the Pennsylvania State Association of Elected County Officials (PSAECO), thanked the Commission Members and staff for all of the assistance that has been provided to PSAECO this year and agreed to also address PSAECO's concerns at the January 24, 2018, business meeting.

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The Director announced that the Commission must give a 6-month notice to exercise the second one-year office lease renewal option; otherwise the lease would terminate on June 30, 2018. The 6-month notice deadline is December 31, 2017. The Director stated that he would continue his quest for office space in the Capitol Complex. Subsequently, on a motion by Senator McGarrigle and a second by Senator Blake, the Members unanimously approved the second one-year renewal option provided in the lease agreement. The lease agreement is a five year lease that includes an initial three year period and two one-year renewal options.

The Members unanimously approved, on a motion by Senator Blake, which was seconded by Senator Schwank, the renewal of the janitorial services contract with Klass Act Kleaning & Maintenance, Inc. The term of the contract commences on January 1, 2018, and ends on December 31, 2018. The contract specifies that compensation shall not exceed \$577.97 per month, which is an increase of 1.5 percent from the previous contract.

As the last order of business, the Executive Director apprised the Members that the Commission's January 24, 2018, business meeting will be held at 8:45 a.m. in Room 14 East Wing-Main Capitol Building. At that meeting, the Members will be reviewing the municipal resolutions and addressing PSAECO's concerns.

The meeting adjourned at 9:00 a.m.

ATTESTED: \_\_\_\_\_  
December 18, 2017