

TRI-COUNTY REGIONAL PLANNING COMMISSION

Minutes of the Meeting

September 26, 2024

The regular meeting of the Tri-County Regional Planning Commission was held September 26, 2024, via Zoom conferencing and in-person attendance. Mr. Kirk called the meeting to order at 3:38 p.m.

ROLL CALL

Members participating remotely were Mr. Jay Bratton, Ms. Nina Fitchet, Mr. Tom Graupensperger, Mr. Robert Hess, Mr. John Kerschner, Mr. Gary Lenker, Mr. Nathan Lesh, Mr. Robert Spandler and Mr. Jim Turner. Ms. Mary Gaiski and Mr. Dan Kirk attended in person. Mr. Andrew Bomberger, Ms. Diane Myers-Krug and Ms. Denise Dillman (remotely) of staff were also present. Ms. Myers-Krug noted a quorum was met, with members participating shared in the Zoom gallery, and final attendance documented through the meeting minutes. Mr. Bomberger noted the meeting was being recorded.

PUBLIC COMMENT

No public was in attendance to offer comments.

MINUTES

On a motion by Mr. Spandler, seconded by Ms. Gaiski, the minutes of the July 25, 2024, meeting were approved for filing.

FINANCIAL STATEMENTS

Ms. Myers-Krug noted that July expenses are within the expected budget. In July, some transportation payments started to be processed with around \$1 million still outstanding. County support for Perry County is over budget which is a continuing issue. Fixed asset purchases included traffic counting equipment and a refrigerator during the move.

In the August statement, there was a miscoding of \$30,652 to Dauphin LPA which should have been Dauphin County Support that has been corrected and does not affect the bottom line. The payment of the third-quarter increments from Dauphin and Cumberland Counties and CAP were received.

The August outstanding was over \$920,000 but more payments were received in September so there is around \$500,000 outstanding as of today. Comcast last payment occurred in August for the phone system at the old office location. The phone system is now through Dauphin County IT.

The special project expense shows a \$7,475 negative figure for August because of IT expense during the move that was refunded by the landlord. The negative amount in computer software was due to additional IT expense not expected during the move of around \$1,000 that was also refunded by the landlord.

On a motion by Ms. Gaiski, seconded by Mr. Turner, the Financial Statements for July and August 2024 were unanimously accepted for filing and audit. Copies of the Financial Statements are attached to the file copy of these minutes.

PAYMENT OF EXPENSES

Ms. Myers-Krug reviewed some general ledger items including a refund for Employer PA Unemployment tax because of a rate change, annual PCORI payment, utility payment for the old

office building, new rent and estimated \$492 utility, two (2) Great America payments (copier and plotter), three (3) APA payments for staff professional annual dues, Zelenkofski Axelrod LLC payment for TCRPC annual audit, ICC annual dues, notary 4 year renewal fees for Ms. Dillman, Latino Connection payment for outreach materials translation, and reimbursement from DEP for the CAP project that was then distributed out to the various conservation districts.

On a motion by Mr. Kerschner, seconded by Mr. Graupensperger, the payment of the July and August 2024 expenses was unanimously approved. Copies of the expenses are attached to the file copy of these minutes.

There was no health reimbursement during July and August 2024, so the report was included for informational purposes.

Ms. Myers-Krug noted the sweep account report and investment account report were provided for information purposes. She noted the interest rate for FNB remains at 4.75%. The interest continues to exceed the amount of fees. The level of fees and interest amount will be monitored to ensure that this change remains positive. Ms. Myers-Krug also noted the Charles Schwab investment account balance had about a 2% increase in August 2024.

Ms. Myers-Krug reviewed the statement for the SusqueCycle program account for information purposes. Deposits in June, July and August were on the larger size, reflecting an active bicycling season. Mr. Bomberger noted that ridership is up about 50% from last year with new bikes and two (2) new stations. Mr. Kirk questioned whether any other new stations are being considered. Mr. Bomberger pointed out that the local match of sponsorship funds is the challenge to expanding the system. UPMC has been a great sponsor, but additional sponsors may be needed to sustain an expanded system.

INTERGOVERNMENTAL REVIEWS

Mr. Bomberger gave an overview of four (4) projects requesting consistency letters for recreational trail and sidewalk connections, and road improvements that were provided in the meeting package. One additional letter was received after the packet was distributed. Discussion included concern about state funds paying for improvements typically borne by the developer as part of the land development process, and whether that would be of concern or set a precedent for future grant application and funding. Mr. Spandler pointed out that the funding organization will decide if the projects are eligible. Since all of the projects were determined to be consistent with the Regional Growth Management Plan, they were recommended for funding support as requested by the applicants.

On a motion by Mr. Lenker, seconded by Ms. Gaiski, approval for signature on the consistency letters passed unanimously.

COMMUNICATIONS

Ms. Myers-Krug shared one (1) communication for information purposes. The Dauphin County Commissioners – Memorandum of Understanding letter, which involved the next steps in executing a grant agreement from a gaming grant awarded to TCRPC back in February 2024 for flood modeling. This letter is regarding a working arrangement between TCRPC, Dauphin County Public Safety and Dauphin County Economic Development. The final grant agreement is nearing completion.

DRAFT 2025 BUDGET & WORK PROGRAM

Ms. Myers-Krug presented the draft 2025 budget which included an overall increase of 3.3%. Federal transportation funding is the largest portion of the revenues and revenues for the base transportation planning program is up 2.1%. She reviewed the structure of the draft budget document prior to review of the numbers. An increase for the regional support program is being requested for 2025 due to increasing labor costs and activities to develop the regional plan next year. The last increase for the regional support program was back in 2006. A Perry County program support increase of \$20,000 is being requested as well. This issue has been discussed almost annually because only 3-days for staff have been budgeted historically and there are currently no special projects funded with outside sources to alleviate the pressure on the budget. It is becoming harder to make ends meet for that program based on a 3-day work week. CAP and WREP management funds will continue through next year, funded with DEP and local project participant funds. There is a 5.8 million grand total of budgeted revenue for 2025.

Ms. Myers-Krug noted that the expenses budgeted for salaries and payroll taxes difference were incorrectly stated. There is a \$12,000 increase in the salaries not a \$820 decrease. Payroll taxes have a difference of \$932 increase instead of the \$63 decrease. The benefits were not really impacted by the correction. The health benefit increase was assumed to be 15%, but the final cost will be shared by the provider in October. Telephone has been switched from a Comcast independent line to Dauphin County IT so there might be some additional costs. Insurance also needs to be increased for additional, more expensive equipment to be used for field work. Workers Compensation and commercial insurance figures have not been received. Machine leases will increase for the leasing of new laptops next year through Dauphin County IT. Fixed assets will increase for the purchasing of two (2) new traffic counting cameras and a new microfiche reader/converter for around \$7,500 to convert to a digital format.

Ms. Myers-Krug explained that the transportation incremental difference is showing as small negative difference. The reason is that the 2024 transportation match included repayment to TCRPC for additional mid-year match requirements paid by TCRPC in 2023. So, the 2024 figures are inflated more than usual in comparison to 2025. She also reviewed the information showing the staff service schedule pointing out that Mr. Bomberger's earlier position is vacant, but that funds have been budgeted to be able to fill that position, plus a possible additional transportation/GIS coordinator, if needed.

The draft 2025 budget will now go to the respective Boards of County Commissioners by November 1 for consideration in their budgets. In December 2024, staff will be notified if there are any adjustments to be made to the requests. Final adjustments will be made, and the TCRPC board will be asked to approve the final 2025 budget at the January 2025 meeting. Ms. Myers-Krug also provided a brief overview of the work program that accompanies the budget.

On a motion by Mr. Spandler, seconded by Mr. Turner the draft budget was unanimously approved to forward to the Dauphin and Perry County Commissioners for consideration in their budgets.

REPORTS

Mr. Bomberger highlighted several staff efforts including transportation RTP Outreach materials in English and Spanish, Active Transportation Plan, SusqueCycle Program, Safe Streets for All Safety Action Plan, Sober Ride Home Program, Regional Congestion Management Plan, TIP update,

Perry County outreach for Picture Perry, updated crash data in the crash app, CAP, WREP meetings, Premier Project Awards, and a special HATS meeting in August.

Mr. Spandler asked if a participating bar owner would be able to use his own Uber account for the Sober Ride Home Program, as not every person may have an Uber account? Ms. Gaiski joined the discussion and indicated that the cost is determined when you request a ride and is also determined by the type of vehicle chosen. Those ride costs are known prior to the ride and determination of whether the ride voucher will cover all of the costs involved would be known up front. Mr. Bomberger stated he would coordinate with Uber regarding these details. He also noted if the person begins their ride home from anywhere within our three (3) counties, this program will be available.

Working with transportation needs analysis, North Front Street optimization will close the Greenbelt Front Street gap from PA Route 39 to Vaughn Street. The additional issue will be getting around the I-81 interchanges. The Greenbelt will then become a riverfront trail from Fort Hunter to South of I-83. The 2025 Greenways and Trails Summit will be held in Harrisburg. Karen Dixon of staff is helping to coordinate the event. There also will be use of the SusqueCycle bikes with free memberships for the weekend.

West Shore Gateway Trail Feasibility study in the Lemoyne bottleneck area creates an initiative in which Norfolk Southern will remove the existing train track to lead to a trail along those tracks to under 17th Street bridge. This project potentially could create a trail from Camp Hill into Harrisburg City that will never cross a road.

Dauphin County and Perry County population, household and employment demographic projections were distributed to the municipalities early in Summer. A few comments were submitted, and minor adjustments made. Timing of the growth rather than the numbers themselves were the main questions.

Mr. Bomberger showed a snapshot of the Regional Growth Management Plan maps being generated showing developed land under differing density assumptions. A land suitability analysis considering various constrains to further land development would be applied to determine a community service area (CSA) score, providing a more flexible tool for determining where the land is most suitable to support additional (re)development.

Ms. Gaiski also asked about commercial parcels vs. residential parcels being part of the Regional Growth Management Plan. Mr. Bomberger noted the assumptions for different land use types could be worked into the land suitability analyses. Staff would continue to gather feedback from the Board as the RGMP analysis progresses.

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

No public comment was provided.

ADJOURNMENT

On a motion by Mr. Kerschner, seconded by Mr. Spandler, the meeting was adjourned at 5:00 p.m.

The next meeting is scheduled for
Thursday, November 21, 2024 at 3:30 p.m.
TCRPC Office, 320 Market Street, Suite 301E
and remotely

Respectfully submitted,

Thomas A. Graupensperger

Thomas A. Graupensperger
Secretary