

UPPER DAUPHIN COUNCIL OF GOVERNMENTS
MEETING MINUTES
April 16, 2026

President Colby Snyder called the meeting to order at the Elizabethville Borough Municipal Building at 6:30PM. Attendees recited the Pledge of Allegiance.

Attendance:

Scott Harner	Berrysburg Borough	Jordan Shetterly	Mifflin Township
Dennis Henninger	Elizabethville Borough	Colby Snyder	Millersburg Borough
Marie Herb	Elizabethville Borough	Ann Jackson	Millersburg Borough
Peggy Kahler	Elizabethville Borough	Joe Underkoffler	Upper Paxton Township
Mike Leitzel	Elizabethville Borough	Glenn Stonerod	Washington Township
Nathan Steinbach	Gratz Borough	Jane Lahr	Wayne Township
Ken Bechtel	Halifax Township	Jack Kerwin	Solicitor
Robyn Loesch	Jefferson Township	Jerry Duke	TCRPC
Alan Loesch	Jefferson Township	Kevin Brobst	Vadar Systems

Ten municipalities were represented, which established a quorum,

Approval of Minutes - Motion by Ken Bechtel, seconded by Jane Lahr to approve the January 15, 2026 minutes as presented. Motion carried.

Treasurer's Report - Secretary Jackson reviewed the 2026 checkbook ledger for the first quarter. The March 31, 2026 balance is \$25,552.90. The Treasurer's report was accepted as presented.

Correspondence - Secretary Jackson reported that both Berrysburg Borough and Jackson Township have notified COG in writing that their municipalities have opted out of the EMS Regional Authority.

Public Comment - No comments.

Guest Speaker - Kevin Brobst introduced himself as a software vendor for Vadar Systems. His background is accounting and sales. The software he promotes is for fund accounting and utility billing for municipalities. Secretary Jackson will forward his contact information to all COG members.

New Business

2025 Audit Report - Secretary Jackson reported that Jane Lahr and Peggy Kahler completed the audit. Ms. Kahler reported that the records were found to be in order and there were no findings.

Old Business

Updated Timeline for Municipal Action on EMS Authority - President Snyder reported on the updated timeline, which essentially pushes back the previous timeline by a month. Resolutions to support establishing a Regional Authority have been passed by ten municipalities, three have declined and seven have not responded. The next meeting of the EMS Stakeholder Committee is April 28 at 6:30PM at Upper Paxton Township. The criteria for naming a representative to this group is that the individual must be a property owner, a business owner or a taxpayer of said municipality. Elected officials may be appointed as the representative.

Draft Ordinance - The ordinance as drafted by Mette Law has been distributed to all COG municipalities for review and consideration. It establishes the EMS Regional Authority and sets forth the Authority's Articles of Incorporation. Any questions on the draft ordinance should be directed to Solicitor Kerwin.

Mette Law and ROBB Consulting Invoices - These invoices have been received:

- o Mette Law February Services \$2,135.00
- o Mette Law March Services \$ 359.00
- o ROBB Consulting Invoice No. 2026-01 \$4,385.58
- o ROBB Consulting Invoice No. 2026-04 \$9,114.63

Members were provided with a financial accounting of the EMS funds prepared by Treasurer Ann Jackson. The accounting proposes paying the above invoices from the remainder of the grant funds and paying the balance from the UDCOG checking account. Motion by Dennis Henninger, seconded by Ken Bechtel to forward the invoices to Upper Paxton Township for payment from the grant and to pay the remainder from COG funds. Motion carried.

Discussion - Problems of Local Municipalities - Nothing reported.

Announcements - Jerry Duke requested that municipalities submit their Building Activity Reports. The TCRPC Annual Luncheon is on May 7th at the Sheraton in Swatara Township. Jo Whitcomb will have information on funding through grant opportunities and Lindsay Grier will present information on the Regional Growth Plan and Dauphin County Comprehensive Plan. Input from Upper Dauphin County municipalities is always welcomed.

Location For Next Meeting - The next meeting will be hosted by Millersburg Borough.

Adjournment - Motion by Ken Bechtel, seconded by Nathan Steinbach to adjourn the meeting at 7:05PM. Motion carried.

Respectfully submitted,

Ann Bowman Jackson
UDCOG Secretary/Treasurer