

Adams County Association of Township Officials

Stephanie Egger, President
Marcia Weaver, Treasurer

Harry McKean, Vice President
Beverly Shriver, Secretary

EXECUTIVE COMMITTEE MEETING June 21, 2016

The Adams County Association of Township Officials (ACATO) Executive Committee met at Oxford Township, New Oxford, PA on Tuesday, June 21st, at 12:00pm Stephanie Egger, President, Supervisor of Hamilton Township presided. Those attending were: Harry McKean, Vice President, Supervisor of Oxford Township; Diane Groft, Conference & Programs Planning Committee Chair, Mt. Pleasant Township; Coleen Reamer, Public Relations, Hamiltonban Township; Bob Gordon, Legislative Committee, Hamiltonban Township; Debby Brogan, Resolutions Committee Chair; Hamilton Township; and Beverly Shriver, Association Secretary, Oxford Township.

Minutes

Coleen Reamer motioned to approve the March 8, 2016 Executive Committee Minutes second by Bob Gordon. Motion Carried.

Old Business

Review of Mid-Year Conference: All good comments were made about the Mid-Year Conference.

Comments on Computer Security: A request was made to provide hand-outs of the power point presentation. If asked, Paul Bart would probably make handouts of his presentation for everyone that attended.

Comments on PSATS Annual Conference: Most of the first- time attendee comments were that they had trouble with registration and transportation.

Youth Award: Deadline is July 1st, currently no applications were received.

New Business

Treasurer Report, Marcia Weaver: Bob Gordon motioned to approve the Treasurer's Report pending audit; second by Debby Brogan. Motion Carried.

Ms. Groft will give Ms. Weaver the consent to pay the notebook bill she has been holding; plus the shipping fee. Ms. Bollinger will have a refreshment bill to submit from the Flagger Course. Ms. Reamer has a transistor radio bill she will turn in to be paid.

Newsletter:

Ms. Reamer reported the July Newsletter will have attached the sign-up sheet to the Secretaries Luncheon and request for topics by July 18th to discuss at the Secretaries Luncheon.

There will be information about the Flagger Training attendance. Ms. Egger will confirm class sizes with Ms. Davis. A survey could be sent out to see if there is interest in having a training in March. The Boroughs could be reminded at the COG meeting, to get their information in.

Legislative Committee, Bob Gordon: Nothing new to report; the next two weeks is the budget crunch. After June or July Mr. Gordon wants to do a survey to ask if the Townships reviewed all the resolutions from PSATS; and which are their top two priorities. Mr. Gordon will give the survey to Ms. Reamer to put in the Newsletter.

Mr. Gordon spoke about House Bill 1233 which he heard about from an on-line petition; Ms. Reamer shared a personal story about a friend's experience and explained why it is so critically important that House Bill 1233 is passed. House Bill 1233 would require a Medical Facility to give a direct report of the findings of a test that they performed on a patient, to that patient. Today, there are a lot of people who do not have family doctors and they are not receiving their test findings. Mr. Gordon and Ms. Reamer support this bill and were in contact with Scot Pitzer to keep this Bill moving to be passed. It's currently at the Health Committee.

Nominations Committee, Carol Merryman: Nothing

Resolutions Committee, Debby Brogan: Nothing

Public Relations Committee, Coleen Reamer: Nothing

Audit Committee, Craig Rockey: Nothing

Programs Committee, Diane Groft:

Flagger Training, Thursday July 14, 2016:

Instructor: Ms. Jean Davis, CSP (retired), ALCM

Reserved: Classroom # 1 from 8am to 4 pm

AM Class: 9am to 12pm; 26 registered, registration closed (full class)

Refreshments: Serving coffee, juice, water and donuts

PM Class 12:30pm to 3:30pm; 2 registered

Refreshments: Serving coffee, water, iced tea, assorted snacks

There was discussion on filling the afternoon class. An announcement will be made at the COG meeting the sign-up deadline is July 1st; there is still time to sign up.

Ms. Egger will ask Ms. Davis if she offers any other classes and if she is interested in doing these trainings privately (possibly DEP Certification, Safety and Insurance Classes). Ms. Egger will inform Ms. Davis the Executive Committee is unfamiliar with what DEP Certification is and would like a synopsis of that training. This might be another class we could offer.

Ms. Groft will provide the evaluation forms and door ID sheet.

Secretaries Luncheon: July 27, 2016, 11:30 to 2:00

Reserved: 10am to 3pm

Speaker: Melissa Morgan

Topics: Ask for topics in the Newsletter; deadline July 18th. Contact Melissa with the topics requested.

Monitor: Judy Chambers; Ms. Egger will discuss a special game since this is the fifth luncheon.

Gift to Participants: PSATS sticky notes cube. Everyone approved the inscription inside.

Food: The Programs Committee will work on the smaller issues; it will be the same set up as last year.

ACATO 99th Fall Convention: Wednesday, November 9, 2016, 4:45 to 9 pm

Location: SAVES Building

Invocation: Ms. Egger will ask Fred Snyder to do it first; if not, she will ask Wilbur Slothour.

Presentation of the Colors: At 5:50pm Shriver will contact a Color Guard made up of Veterans for Burial Detail. If they are interested, the Commander can speak for three minutes letting everyone know who they are and that they are looking for participants. Last year's Veterans were nice and very good. A meal will be provided.

PSATS Records: PSATS are archived back to when they initiated the Township News Magazine. If we want them to research something, we must give them the specifics to do the search.

Music: Ms. Egger will provide a CD to be played starting with the interaction of the Officials and Vendors through Dinner. Email Ms. Egger 25 names of songs regarding work. A few songs were named 9 to 5, I Love My Truck, Take This Job and Shove It, Don't Worry Be Happy.

Theme: Radio WATO; General Government

Topic: "Communications through the Years" starting with the year 1917.

Speaker: Fred Snyder Ms. Egger will touch base with Mr. Snyder.

PSATS Speaker: Ms. Egger will contact Ms. Galletta for the speaker's name and request that they speak about the Free Training available to the municipalities.

PSATS Letter: The Chairman and Secretary received a letter from PSATS; because their time is crunched in the fall; they recommended the date for our convention and they need 30-45 minutes for their speaker. The ACATO Board is of the opinion this letter is meant for other counties that might not be as well established.

Game: Judy Chambers will conduct a Trivia game.

Centerpieces: The old time transistor radios with greens and/or flowers.

Meal: Eat at 6pm

Food: Baked Ham and Stuffed Chicken Breast, green beans, mashed potatoes and dinner rolls. Ms. Groft will ask if there is extra bread stuffing for people eating ham.

Drinks: Coffee and Ms. Groft will request having pitchers of water and iced tea on the tables along with sugar and substitutes

Dessert: Cake & Ice Cream

Ms. Groft will email members convention paperwork to review. September 23rd is the deadline for the members to return the List of Officials, Deceased Officials and Vendor Lists. There is an October 10th deadline for the meal reservations and their resolutions. A Vendor List will be sent on the backside of the Membership letter to review. Ms. Shriver reported Guernsey (Office Supplies) would like a vendor table this year.

Invite Paul Bart back for another computer training session: Ms. Egger will ask Mr. Bart for topics he can talk about and when is he available.

When: Early Fall

Topic: How to Handle Spam; Do's & Don'ts, Connectivity Issues, Anti-Virus

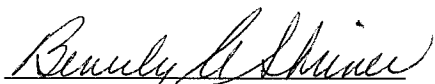
Location: Emergency Services Building

Time: am

Next Executive Meeting: Mt. Pleasant Township Building; August 2nd, 12:00pm. After the meeting; letters will be stuffed. Harry McKean cannot make the August meeting.

Other Comments: Coleen Reamer announced at the end of this year she will no longer be able to do the Newsletter and is resigning from ACATO. Ms. Reamer wants to concentrate more on Hamiltonban Township issues.

Adjournment: Bob Gordon second by Debby Brogan motioned to adjourn the meeting. Meeting adjourned at 1:50pm.



Beverly A. Shriver, Association Secretary