

Intergovernmental Cooperation Authority for Harrisburg

Minutes of the Governing Board

Regular Meeting

June 22, 2022

Temple University Harrisburg, Strawberry Square, Harrisburg PA

hbgica.org

Members in Attendance	Ms. Audry Carter Mr. Douglas Hill Ms. Karla Hodge Ms. Kathy Speaker MacNett Mr. H. Ralph Vartan	A Quorum Was Recognized
Ex-Officio Members in Attendance	Ms. Marita Kelley, Director of Finance, City of Harrisburg	
In Attendance	Mr. Michael Cassidy Independent Counsel Mr. Jeffrey Stonehill Authority Manager	
Meeting Begins		4:01 p.m.
Welcome by Audry Carter, Chair		
Approval of the minutes of May 25, 2022	Ms. Carter asked for a motion to approve the minutes. Mr. Vartan noted a typo in the minutes and offered a motion to approve as amended. A second by Ms. Hodge. The motion passes.	Approved 5-0.
Chair's Report	Ms. Carter reflected on how refreshing the relationship with the Mayor and the City administration has been over the previous six months..	
COH Business Administrator's Update	Ms. Carter introduced Mr. Hartman. He gave a financial update. He mentioned the first expenses approved from the American Rescue Plan Act including the public safety building HVAC system. He added that the City is developing a Community and Economic Development Plan, which he looks forward to sharing with the ICA Board.	

	<p>He mentioned that the City is working to attract a grocery store to address the “food desert” condition of much of the City.</p> <p>He reviewed the issue of public safety compensation for employee onboarding and retention.</p> <p>He mentioned that the Mayor had made a transition of the Director of Public Works.</p> <p>He updated the ICA Board on the State Street project.</p> <p>He ended by mentioning that crime statistics have improved recently.</p> <p>Mr. Vartan asked about future planned uses of American Rescue Plan Act funding.</p>	
COH Finance Update	<p>Ms. Carter introduced Marita Kelley.</p> <p>She shared observations of her recent Government Finance Officials Association (GFOA) Conference attendance.</p> <p>She updated the ICA Board on the drafting of the Mayor’s Five-Year Financial Plan update.</p> <p>She mentioned that they are preparing a mid-year financial review for City Council and had prepared one for the first quarter.</p> <p>She observed that high gas prices are affecting the budget.</p> <p>She noted the benefit of having the resources of an engineering contractor working on City projects, rather than an in-house engineer.</p> <p>Mr. Hartman added a comment about the cost of the contract-engineering firm, Dawood Engineering of Harrisburg.</p>	

	<p>Mr. Vartan inquired about the interface between Dawood Engineering and the City.</p> <p>Mr. Vartan asked about the accounting and reporting on Capital Projects.</p> <p>Mr. Hartman commented on staffing for project inspection.</p>	
Suggestion to Reschedule Next Meeting	<p>Ms. Carter noted that since the Mayor's Five-Year Plan update is due on June 30, 2022; and, the ICA Board would have thirty days to respond to that submission, that she suggested the next meeting be rescheduled a week earlier in order to provide the Board sufficient time to review and comment on the upcoming submission.</p> <p>Mr. Stonehill would confirm room availability with Temple.</p> <p>The ICA Board confirmed that they would reschedule the July meeting from Wednesday July 27, 2022, to Wednesday July 20, 2022.</p>	
Report of the Act 47 Coordinator	<p>Ms. Carter introduced C. Kim Bracey, Act 47 Coordinator, Pennsylvania Department of Community and Economic Development.</p> <p>Ms. Bracey noted this would be her last meeting as Act 47 Coordinator. She thanked the Board for their participation. She announced she would be joining the York YMCA as its next CEO.</p> <p>She introduced Madra Clay, Central Regional Director, Pennsylvania Department of Community & Economic Development, who will be assuming the role of the next Act 47 Coordinator for the City of Harrisburg.</p> <p>Ms. Kelley noted her close working relationship with Ms. Clay.</p>	
Other Business	<p>Ms. Carter re-introduced Michael Cassidy from Johnson Duffie.</p>	

	<p>Mr. Stonehill noted that he is working with Mr. Cassidy to address the issue of the exit of the Act 47 by the City and the Incinerator litigation.</p> <p>Mr. Stonehill shared his assessment that this the upcoming request to DCED is the last year funding for the Intergovernmental Cooperation Authority according to the Memorandum of Understanding between the ICA and DCED. This reality will be discussed more fully at the next ICA Board meeting.</p>	
Authority Manager's Report	Mr. Stonehill presented the bills paid report through June 22, 2022.	
Public Comments	<p>Eric Epstein asked a few questions and offered a few observations.</p> <ul style="list-style-type: none"> • Time of board meetings • Welcome to Mr. Cassidy • OPEB Trust • Asked about Redevelopment Capital Assistance Program (RCAP) grants <p>Mr. Vartan commented on the Neighborhood Services Fund and the OPEB Trust.</p> <p>Ms. Shelia Dow-Ford, Executive Director, Impact Harrisburg, commented on RCAP grants.</p> <p>Ms. C. Kim Bracey asked for the name of the City's American Rescue Plan Act consultant. She also asked about plans to replace the City of Harrisburg Director of Public Works.</p>	
Adjourn meeting at 5:02 p.m.	Motion by Mr. Hill. A Second was not required.	Approved 5-0.

Respectfully submitted:



Jeffrey M. Stonehill, Authority Manager

Appendix Documents

Summary of Bills Paid – Intergovernmental Cooperation Authority for Harrisburg

Report – June 22, 2022 – Revised

• Gunn and Mowery <i>Directors & Officers Insurance</i>	\$5,712.00	May 26, 2022
• Digital Ocean <i>Website software licenses</i>	\$10.60	June 2, 2022
• Digital Ocean <i>Web Host</i>	\$5.72	June 2, 2022
• Pursuit Co-Working Harrisburg <i>Virtual Office Monthly Subscription</i>	\$95.00	June 2, 2022
• PA Media Group <i>Legal Advertisements (2)</i>	\$260.18	June 2, 2022
• Owl Labs US <i>Video Camera Upgrade</i>	\$1,058.94	June 8, 2022
• Johnson & Duffie <i>Independent General Counsel</i>	\$995.00	June 22, 2022
• MESH PA LLC <i>Authority Manager</i>	\$4,200.00	June 22, 2022

Starting balance: \$123,433.69

Ending balance: \$117,208.25

• Interest earnings Y-T-D	\$12.39
• Fees Y-T-D	\$0



The Intergovernmental Cooperation Authority
for Harrisburg
922 N. 3rd Street
Harrisburg, PA 17102

June 3, 2022

Mayor Wanda R.D. Williams
City of Harrisburg
Rev. Dr. Martin Luther King Jr. City Government Center
10 N. Second Street
Harrisburg, PA 17101

Dear Mayor Williams:

On Wednesday, May 25, 2022, the Board of the Intergovernmental Cooperation Authority for Harrisburg discussed your 2022 American Recovery Act Plan (ARPA) Request memo to City Council at its monthly meeting.

As you know, in 2019, the Board adopted a Mission and Priorities Statement, which guides our work in assisting the City of Harrisburg in achieving financial stability:

- Sound financial management and reporting,
- Community and economic development, and
- Operational excellence.

In keeping with these themes, we believe that the \$42.46 million dollars in 2022 American Recovery Act Plan (ARPA) appropriation requests currently recommended by you address needs of city residents and businesses:

- \$14.5 million dollars to Help Those in Need,
- \$10 million dollars for Beautification, Parks and Recreation,
- \$9.16 million dollars for Public Safety, and
- \$8.8 million dollars for Lost Revenue (currently in the 2022 budget).

There is universal agreement supporting these 4 areas of funding. Board members shared observations and suggestions regarding the specific allocations and both Ms. Denisse Hill and Ms. Marita Kelley were there to take note of these. We acknowledge that the specifics in your outline might also change depending on the reactions of City Council.

Correspondence to Mayor Williams re: Mayor's 2022 American Recovery Act Plan (ARPA) Request

Pursuant to the Intergovernmental Cooperation Authorities Act for Cities of the Third Class (Act 124 of 2018), the Authority is tasked to review and make recommendations concerning the budgetary and fiscal affairs of the City of Harrisburg. The following are broad comments made regarding the proposed ARPA request:

- With respect to the *Water Park* concept, we recognize the importance such projects, but there may be concern that so much of the allocation was for one component of spending, although we recognize this is in lieu of repair of several City pools;
- With regard to the *Demolition of Dilapidated and Abandoned Houses* program, we ask that the City explore cooperation with the Lancaster County Solid Waste Management Authority (LCSWMA) so that the tipping fees could be reduced for disposal of the waste from the demolition of vacant structures;
- For the *Home Repairs* program, there should be an emphasis on codes related to health, safety, and welfare, and as you develop guidelines, especially the proposal to address aging furnaces and other housing equipment;
- We support the *Affordable Housing* program as it is a wise move and an important initiative for your administration;
- Finally, *Payment of Delinquent Trash Utility Bills* is a good initiative in that it replenishes needed revenue in the Neighborhood Services Fund, but the City should take care that the funding goes to those who need it the most, and does not encourage delinquent ratepayers who could otherwise afford to pay their trash bills.

Finally, we want to commend the administration for engaging professional services from NW Financial Group, LLC, and for hosting four town hall meetings around the city to discuss the wants and needs of our community. We also believe that reserving the remaining \$4.61 million dollars for future programming use and any expenses as it relates to the administration of these funds is a prudent exercise.

We look forward to our future cooperation and communication. Please let me know if you have any questions.

Sincerely,



Audry Carter
Chair

c.c. City Council
Authority Members