

**TURTLE CREEK VALLEY COUNCIL OF GOVERNMENTS
REGULAR BOARD MEETING
October 27, 2014
6:30 pm**

VOTING DELEGATES:

Timothy Bridge, Max Spencer, William Price, Steve Arnold, Robert Parker, Diana Yankes, Dennis Simon, Peter McGinty Sylvia Martinelli

ALTERNATE DELEGATES:

Joe Costa, Bill Pfoff

STAFF:

Amanda Settelmaier, Barb Fallon, and Liz Kozub

MEETING CALLED TO ORDER AT 6:32

APPROVAL OF MINUTES

Motion by William Price, seconded by Max Spencer to approve the September 25th 2014 Minutes and Treasurer's Report. Motion passed unanimously.

CONCURRING RESOLUTION FOR CDBG GRANT ADMINISTRATION

Amanda asked if there was a motion for the concurring resolution for CDBG grant administration. Every year when the COG submits applications on behalf of our municipalities we also submit an application for grant administration.

Motion to submit for CDBG administration grant in the amount of \$51,317 made by William Price seconded by Darrell Rapp. Motion passed unanimously.

UTILITY BILLING

The COG utility billing software, while it is meeting the needs of our current municipalities, is becoming antiquated. Braddock has recently decided not to use the utility program any longer as they felt our software was not advanced enough. Because of this we have been looking into other utility billing software. We had a presentation from Muni-Links. Muni-Links is a company that creates software for municipalities. The software is much more sophisticated than what we currently use. The company does not compete with the COG because there still needs to be an employee to complete all the billing functions and field constituent phone calls. Muni-Links is willing to come out and give the presentation to the board. Amanda believes it makes sense for us to move forward with improving software if more municipalities are interested in using the program.

Bill Pfoff asked what bills the COG was currently servicing. Amanda responded that we currently bill for refuse and sewage, and we have a total of 9 different entities that we bill for. To make the cost more advantageous we need more than 9 municipalities to use the program. Amanda would like the delegates' feedback on whether or not switching to Muni-Links is the right investment for the COG. Darrell asked in terms of getting increased participation can we reach out to other municipalities outside of the TCVCOG. Amanda responded that we plan to advertise heavily next year in ALOM and

Local Government Academy outreach materials. Darrell also asked if there is a breakeven point where the municipalities that are paying now do not see an increase in their current costs. Amanda responded that we need to look into that further. The billing program is very important to the COG and brings in revenue for the organization. If this program becomes antiquated and municipalities stop participating, it will have a big effect on the organizational structure of the COG, which is why Amanda would like the COG board to have a role in this decision. The delegates agreed to allow Muni-Links to conduct a 10-15 minute presentation of the software.

DATE CHANGE NOVEMBER BOARD MEETING

Tim requested the meeting scheduled for November 27th be rescheduled because it falls on Thanksgiving. Typically we reschedule this meeting for the first Thursday in December but this year the enterprise zone of Rankin, Swissvale, Braddock and North Braddock have its annual meeting. Tim asked the delegates if rescheduling to November 20th would work. The delegates agreed to reschedule the next COG Board meeting to November 20th.

BUDGET

The 2015 proposed budget was in the packet. Amanda explained that there are no significant changes from last year's budget. There has not been an increase in dues. We have been fortunate to get some support from the foundation community which has been helping to stabilize the budget. Diane Yankes asked why ALOM was listed under revenue. Amanda explained that the money raised for ALOM is one that comes in and out of the budget, in the corresponding expenditure section. We try to cover all the costs of the hospitality room by fundraising. The same expenditures/revenue can be seen for the annual dinner. We charge an amount for the dinner to cover the costs. Tim asked if any delegates have any ideas for who we want to have as a speaker for the annual dinner. Tom Wilson suggested the new Governor (if elected). There were also some suggestions of people on his cabinet, whoever they may be if he gets elected. Tim asked if there were any more questions about the budget. Tom Wilson said he approached the mayor to see if the Municipality of Monroeville would be willing to provide a vehicle to the Code Enforcement program. He will continue conversations to see if there is a vehicle that could be sold at low costs to the COG.

There was a motion to pass the budget by Joe Costa seconded by Tom Wilson. Motion approved unanimously.

DIRECTOR'S REPORT

See attached report.

Amanda talked about our land banking efforts. We have been really busy going out to most of the towns talking about the land banking. The community meeting in Wilkins was a big success and there were 11 of the 12 municipalities that attended and 5 school board members. Tom Wilson said the largest concern he is hearing from Gateway school board members is the 5% of delinquent tax collection.

Darrell asked the delegates questions about their delinquent tax collection practices. Swissvale is going to be conducting a study to see if there is a way of improving tax

collection. He asked if any of the other municipalities have a good process for collecting the first round of tax collection.

Amanda also talked briefly about the topic of the managers meeting which was mini cell towers. She advised the delegates that it would be beneficial to become educated on mini cell phone towers and ordinances that can control where they are placed and how they look. Representatives from Cohn Law Group came to speak with our managers meeting, they are offering a free review of current ordinances and will be available for service if municipalities would like to pass language on information technology as part of their zoning ordinance. The COG is looking into working with them to create an ordinance our members can use, similar to the ordinance for Verizon.

OPEN DISCUSSION

Darrell informed the delegates that the SPC is having a free workshop focusing on storm water ordinances and funding. The workshop will be held November 18th. More information can be found on the COG's website.

Darrell connected with a gentleman who does outreach and education on health care exchanges for the Affordable Care Act. His group is trying to get out as much information about the Affordable care act as possible. Darrell asked if the group would be interested in hearing from this person at a board meeting. Tim said it was okay for him to do a 10 min presentation at the next meeting, and asked Darrell to get the gentleman in connect with Amanda.

Sylvia announced that there were not enough people at the tax collection committee meeting tonight. She is very frustrated that the group continues to have issues getting a quorum and has not been able to conduct business. She advised if you're delegate is not able to attend to send somebody else. Amanda advised that there can be a delegate and two alternatives.

Motion to adjourn made by Joe Costa, seconded by Tom Wilson. Motion passed unanimously.