

LOCAL GOVERNMENT COMMISSION

Wednesday
June 12, 2024

8:45 A.M.

Room 515 Irvis Office Building/
Zoom Livestream

MEMBERS

Senator Scott E. Hutchinson, Chairman
Senator Cris Dush
Senator Rosemary M. Brown
Senator Timothy P. Kearney
Senator Carolyn T. Comitta
Representative Robert Freeman
Representative Christina D. Sappey
Representative Ismail Smith-Wade-El
Representative R. Lee James
Representative Dan Moul

STAFF

David A. Greene, Executive Director
Kristopher J. Gazsi, Assistant Director-Legal Counsel
Martin A. Toth, Associate Legal Counsel
Julia E. Frey, Research Analyst
Rex Burman, Research Analyst
Karen S. Bear, Executive Assistant
Sonya I. Ebersole, Fiscal Administrator

AGENDA

1. The meeting is called to order.
2. Approval of the minutes of the March 20, 2024, and May 8, 2024, business meetings.
3. Approval of the financial reports for March, April, and May 2024.
4. Personnel policy amendments.
5. Possible amendment to Commission vacancy bills—SB 1119/HB 2160 and SB 1131/HB 2165.
6. Act 38 of 2023 – Automated Speed Enforcement Study.
7. PSAECO priorities.
8. Other Business.
9. Adjournment.

Join Zoom Meeting

<https://us02web.zoom.us/j/88618223771?pwd=US9SVUJJaXNjQ0paODhwd0JBZEduZz09>

Meeting ID: 886 1822 3771

Passcode: 751860

IN-PERSON AND LIVESTREAM BUSINESS MEETING OF THE LOCAL GOVERNMENT COMMISSION

Wednesday, March 20, 2024

The meeting of the Local Government Commission (Commission) was called to order by Senator Scott Hutchinson at 9:04 a.m. in Room 515 Irvis Office Building with the following Commission Members, staff and guests participating in-person and remotely:

MEMBERS

- Senator Scott E. Hutchinson, Chair**
- Senator Cris Dush**
- Senator Rosemary M. Brown**
- Senator Timothy P. Kearney**
- Senator Carolyn T. Comitta**
- Representative Robert Freeman**
- Representative R. Lee James**
- Representative Dan Moul**

STAFF

- David A. Greene, Executive Director**
- Kristopher J. Gazsi, Assistant Director**
- Martin A. Toth, Associate Legal Counsel**
- Julia Frey, Research Analyst**
- Jaren N. Bittinger, Research Analyst**
- Karen S. Bear, Executive Assistant**
- Ethan Rosenberry, Intern**

GUESTS

- Matthew Deegan, Senator Hutchinson’s Office**
- Sam Arnold, Senator Kearney’s Office**
- Emily Eyster, Senator Comitta’s Office**
- Teresa Leitner, Representative James’ Office**
- Mary Yoder, Senate Local Government Committee (R)**
- Jon Castelli, House Local Government Committee (D)**
- Joshua Walker, House Local Government Committee (R)**
- Lindsay Ewing, House Local Government Committee (R)**
- Terri Wills, PA Department of Community and Economic Development**
- Eric Jespersen, Pennsylvania State Geospatial Coordinating Board**
- Frank Mazza, County Commissioners Association of Pennsylvania**
- Sophie Eyer, County Commissioners Association of Pennsylvania**
- Amy Sturges, Pennsylvania Municipal League**
- Kaitlin Erickson, Pennsylvania Municipal League**
- Ed Troxell, Pennsylvania State Association of Boroughs**
- Ron Grutza, Pennsylvania State Association of Boroughs**
- Logan Stover, Pennsylvania State Association of Boroughs**
- A.C. Stickel, Pennsylvania State Association of Elected County Officials**
- Joe Gerdes, Pennsylvania State Association of Township Supervisors**

IN-PERSON AND LIVESTREAM BUSINESS MEETING OF THE LOCAL GOVERNMENT COMMISSION

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**Brian Rengert, Pennsylvania State Association of Township Supervisors
Barbara Huesken, Pennsylvania NewsMedia Association
Emme Reiser, Pennsylvania Association of Realtors
Donna Gentile, Carbon County Recorder of Deeds
Dawn Blauch, Lebanon County Recorder of Deeds
Clint Cullison, Greenlee Partners
Ryan Stevens, Duane Morris Government Strategies
Sherri Chippo, Small Business Advocate**

The Executive Director made a statement that the in-person and virtual meeting was being recorded and conducted with both Member and Commission staff participation. On Monday, March 11, 2024, notice of the meeting was posted on the committee meeting pages of the Senate of Pennsylvania and the House of Representatives through the Legislative Data Processing Center. The meeting agenda was posted on the Commission’s website, www.lgc.state.pa.us, on Monday, March 18, 2024, and outside of the Commission’s office located at 506 Irvis Office Building. Any questions on agenda items for consideration by the Commission were addressed during the meeting. After adjournment, the recording of the meeting will be posted on the Commission’s website at www.lgc.state.pa.us.

The Members reviewed the minutes of the December 13, 2023, business meeting, which were unanimously approved on a motion by Senator Brown and a second by Senator Kearney. The financial reports for the months of December 2023, January 2024, and February 2024 were presented, and an explanation was given by the Executive Director. The financial reports were unanimously approved on a motion by Representative Freeman and a second by Representative James.

An update was given by the Executive Director as to the various studies and research reports currently allocated to Commission staff.

- 1. Act 34 of 2023 directs the Legislative Budget and Finance Committee, in conjunction with the Joint State Government Committee and the Local Government Commission, to study 911 communications, with a report deadline of December 30, 2024. The study shall include:**
 - a. determining any efficiencies that can be gained in the current 911 system or potential efficiencies that can be gained with a different 911 system;**
 - b. reviewing operations in other states; the amount of funding that the other states provide through all funding sources, including the state funding per capita; and the makeup of the local share;**
 - c. options for the consolidation of county 911 systems, including the option of regional task forces proposed by the agency;**
 - d. options to allow 911 system employees to work from home;**
 - e. the use of artificial intelligence and other innovative technology for the operation of a 911 system and 988 suicide and crisis lifeline, including recommended standards;**
 - f. the integration of the 988 suicide and crisis lifeline into the 911 system, including protocols to support the effective communication and coordination of responders, law enforcement and fire and ambulance services, during a behavioral health crisis;**
 - g. the integration of Pennsylvania State Police dispatch into the 911 system;**
 - h. standards and procedures which should be followed when a behavioral health crisis**

IN-PERSON AND LIVESTREAM BUSINESS MEETING OF THE LOCAL GOVERNMENT COMMISSION

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is routed to 988 as an alternative to law enforcement, including consideration of cultural or linguistic barriers and policies established by the National Suicide Prevention Lifeline; and

- i. the use of automatic alarms and call stacking, including recommended standards.
2. Act 38 of 2023 directs the Commission to study expanding automated speed enforcement on highways and streets owned by municipalities, with a deadline of two years after passage of the Act to submit a report to the General Assembly and provide findings and recommendations on the expansion of automated speed enforcement on highways and streets owned by municipalities. Assuming that the bill is signed into law by the end of this year, the required report would be due in December 2025.
3. A Member, on behalf of the Statewide Blight Reform Task Force, has requested the Commission to study the current status of property maintenance code enforcement in the Commonwealth. This study *is currently being undertaken*. Surveys have been collected from both municipal officials and property owners and developers to gather information on the current status. Additionally, the Commission has conducted comparative research of code enforcement in other states. The study is now in its final reporting stages.
4. A Member has requested the Commission's assistance in researching issues regarding regionalized municipal police departments and increasing the threshold of officers above which a municipality must follow the civil service commission when hiring. The Member has requested a deadline of summer, 2024.

In addition to the above current projects, the Assessor's Association of Pennsylvania has plans to revisit the work done during the Commission's 2016 Assessment Reform Taskforce and continue its work, including nationwide research on cyclical reassessments. Commission staff participated in planning meetings in January and February, which served to set the groundwork for the evaluation of cyclical reassessments. However, the extent and expected deadlines for Commission work has yet to be fully determined.

The Chairman regretfully announced that Commission Research Analyst Jaren Bittinger has tendered his resignation. Mr. Bittinger, who interned with the Commission in 2019, started with the Commission on April 14, 2022. Commission Members thanked Mr. Bittinger for his service to the Commission and wished him well in his future endeavors. Mr. Bittinger's last day with the Commission is Thursday, March 28, 2024. The Executive Director thanked Mr. Bittinger for his loyal service to the Commission and the General Assembly.

The Executive Director introduced Commission intern, Ethan Rosenberry. Mr. Rosenberry, who is a third-year student at Shippensburg University studying political science, has been assisting the research staff with legislative inquiries and performing research duties on the Commission's publications, the *Quarterly Legal Update* and the *Legislator's Municipal Deskbook*.

The Executive Director stated that he and Assistant Director Kris Gazsi are having ongoing discussions with stakeholders on the issue of specific plans and will provide an update to the Members at a future meeting. As was discussed at the December 13, 2023, business meeting, proposed legislation recommended by the State Planning Board would amend the Pennsylvania Municipalities Planning Code (MPC) by extending and expanding authorizations to adopt and implement specific plans beyond multi-municipal comprehensive plans. This would allow a

IN-PERSON AND LIVESTREAM BUSINESS MEETING OF THE LOCAL GOVERNMENT COMMISSION

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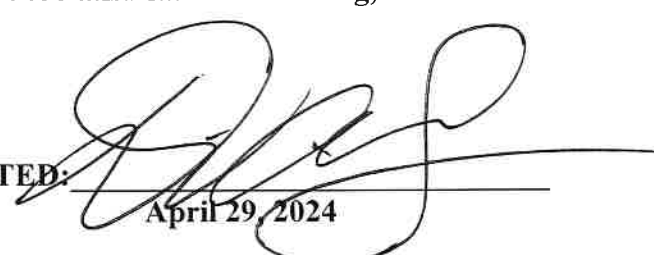
municipality to adopt and implement a detailed plan for development that is consistent with and an extension of a municipal comprehensive plan.

Representative Moul offered his best wishes to Ed Troxell of the Pennsylvania State Association of Boroughs (PSAB) on his upcoming retirement on March 22, 2024. Mr. Troxell has served PSAB for 24 years, most recently as the PSAB's Director of Government Affairs. Mr. Troxell thanked the Commission Members and staff for the many years of camaraderie and collaboration.

As the last order of business, the Director announced that the next Commission business meeting is scheduled for Wednesday, April 10, 2024, at 9:00 a.m. At that meeting, an executive session may be called to discuss personnel issues.

The meeting adjourned at 9:19 a.m.

ATTESTED:



April 29, 2024

IN-PERSON AND LIVESTREAM BUSINESS MEETING OF THE LOCAL GOVERNMENT COMMISSION

Wednesday, May 8, 2024

The meeting of the Local Government Commission (Commission) was called to order by Senator Scott Hutchinson at 9:03 a.m. in Room 515 Irvis Office Building with the following Commission Members, staff and guests participating in-person and remotely:

MEMBERS

- Senator Scott E. Hutchinson, Chair**
- Senator Cris Dush**
- Senator Timothy P. Kearney**
- Senator Carolyn T. Comitta**
- Representative Christina D. Sappey**
- Representative R. Lee James**
- Representative Dan Moul**

STAFF

- David A. Greene, Executive Director**
- Kristopher J. Gazsi, Assistant Director**
- Martin A. Toth, Associate Legal Counsel**
- Julia Frey, Research Analyst**
- Karen S. Bear, Executive Assistant**
- Sonya I. Ebersole, Fiscal Administrator**

GUESTS

- Matthew Deegan, Senator Hutchinson’s Office**
- Sam Arnold, Senator Kearney’s Office**
- Emily Eyster, Senator Comitta’s Office**
- Ryan Carpenter, Representative Freeman’s Office**
- Teresa Leitner, Representative James’ Office**
- Mary Yoder, Senate Local Government Committee (R)**
- Jon Castelli, House Local Government Committee (D)**
- Lindsay Ewing, House Local Government Committee (R)**
- Dante Jacobelli, House Democratic Legislative Policy and Research Office**
- Michelle Tarquino, Office of Governor Josh Shapiro**
- Terri Wills, PA Department of Community and Economic Development**
- Eric Jespersen, Pennsylvania State Geospatial Coordinating Board**
- Ron Grutza, Pennsylvania State Association of Boroughs**
- Logan Stover, Pennsylvania State Association of Boroughs**
- Holly Fishel, Pennsylvania State Association of Township Supervisors**
- Catherine Gavenonis, Pennsylvania NewsMedia Association**
- Donna Gentile, Carbon County Recorder of Deeds**
- Ian Karbal, Pennsylvania Capital-Star**

At 9:03 a.m., the Members resolved themselves into executive session to confer about Commission personnel issues. At 9:45 a.m. the Members returned to public session.

IN-PERSON AND LIVESTREAM BUSINESS MEETING OF THE LOCAL GOVERNMENT COMMISSION

Page 2 – May 8, 2024

The Executive Director made a statement that the in-person and virtual meeting was being recorded and conducted with both Member and Commission staff participation. On Wednesday, April 24, 2024, notice of the meeting was posted on the committee meeting pages of the Senate of Pennsylvania and the House of Representatives through the Legislative Data Processing Center. The meeting agenda was posted on the Commission’s website, www.lgc.state.pa.us, on Monday, May 6, 2024, and outside of the Commission’s office located at 506 Irvis Office Building. Any questions on agenda items for consideration by the Commission were addressed during the meeting. After adjournment, the recording of the meeting will be posted on the Commission’s website at www.lgc.state.pa.us.

As a result of the Executive Session, the Members voted unanimously on a motion by Senator Comitta, and a second by Representative Moul, to tender an offer of employment to Rex Burman for the position as Commission Research Analyst at a starting salary of \$45,000 a year with a possible added adjustment following a satisfactory six-month evaluation. The Members also voted unanimously on a motion by Senator Dush, with a second by Senator Kearney, to offer employment to Jonathan Baughman as an additional Research Analyst at a starting salary of \$45,000 with a possible added adjustment following a satisfactory six-month evaluation. Members congratulated Mr. Burman and Mr. Baughman on their new positions.

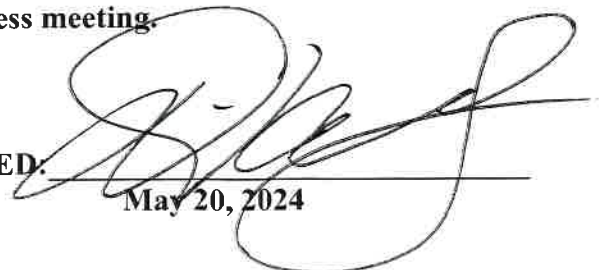
A draft copy of the Commission’s newest report, *Property Maintenance Code Enforcement*, was provided to the Members for their perusal. The report is a product of the ongoing Statewide Blight Task Force chaired by Senator David Argall. The Task Force has regularly discussed the importance of property maintenance code enforcement as a tool in mitigating and preventing blight. That conversation has included concerns raised by municipalities regarding their ability to adequately address code enforcement, in part due to the Commonwealth’s lack of a statewide property maintenance code or related training program for code officers. Additionally, Task Force members discussed feedback they have received from developers and property owners regarding property maintenance code enforcement and what they felt was overly cumbersome and inconsistent standards and enforcement policies. The Task Force has been very interested in learning how municipalities navigate maintenance code enforcement, since Pennsylvania does not have a statewide property maintenance code or related training program for code officers. Therefore, the Commission was requested by Senator Argall to conduct a study on municipal property maintenance code enforcement. Comparative state research was also conducted on municipal property maintenance code enforcement policies nationwide. Commission Research Analyst Julia Frey, who spearheaded the report, highlighted the findings, and addressed questions posed by the Members. At the conclusion of the discussion, the Members voted unanimously on a motion by Senator Dush and a second by Representative James to authorize the public release of the Commission’s newest report. The publication may be viewed on the Commission’s website, www.lgc.state.pa.us.

Due to the Senate and House session starting times, the remaining items on today’s Commission agenda will be addressed at the June 12 business meeting.

The meeting was adjourned at 9:50 a.m.

ATTESTED:

May 20, 2024



LOCAL GOVERNMENT COMMISSION
FINANCIAL STATEMENT
MONTH OF MARCH 2024
GENERAL ACCOUNT

3A

APPROPRIATION: 30118

Fiscal Year	Balance as of 07/01/2023	Balance as of 03/01/2024	Current Month Change	Year-to-Date Change	Balance as of 03/31/2024
2021-22	FY Beginning Balance	\$957,321.22			
	Monthly Beginning Balance		\$671,926.13		
	Monthly Expenses		\$0.00		
	Monthly Refunds or Transfers		\$0.00		
	Net Change		\$0.00	(\$285,395.09)	
	Year-to-Date Balance				\$671,926.13
2022-23	FY Beginning Balance	\$1,030,026.25			
	Monthly Beginning Balance		\$1,038,515.33		
	Monthly Expenses		\$0.00		
	Monthly Refunds or Transfers		\$0.00		
	Net Change		\$0.00	\$8,489.08	
	Year-to-Date Balance				\$1,038,515.33
2023-24	FY Beginning Balance	\$0.00			
	Monthly Beginning Balance		\$864,685.79		
	Monthly Expenses		(\$83,947.13)		
	Monthly Refunds or Transfers		\$0.00		
	Net Change		(\$83,947.13)	\$780,738.66	
	Year-to-Date Balance				\$780,738.66
Total Available		\$1,987,347.47			\$2,491,180.12
Three Month Reserve		(268,500.00)			(268,500.00)
Total Available Three Month Reserve		\$1,718,847.47			\$2,222,680.12

EXPENDITURES: 30118

Monthly Expenses

July	\$79,056.42	Oct.	\$96,990.91	Jan.	\$94,793.89	Apr.
Aug.	\$83,484.71	Nov.	\$95,142.09	Feb.	\$82,457.18	May
Sept	\$81,943.54	Dec.	\$81,419.56	Mar.	\$83,947.13	Jun

Itemized Expenses

	<u>Total for Month</u>	<u>Total to Date</u>
Salaries	\$31,297.43	\$273,141.85
Federal Withholding Tax	\$3,990.04	\$36,395.19
State Income Tax	\$1,474.29	\$12,976.94
Keystone - Local Wage Tax	\$814.81	\$7,192.73
Employee Social Security & Medicare	\$3,554.39	\$31,261.07
Employee Senate Benefits	\$459.44	\$4,104.37
State Employee Combined Appeal	\$80.00	\$720.00
Deferred Compensation	\$1,750.00	\$15,750.00
Local Service Tax	\$104.00	\$845.00
Employee Unemployment Compensation	\$32.88	\$289.15
State Social Security & Medicare	\$3,554.39	\$31,261.07
Highmark Blue Shield	\$11,095.36	\$99,858.24
Senate Benefits	\$4,098.02	\$36,862.30
State Employee Assistance Program (SEAP)	\$0.00	\$100.00
SWIF	\$697.69	\$2,060.71
Employer Unemployment Compensation	\$0.00	\$990.29
Conferences	\$425.00	\$2,079.78
Miscellaneous	\$1,381.15	\$26,294.69
Employer Annuitant Benefits	\$0.00	\$26,067.77
Retirement - EmployEE Defined Benefits	\$2,995.82	\$26,770.73
Retirement - EmployEE Defined Contribution	\$299.68	\$2,697.11
Retirement - EmployER Defined Benefits	\$15,635.28	\$139,457.78
Retirement - EmployER Defined Contributions	\$207.46	\$2,058.66
Total	\$83,947.13	\$779,235.43

**LOCAL GOVERNMENT COMMISSION
CHECKS WRITTEN IN MARCH**

3/1/2024

VT#20234501011

Local Services Tax	52.00
Prescription drug insurance	1,578.91
Vision care insurance	49.74
Hospitalization insurance	5,547.68
UC deductions	16.44
Medicare deductions	336.81
SECA deductions	40.00
Group life insurance, additional	17.46
Group life insurance	75.04
State tax deductions	737.03
Social Security	1,440.10
Harrisburg wage tax deductions	407.35
Employee Contributions deduction	229.72
Harrisburg wage tax deductions	-407.35
Dental care insurance	324.03
Medicare insurance	336.81
Social security deductions	1,440.10
Federal income tax deductions	1,995.02
Wages	15,645.42

3/4/2024

VT#04500000042731

State Employees' Retirement System	103.73
State Employees' Retirement System	875.00
State Employees' Retirement System	7,817.64
State Employees' Retirement System	1,497.91
State Employees' Retirement System	149.84

3/18/2024

VT#20234501012

Harrisburg wage tax deductions	-407.46
Dental care insurance	324.03
Local Services Tax	52.00
Medicare insurance	336.91
Vision care insurance	49.74
Social security deductions	1,440.57
Long-term disability insurance	82.70
Medicare deductions	336.91
SECA deductions	40.00
Federal income tax deductions	1,995.02
Hospitalization insurance	5,547.68
State tax deductions	737.26
Harrisburg wage tax deductions	407.46
Social Security	1,440.57
UC deductions	16.44
Prescription drug insurance	1,578.91
Wages	15,652.01
Group life insurance, additional	17.46
Employee Contributions deduction	229.72

3/21/2024

VT#04500000043032

State Employees' Retirement System	149.84
State Employees' Retirement System	875.00
State Employees' Retirement System	103.73
State Employees' Retirement System	7,817.64
State Employees' Retirement System	1,497.91

3/25/2024		
VT#04500000043080		
Worker's Compensation Program		697.69
3/26/2024		
VT#04500000043099		
Thomson Reuters - West		1,135.00
George T. Bisel Co., Inc.		246.15
PA State Association of Boroughs		350.00
Toth, Martin A		75.00
3/29/2024		
AM#88164584		
Local Government Commission-Code Account		-4.30
Local Government Commission-Code Account		4.30
3/29/2024		
AM#88164586		
Local Government Commission-Code Account		-0.70
Local Government Commission-Code Account		.70

LOCAL GOVERNMENT COMMISSION
 FINANCIAL STATEMENT
 MONTH OF MARCH 2024
 CODE ACCOUNT

APPROPRIATION: 30121

Fiscal Year		Balance as of 07/01/2023	Balance as of 03/01/2024	Current Month Change	Year-to-Date Change	Balance as of 03/31/2024
2017-18	FY Beginning Balance	\$117,355.54				
	Monthly Beginning Balance		\$117,355.54			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$0.00	
	Year-to-Date Balance					\$117,355.54
2018-19	FY Beginning Balance	\$23,065.40				
	Monthly Beginning Balance		\$23,065.40			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$0.00	
	Year-to-Date Balance					\$23,065.40
2019-20	FY Beginning Balance	\$24,063.00				
	Monthly Beginning Balance		\$24,063.00			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$0.00	
	Year-to-Date Balance					\$24,063.00
2020-21	FY Beginning Balance	\$24,000.00				
	Monthly Beginning Balance		\$24,000.00			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$0.00	
	Year-to-Date Balance					\$24,000.00
2021-22	FY Beginning Balance	\$23,845.20				
	Monthly Beginning Balance		\$23,845.20			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$0.00	
	Year-to-Date Balance					\$23,845.20
2022-23	FY Beginning Balance	\$20,388.65				
	Monthly Beginning Balance		\$20,406.25			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			(\$5.00)		
	Net Change			(\$5.00)	\$12.60	
	Year-to-Date Balance					\$20,401.25
2023-24	FY Beginning Balance	\$0.00				
	Monthly Beginning Balance		\$20,268.95			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$20,268.95	
	Year-to-Date Balance					\$20,268.95
Total		\$232,717.79				\$252,999.34

EXPENDITURES: 30121

Monthly Expenses

July	Oct.	Jan.	\$3,551.05	Apr.
Aug.	Nov.	Feb.		May
Sept. \$110.00	Dec.	Mar.		Jun

Itemized Expenses

	<u>Total for Month</u>	<u>Total to Date</u>
Metered mail postage	\$0.00	\$3,551.05
Other publications	\$0.00	\$180.00
Total	<u>\$0.00</u>	<u>\$3,731.05</u>

LOCAL GOVERNMENT COMMISSION
FINANCIAL STATEMENT
MONTH OF APRIL 2024
GENERAL ACCOUNT

3B

APPROPRIATION: 30118

Fiscal Year	Balance as of 07/01/2023	Balance as of 04/01/2024	Current Month Change	Year-to-Date Change	Balance as of 04/30/2024
2021-22	FY Beginning Balance	\$957,321.22			
	Monthly Beginning Balance		\$671,926.13		
	Monthly Expenses		(\$13,033.89)		
	Monthly Refunds or Transfers		(\$658,892.24)		
	Net Change		(\$671,926.13)	(\$957,321.22)	
	Year-to-Date Balance				\$0.00
2022-23	FY Beginning Balance	\$1,030,026.25			
	Monthly Beginning Balance		\$1,038,515.33		
	Monthly Expenses		\$0.00		
	Monthly Refunds or Transfers		\$79,183.29		
	Net Change		\$79,183.29	\$87,672.37	
	Year-to-Date Balance				\$1,117,698.62
2023-24	FY Beginning Balance	\$0.00			
	Monthly Beginning Balance		\$780,738.66		
	Monthly Expenses		(\$78,582.61)		
	Monthly Refunds or Transfers		\$579,833.95		
	Net Change		\$501,251.34	\$1,281,990.00	
	Year-to-Date Balance				\$1,281,990.00
Total Available		\$1,987,347.47			\$2,399,688.62
Three Months Reserve		(268,500.00)			(268,500.00)
Total Available Three Months Reserve		\$1,718,847.47			\$2,131,188.62

EXPENDITURES: 30118

Monthly Expenses

July	\$79,056.42	Oct.	\$96,990.91	Jan.	\$94,793.89	Apr.	\$91,616.50
Aug.	\$83,484.71	Nov.	\$95,142.09	Feb.	\$82,457.18	May	
Sept	\$81,943.54	Dec.	\$81,419.56	Mar.	\$83,947.13	June	

Itemized Expenses

	Total for Month	Total to Date
Salaries	\$29,626.74	\$302,768.59
Federal Withholding Tax	\$4,219.22	\$40,614.41
State Income Tax	\$1,414.68	\$14,391.62
Keystone - Local Wage Tax	\$784.16	\$7,976.89
Employee Social Security & Medicare	\$3,405.87	\$34,666.94
Employee Senate Benefits	\$417.44	\$4,521.81
State Employee Combined Appeal	\$80.00	\$800.00
Deferred Compensation	\$1,850.00	\$17,600.00
Local Service Tax	\$91.00	\$936.00
Employee Unemployment Compensation	\$31.48	\$320.63
State Social Security & Medicare	\$3,405.87	\$34,666.94
Highmark Blue Shield	\$10,365.40	\$110,223.64
Senate Benefits	\$3,789.31	\$40,651.61
State Employee Assistance Program (SEAP)	\$0.00	\$100.00
SWIF	\$0.00	\$2,060.71
Employer Unemployment Compensation	\$0.00	\$990.29
Conferences	\$0.00	\$2,079.78
Miscellaneous	\$1,135.00	\$27,429.69
Employer Annuitant Benefits	\$13,033.89	\$39,101.66
Retirement - EmployEE Defined Benefits	\$2,785.82	\$29,556.55
Retirement - EmployEE Defined Contribution	\$163.18	\$2,860.29
Retirement - EmployER Defined Benefits	\$14,904.48	\$154,362.26
Retirement - EmployER Defined Contributions	\$112.96	\$2,171.62
Total	\$91,616.50	\$870,851.93

**LOCAL GOVERNMENT COMMISSION
CHECKS WRITTEN IN APRIL**

4/1/2024		
AM88164630		
Local Government Commission-Code Account		-4.30
4/1/2024		
AM88164631		
Local Government Commission-Code Account		-0.70
4/2/2024		
VT#20234501013		
Social security deductions		150.27
Social Security		150.27
Harrisburg wage tax deductions		-38.78
UC deductions		1.69
Wages		1,590.27
Federal income tax deductions		533.24
Medicare deductions		35.14
Harrisburg wage tax deductions		38.78
Medicare insurance		35.14
State tax deductions		74.41
4/2/2024		
VT#20234501014		
Employee Contributions deduction		208.72
Group life insurance, additional		17.37
SECA deductions		40.00
Social security deductions		1,312.77
UC deductions		14.98
Local Services Tax		-45.50
Social Security		1,312.77
Group life insurance		65.11
State tax deductions		673.97
Prescription drug insurance		1,461.95
Federal income tax deductions		1,842.99
Harrisburg wage tax deductions		-374.44
Harrisburg wage tax deductions		374.44
Dental care insurance		299.34
Vision care insurance		45.87
Local Services Tax		45.50
Hospitalization insurance		5,182.70
Wages		14,128.00
Medicare deductions		307.02
Medicare insurance		307.02
4/3/2024		
VT#04500000043229		
State Employees' Retirement System		1,392.91
State Employees' Retirement System		56.48
State Employees' Retirement System		81.59
State Employees' Retirement System		7,452.24
State Employees' Retirement System		925.00
4/16/2024		
VT#20234501015		
Local Services Tax		45.50
Medicare insurance		303.40
Harrisburg wage tax deductions		-370.94
Social security deductions		1,297.27

Vision care insurance	45.87
Long-term disability insurance	75.14
Social Security	1,297.27
Prescription drug insurance	1,461.95
UC deductions	14.81
Dental care insurance	299.34
SECA deductions	40.00
Federal income tax deductions	1,842.99
Employee Contributions deduction	208.72
Harrisburg wage tax deductions	370.94
Medicare deductions	303.40
Hospitalization insurance	5,182.70
Group life insurance, additional	17.37
Wages	13,908.47
Local Services Tax	-45.50
State tax deductions	666.30
4/17/2024	
VT#04500000043451	
State Employees' Retirement System	1,392.91
State Employees' Retirement System	56.48
State Employees' Retirement System	81.59
State Employees' Retirement System	7,452.24
State Employees' Retirement System	925.00
4/19/2024	
VT#04500000043483	
Employer Annuitant Benefits	13,033.89
4/24/2024	
VT#04500000043540	
Local Government Commission	-79,183.29
Local Government Commission	658,892.24
Local Government Commission	-579,708.95
4/25/2024	
VT#04500000043579	
Thomson Reuters - West	1,135.00
4/25/2024	
RE#45004076	
PA State Association of Boroughs	-125.00
4/26/2024	
VT#04500000043594	
Harrisburg wage tax deductions	2,430.15

LOCAL GOVERNMENT COMMISSION
 FINANCIAL STATEMENT
 MONTH OF APRIL 2024
 CODE ACCOUNT

APPROPRIATION: 30121

Fiscal Year		Balance as of 07/01/2023	Balance as of 04/01/2024	Current Month Change	Year-to-Date Change	Balance as of 04/30/2024
2017-18	FY Beginning Balance	\$117,355.54				
	Monthly Beginning Balance		\$117,355.54			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$0.00	
	Year-to-Date Balance					\$117,355.54
2018-19	FY Beginning Balance	\$23,065.40				
	Monthly Beginning Balance		\$23,065.40			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$0.00	
	Year-to-Date Balance					\$23,065.40
2019-20	FY Beginning Balance	\$24,063.00				
	Monthly Beginning Balance		\$24,063.00			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$0.00	
	Year-to-Date Balance					\$24,063.00
2020-21	FY Beginning Balance	\$24,000.00				
	Monthly Beginning Balance		\$24,000.00			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$0.00	
	Year-to-Date Balance					\$24,000.00
2021-22	FY Beginning Balance	\$23,845.20				
	Monthly Beginning Balance		\$23,845.20			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$0.00	
	Year-to-Date Balance					\$23,845.20
2022-23	FY Beginning Balance	\$20,388.65				
	Monthly Beginning Balance		\$20,401.25			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$0.00		
	Net Change			\$0.00	\$12.60	
	Year-to-Date Balance					\$20,401.25
2023-24	FY Beginning Balance	\$0.00				
	Monthly Beginning Balance		\$20,268.95			
	Monthly Expenses			\$0.00		
	Monthly Refunds or Transfers			\$5.00		
	Net Change			\$5.00	\$20,273.95	
	Year-to-Date Balance					\$20,273.95
Total Available		\$232,717.79				\$253,004.34

EXPENDITURES: 30121

Monthly Expenses

July	Oct.	Jan.	\$3,551.05	Apr.
Aug.	Nov.	Feb.		May
Sept	Dec.	Mar.		June

Itemized Expenses

		<u>Total for Month</u>	<u>Total to Date</u>
	Metered mail postage	\$0.00	\$3,551.05
	Other publications	\$0.00	\$180.00
Total		<u>\$0.00</u>	<u>\$3,731.05</u>

LOCAL GOVERNMENT COMMISSION
FINANCIAL STATEMENT
MONTH OF MAY 2024
GENERAL ACCOUNT

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APPROPRIATION: 30118

Fiscal Year	Balance as of 07/01/2023	Balance as of 05/01/2024	Current Month Change	Year-to-Date Change	Balance as of 05/31/2024
2021-22	FY Beginning Balance	\$957,321.22			
	Monthly Beginning Balance		\$0.00		
	Monthly Expenses		\$0.00		
	Monthly Refunds or Transfers		\$0.00		
	Net Change		\$0.00	(\$957,321.22)	
	Year-to-Date Balance				\$0.00
2022-23	FY Beginning Balance	\$1,030,026.25			
	Monthly Beginning Balance		\$1,117,698.62		
	Monthly Expenses		\$0.00		
	Monthly Refunds or Transfers		\$0.00		
	Net Change		\$0.00	\$87,672.37	
	Year-to-Date Balance				\$1,117,698.62
2023-24	FY Beginning Balance	\$0.00			
	Monthly Beginning Balance		\$1,281,990.00		
	Monthly Expenses		(\$80,463.08)		
	Monthly Refunds or Transfers		\$2,609.21		
	Net Change		(\$77,853.87)	\$1,204,136.13	
	Year-to-Date Balance				\$1,204,136.13
Total Available		\$1,987,347.47			\$2,321,834.75
Three Month Reserve		(268,500.00)			(268,500.00)
Total Available Three Month Reserve		\$1,718,847.47			\$2,053,334.75

EXPENDITURES: 30118

Monthly Expenses

July	\$79,056.42	Oct.	\$96,990.91	Jan.	\$94,793.89	Apr.	\$91,616.50
Aug.	\$83,484.71	Nov.	\$95,142.09	Feb.	\$82,457.18	May	\$80,463.08
Sept	\$81,943.54	Dec.	\$81,419.56	Mar.	\$83,947.13	June	

Itemized Expenses

	<u>Total for Month</u>	<u>Total to Date</u>
Salaries	\$29,314.66	\$332,083.25
Federal Withholding Tax	\$4,024.55	\$44,638.96
State Income Tax	\$1,405.69	\$15,797.31
Keystone - Local Wage Tax	\$780.36	\$8,757.25
Employee Social Security & Medicare	\$3,383.48	\$38,050.42
Employee Senate Benefits	\$436.19	\$4,958.00
State Employee Combined Appeal	\$80.00	\$880.00
Deferred Compensation	\$1,950.00	\$19,550.00
Local Service Tax	\$97.50	\$1,033.50
Employee Unemployment Compensation	\$31.29	\$351.92
State Social Security & Medicare	\$3,383.48	\$38,050.42
Highmark Blue Shield	\$11,423.84	\$121,647.48
Senate Benefits	\$4,152.37	\$44,803.98
State Employee Assistance Program (SEAP)	\$0.00	\$100.00
SWIF	\$0.00	\$2,060.71
Employer Unemployment Compensation	\$0.00	\$990.29
Conferences	\$289.06	\$2,368.84
Miscellaneous	\$1,261.22	\$28,690.91
Employer Annuitant Benefits	\$0.00	\$39,101.66
Retirement - EmployEE Defined Benefits	\$2,872.37	\$32,428.92
Retirement - EmployEE Defined Contribution	\$219.44	\$3,079.73
Retirement - EmployER Defined Benefits	\$15,205.67	\$169,567.93
Retirement - EmployER Defined Contributions	\$151.91	\$2,323.53
Total	\$80,463.08	\$951,315.01

**LOCAL GOVERNMENT COMMISSION
CHECKS WRITTEN IN MAY**

5/1/2024

VT#20234501016

Harrisburg wage tax deductions	-374.20
UC deductions	14.97
SECA deductions	40.00
Medicare deductions	306.77
Wages	14,068.85
Vision care insurance	45.87
Dental care insurance	299.34
Social security deductions	1,311.70
Harrisburg wage tax deductions	374.20
Federal income tax deductions	1,836.99
Hospitalization insurance	5,182.70
Social Security	1,311.70
Employee Contributions deduction	208.72
Group life insurance	65.11
Local Services Tax	45.50
State tax deductions	673.44
Prescription drug insurance	1,461.95
Medicare insurance	306.77
Local Services Tax	-45.50
Group life insurance, additional	17.37

5/3/2024

VT#04500000043716

State Employees' Retirement System	975.00
State Employees' Retirement System	1,392.91
State Employees' Retirement System	56.48
State Employees' Retirement System	7,452.24
State Employees' Retirement System	81.59

5/7/2024

VT#04500000043747

Department of General Services	44.07
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5/16/2024

VT#04500000043923

Toth, Martin A	282.56
Toth, Martin A	6.50
Gazsi, Kristopher J.	82.15
Thomson Reuters - West	1,135.00

5/16/2024

VT#20234501017

Harrisburg wage tax deductions	-377.05
Medicare deductions	309.72
SECA deductions	40.00
Vision care insurance	45.87
Local Services Tax	45.50
UC deductions	15.11
State tax deductions	679.68
Social security deductions	1,324.30
Hospitalization insurance	5,182.70
Dental care insurance	299.34
Employee Contributions deduction	208.72
Social Security	1,324.30
Federal income tax deductions	1,842.28

Harrisburg wage tax deductions	377.05
Long-term disability insurance	75.14
Prescription drug insurance	1,461.95
Medicare insurance	309.72
Local Services Tax	-45.50
Group life insurance, additional	17.37
Wages	14,242.03
5/17/2024	
VT#04500000043939	
State Employees' Retirement System	7,452.24
State Employees' Retirement System	1,392.91
State Employees' Retirement System	56.48
State Employees' Retirement System	81.59
State Employees' Retirement System	975.00
5/22/2024	
VT#20234501018	
Local Services Tax	-6.50
Social security deductions	106.16
Wages	1,003.78
Vision care insurance	9.66
Social Security	106.16
UC deductions	1.21
Federal income tax deductions	345.28
Harrisburg wage tax deductions	-29.11
Harrisburg wage tax deductions	29.11
Medicare deductions	24.83
Hospitalization insurance	1,058.44
Dental care insurance	61.01
Employee Contributions deduction	18.75
State tax deductions	52.57
Local Services Tax	6.50
Prescription drug insurance	292.39
Medicare insurance	24.83
5/29/2024	
VT#04500000044090	
State Employees' Retirement System	301.19
State Employees' Retirement System	56.26
State Employees' Retirement System	38.95
State Employees' Retirement System	86.55
5/29/2024	
VT#04500000044103	
Local Government Commission	-2,609.21

LOCAL GOVERNMENT COMMISSION
 FINANCIAL STATEMENT
 MONTH OF MAY 2024
 CODE ACCOUNT

APPROPRIATION: 30121

Fiscal Year		Balance as of 07/01/2023	Balance as of 05/01/2024	Current Month Change	Year-to-Date Change	Balance as of 05/31/2024
2017-18	FY Beginning Balance	\$117,355.54	\$117,355.54			
	Monthly Beginning Balance					
	Monthly Expenses				\$0.00	
	Monthly Refunds or Transfers				\$0.00	
	Net Change				\$0.00	\$0.00
	Year-to-Date Balance					\$117,355.54
2018-19	FY Beginning Balance	\$23,065.40	\$23,065.40			
	Monthly Beginning Balance					
	Monthly Expenses				\$0.00	
	Monthly Refunds or Transfers				\$0.00	
	Net Change				\$0.00	\$0.00
	Year-to-Date Balance					\$23,065.40
2019-20	FY Beginning Balance	\$24,063.00	\$24,063.00			
	Monthly Beginning Balance					
	Monthly Expenses				\$0.00	
	Monthly Refunds or Transfers				\$0.00	
	Net Change				\$0.00	\$0.00
	Year-to-Date Balance					\$24,063.00
2020-21	FY Beginning Balance	\$24,000.00	\$24,000.00			
	Monthly Beginning Balance					
	Monthly Expenses				\$0.00	
	Monthly Refunds or Transfers				\$0.00	
	Net Change				\$0.00	\$0.00
	Year-to-Date Balance					\$24,000.00
2021-22	FY Beginning Balance	\$23,845.20	\$23,845.20			
	Monthly Beginning Balance					
	Monthly Expenses				\$0.00	
	Monthly Refunds or Transfers				\$0.00	
	Net Change				\$0.00	\$0.00
	Year-to-Date Balance					\$23,845.20
2022-23	FY Beginning Balance	\$20,388.65	\$20,401.25			
	Monthly Beginning Balance					
	Monthly Expenses				\$0.00	
	Monthly Refunds or Transfers				\$0.00	
	Net Change				\$0.00	\$12.60
	Year-to-Date Balance					\$20,401.25
2023-24	FY Beginning Balance	\$0.00	\$20,273.95			
	Monthly Beginning Balance					
	Monthly Expenses				\$0.00	
	Monthly Refunds or Transfers				\$0.00	
	Net Change				\$0.00	\$20,273.95
	Year-to-Date Balance					\$20,273.95
Total Available		\$232,717.79				\$253,004.34

EXPENDITURES: 30121

Monthly Expenses

July		Oct.		Jan.	\$3,551.05	Apr.
Aug.		Nov.	\$70.00	Feb.		May
Sept	\$110.00	Dec.		Mar.		June

Itemized Expenses

	<u>Total for Month</u>	<u>Total to Date</u>
Metered mail postage	\$0.00	\$3,551.05
Other publications	\$0.00	\$180.00
Total	<u>\$0.00</u>	<u>\$3,731.05</u>



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**LOCAL GOVERNMENT
COMMISSION**
Created in 1935

EXECUTIVE DIRECTOR
David A. Greene

ASSISTANT DIRECTOR
Kristopher J. Gazsi

MEMBERS

Senator Scott E. Hutchinson
Senator Cris Dush
Senator Rosemary M. Brown

Senator Timothy P. Kearney
Senator Carolyn T. Comitta

Representative Robert Freeman
Representative Christina D. Sappay
Representative Ismail Smith-Wade-EI

Representative R. Lee James
Representative Dan Moul

12 June 2024

TO: LGC Members

FROM: David A. Greene, Esq., Executive Director

SUBJECT: Personnel Policy Amendments-Senior Research Analyst and Research Analyst Qualifications

In order to fine-tune our essential job requirements, incentivize tenure, and broaden the potential pool of candidates with skills relevant to the mission of the LGC, I am proposing the attached amendments to our Personnel Policy. Specifically, the SRA and RA positions would be modified to accomplish the following:

- Reduce the term of on-the-job experience necessary to be qualified for promotion to Senior Research Analyst.
- Integrate internship organization and management responsibilities into the SRA position.
- Re-prioritize and modify base-line Research Analyst competencies, including articulation of knowledge to be demonstrated by "preferred" candidates.
- More accurately specify minimum educational/vocational Research Analyst job requirements to more closely reflect the "hit-the-ground" obligations of LGC staff while maintaining flexibility to substitute advanced degrees at the time recruitment begins for such requirements.

Section 203. SENIOR RESEARCH ANALYST

- (a) *Description of position.*—The Senior Research Analyst is a professional and technical position responsible for supervising research studies or projects under the direction of the Executive Director and Assistant Director. An employee in this classification is accountable for all work performed by research analysts, support employees, contractors or interns assigned to a study or project. When not assigned project or study supervision duties, the employee shall exercise the duties of a research analyst.

A senior research analyst's performance is subject to review by the Executive Director through consultations and job evaluations.

- (b) *Duties of position.*—The Senior Research Analyst:

In addition to the typical work assignments of a research analyst, the employee shall, when assigned project supervision duties:

- (1) Develop pre-project files, information requests, correspondence, stakeholder contacts, and work plans for studies and projects, including scope/tasks, schedule and budget, and assignments for research analysts or other project participants.
 - (2) Regularly review and approve the work product(s) prepared by research analysts and project-related personnel to ensure compliance with the project or study work plan, applicable professional standards, and Commission policies and procedures.
 - (3) Provide on-the-job training to research analysts **and interns** and assistance in the advising of associate counsel on Commission policies and procedures when requested by the Executive Director, Assistant Director or Legal Counsel.
 - (4) Assist research analysts **and interns** with technical or complex tasks.
 - (5) Conduct initial internal technical review of reports or papers resulting from studies or projects.
 - (6) Develop presentations related to studies or projects to be made before the Commission, standing committees of the General Assembly and other organizations.
 - (7) **Coordinate with appropriate post-secondary institution personnel to implement Commission internship opportunities and develop internal project and task planning for interns as directed by the Executive Director and consistent with Section 209.**
- (c) *Required knowledge, skill and ability.*—A candidate for Senior Research Analyst shall demonstrate the following:
- (1) A well-established record of work product of superior quality.
 - (2) Excellent adaptability, time-management and organizational skills.

- (3) Demonstrated ability to successfully carry out a complex project or study from start to finish.
- (4) Proven ability to provide constructive and effective guidance and training in a team environment.
- (5) Proven excellence in establishing and maintaining effective working relationships with analysts, legislators and their staffs, interest groups, other governmental agency and educational institution representatives, and the public.

(d) *Minimum experience and/or training.*—[Ten] **Five** years as a research analyst.

Section 204. RESEARCH ANALYST

- (a) *Description of position.*—The Research Analyst is a professional and technical position responsible for research studies or projects under the direction of the Executive Director and Assistant Director and, if so directed, a senior research analyst. Although it may be an entry level position, [advanced] **specified** experience may be required as a prerequisite for employment. An employee in this classification performs research tasks from moderate to difficult complexity. Work may be performed independently or through group interaction, depending upon the requirements of the research objective.

A research analyst's performance is subject to review by the Executive Director through consultations and job evaluations.

- (b) *Duties of position.*—The Research Analyst:
- (1) Conducts substantive research on selected or general policy issues, identifies problems and alternative solutions, and makes recommendations.
 - (2) Gathers information relevant to, and analyzes data pertinent to, legislation affecting local government units.
 - (3) Participates in initiation and development of legislation.
 - (4) Responds to requests for general and specific information from legislators, constituents, and interest groups.
 - (5) Prepares drafts of reports, memoranda, summaries, and other written materials within an assigned subject area.
 - (6) Meets with program managers of state and local agencies to assess the impact of proposed research or legislative initiatives; prepares reports of findings and analyses.

- (7) Staffs ongoing Local Government Commission task forces on particular subject areas pertinent to municipal operations.
- (8) May speak at public meetings, handle correspondence, and conduct meetings to discuss research findings.
- (9) Performs related work as assigned by the Executive Director, Assistant Director or [senior research analyst] **Senior Research Analyst**.

(c) Required knowledge, skill and ability.— A candidate for Research Analyst shall demonstrate the following:[

- (1) Considerable knowledge of the legislative process and procedures.
- (2) Considerable knowledge of quantitative techniques and research methodology utilized in policy research, program analysis, and evaluation, including data collection, analysis, and presentation.
- (3) Considerable knowledge of principles and practices of public administration.
- (4) Knowledge of statutory construction and ability to interpret legislation, laws, and regulations.
- (5) Knowledge of the organization and functions of the Commonwealth and municipal government.
- (6) Skill in report writing and ability to communicate clearly and concisely.
- (7) Ability to conceive, identify, and analyze complex policy issues and to design and conduct research projects relevant to those issues.
- (8) Ability to establish and maintain effective working relationships with analysts, legislators and their staffs, interest groups, other governmental agency representatives, and the public.]

(1) Ability to conceive, identify, and analyze complex policy issues and to design and conduct research projects relevant to those issues.

(2) Ability to write and present clearly and concisely at a proficient skill level, including the skills necessary to write reports and present confidently to analysts, legislators and their staffs, interest groups, other governmental agency representatives, and the public.

(3) Ability to establish and maintain effective working relationships with analysts, legislators and their staffs, interest groups, other governmental agency representatives, and the public.

(4) Knowledge of quantitative techniques and research methodology utilized in policy research, program analysis, and evaluation, including data collection, analysis, and presentation.

(5) Knowledge of principles and practices of public administration.

A preferred candidate will also demonstrate the following:

(6) Knowledge of the organization and functions of the Commonwealth and Pennsylvania municipal government.

(7) Knowledge of statutory construction and ability to interpret legislation, laws, and regulations.

(8) Knowledge of the Pennsylvania legislative process and procedures.

(d) Minimum experience and/or training.—[Relevant experience in governmental research, advisory work or public administration, and related work, and graduation from an accredited college or university. An advanced degree may be substituted for experience, and may be required at the discretion of the Executive Director.]

(1) A bachelor's degree from an accredited college or university and at least one year experience in any of the following:

(a) work as legislative staff for the Pennsylvania General Assembly or in legislative affairs or policy analysis or development for any branch of Pennsylvania state government.

(b) work as an employee, elected official, or appointed official for a municipal local government.

(c) work for a private entity, municipal association, non-profit, or academic or charitable organization directly and routinely involving municipal powers and functions.

(2) At the discretion of the Executive Director in any solicitation for a Commission Research Analyst, an advanced degree may be a qualification in lieu of, or in addition to, the requirements in (1).

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THE GENERAL ASSEMBLY OF PENNSYLVANIA

HOUSE BILL

No. 2160 Session of 2024

INTRODUCED BY SAPPEY, FREEMAN, SMITH-WADE-EL, JAMES AND MOUL, MARCH 26, 2024

REFERRED TO COMMITTEE ON LOCAL GOVERNMENT, MARCH 26, 2024

AN ACT

Amending the act of June 24, 1931 (P.L.1206, No.331), entitled "An act concerning townships of the first class; amending, revising, consolidating, and changing the law relating thereto," in election of officers and vacancies in office, further providing for vacancies in general.

The General Assembly of the Commonwealth of Pennsylvania hereby enacts as follows:

Section 1. Section 530(a.1) introductory paragraph, (b), (b.1) and (b.2) of the act of June 24, 1931 (P.L.1206, No.331), known as The First Class Township Code, are amended to read:

Section 530. Vacancies in General.--* * *

(a.1) [The] Except as provided under subsection (b.2), the following shall apply:

* * *

(b) [If the board of commissioners of any township shall refuse, fail, or neglect, or be unable for any reason whatsoever, to fill a vacancy within thirty (30) days after the vacancy occurs, then the vacancy board shall fill the vacancy within fifteen (15) additional days by appointing a registered

elector of the township or ward in which the vacancy occurs.]

The following apply:

(1) A vacancy board shall be convened to fill a vacancy within fifteen (15) days if the board of commissioners of a township, for any reason, fails to fill a vacancy after thirty (30) days. The board of commissioners may vote to convene the vacancy board within thirty (30) days of a vacancy if the board of commissioners is unable, for any reason, to fill the vacancy and shall provide a justification at a public meeting.

(2) The vacancy board shall consist of the board of commissioners and one registered elector of the township, who shall be appointed by the board of commissioners at the board's first meeting each calendar year or as soon thereafter as practical.

(3) The registered elector shall act as chairperson of the vacancy board and shall serve as the chairperson until the chairperson's successor is appointed. **The chairperson of the vacancy board shall not vote for themselves to fill the vacancy in any office.**

(b.1) [If the] The vacancy board [does not fill the vacancy within fifteen (15) days, the] chairperson shall, or in the case of a vacancy in the chairpersonship the remaining members of the vacancy board shall, petition the court of common pleas to fill the vacancy by appointing a registered elector of the township or ward, in which the vacancy occurs[.] if one of the following occur:

(1) the vacancy board fails to fill the position within fifteen (15) days; or

(2) the position of vacancy board chairperson is vacant and the remaining members of the vacancy board provide justification for the reason the vacancy board is not able to fill the position sooner than fifteen (15) days and vote publicly to disband.

(b.2) [If] Notwithstanding any other subsections in this section, if there are vacancies in a majority of the offices of commissioners, the court of common pleas shall fill the vacancies upon presentation of a petition signed by [not less than] the remaining commissioners or at least fifteen (15) registered electors of the township. A resignation that precludes a majority of commissioners from accepting the resignation shall create a vacancy on the date specified in the tendered resignation or, if no date is specified, the second business day after the day the resignation is tendered, unless sooner withdrawn in writing.

* * *

Section 2. This act shall take effect in 60 days.

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**LOCAL GOVERNMENT
COMMISSION**
Created in 1935

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ASSISTANT DIRECTOR
Kristopher J. Gazsi

MEMBERS

Senator Scott E. Hutchinson
Senator Cris Dush
Senator Rosemary M. Brown

Senator Timothy P. Kearney
Senator Carolyn T. Comitta

Representative Robert Freeman
Representative Christina D. Sappey
Representative Ismail Smith-Wade-EI

Representative R. Lee James
Representative Dan Moul

3 June 2024

TO: Local Government Commission Members

FROM: Julia Frey, Research Analyst

SUBJECT: Automated Speed Enforcement Study

Act 38 of 2023 (2023, P.L. 344, No. 38) tasked the Local Government Commission with conducting “a study of expanding automated speed enforcement on highways and streets owned by municipalities” and submitting a report to the General Assembly no later than December 14, 2025, of the “findings and recommendations” of the research. To that end, Commission staff has developed the following research design and methodology.

Research Design:

The research will focus on the following main categories:

- a background analysis of automated speed enforcement programs in other states;
- an analysis of existing automated speed enforcement programs in Pennsylvania – Roosevelt Boulevard in Philadelphia, and work zones on the Pennsylvania Turnpike;
- review of alternatives to automated speed enforcement;
- feasibility and considerations for expansion of automated speed enforcement on municipal streets and highways;
- and
- recommendations.

Research Methodology:

In order to meet the December 14, 2025, deadline for the final report, Commission staff developed the following schedule:

- *Beginning of 2024 through end of summer 2024:* background/comparative research on similar programs in other states, including specific case studies, possibly requiring interviews with appropriate officials, highlighting program successes and obstacles in select areas throughout the country.
- *Fall 2024 through first quarter of 2025:* analysis of existing Commonwealth programs, including interviews with both Philadelphia and Turnpike officials, and possibly a Commission-sponsored hearing with both of these agencies.
- *Second quarter of 2025:* soliciting feedback and input from interested stakeholders, including the various municipal associations, transportation groups, and other concerned stakeholders representing interests both in support of and in opposition to the expansion of automated speed enforcement programs. This feedback can be collected in various ways including public opinion polls, position papers, and public hearings.
- *Third and fourth quarters of 2025:* answering any remaining questions from the research and drafting the report.