DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

DECEMBER 4, 2019
10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Mike Pries, Vice Chairman
George P. Hartwick, III, Secretary

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Janis Creason, Treasurer; Fred Lighty, Esq., Solicitor’s Office; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Steve Libhart, Director of Public Safety; George Connor, Director of Community & Economic Development; J. Scott Burford, Deputy Chief Clerk; Donna Miller, Commissioners’ Office; Amy Richards, Press Secretary; DiAndra Pena, Human Resources; J. Kiss, Public Safety; Julie Mackey, Commissioners’ Office; Kelly Megonnel, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Tim Horstmann, Jay Wenger, Jack Sherzer, Mike Tomasic, Dan Hayward, Chris Reed, Sarah Dotzel, Andrew Zwally and Clint Cullison

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:05 a.m.

MOMENT OF SILENCE

Everyone observed a moment of silence.
PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve the November 13, 2019 Workshop Meeting Minutes and the November 20, 2019 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the November 20, 2019 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

DEPARTMENT DIRECTORS/GUESTS

There was none.

PUBLIC PARTICIPATION

There was none.

PUBLIC HEARING

A complete set of Public Hearing Minutes are on file in the Commissioners’ Office.

SALARY BOARD

A complete set of Salary Board Meeting Minutes are on file in the Commissioners’ Office.

HUMAN RESOURCES

Ms. Pena reported that there are no changes to the Packet.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Personnel Packet.

Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.
PURCHASE ORDERS

Mr. Baratucci reported that an additional item was added. It is for a vehicle for Drug & Alcohol. It is listed on Page 24 for a Ford Escape. This addition was approved by the oversight Commissioner. Mr. Baratucci noted that Commissioner Hartwick had a meeting with Children & Youth and the items in question from last week can go through this meeting, but there will be a different plan going forward.

Mr. Hartwick noted that this will be budgeted in both Children & Youth and Probation. The shipping was reduced.

Mr. Baratucci indicated that he will correct the shipping cost.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Purchase Order Packet as amended.

Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.

BUDGET & FINANCE DIRECTOR – MIKE YOHE

Mr. Yohe provided the following Report:

Report from the Office of Budget & Finance
December 2, 2019

- **November 22, 2019** transferred $4,791,014.78 to the Payables account and $2,250,463.93 to the Payroll account from the County’s Concentration account for checks issued that week.

- **November 29, 2019** transferred $1,575,546.81 to the Payables account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $2,650,505.88

- Debt Service Payments since last report: $54,075.47

- Term Investments
  - None

- Balance today in PA INVEST: $2,030,508.32 rate 1.870%

- Balance today in First National Bank: $105,345.65 rate 1.510%

- Balance today in S&T Bank: $1,123,672.37 rate 1.830%

- Balance today in Santander Bank: $1,114,868.15 rate 1.760%
• Balance today in Customers Bank: $14,212,398.10 rate 2.400%
• Balance today in Customers Bank: $0.00 rate 2.400%
• Balance today in PLGIT Prime: $45,232,654.80 rate 1.850%
• Balance today in PLGIT Class: $2,503,948.16 rate 1.590%
• Balance today in Riverview Bank: $3,674,006.19 rate 2.270%


CHIEF CLERK/CHIEF OF STAFF’S REPORT – CHAD SAYLOR

Mr. Saylor reported on the incident that happened over the weekend. A pipe burst in the Courthouse on Saturday night. Donna Miller and Mike Tomasic, along with some maintenance staff and Court staff, did a great job in getting the incident cleaned up for criminal court on Monday.

Mr. Haste also thanked Mr. Libhart for keeping the Commissioners informed.

No questions were asked.

SOLICITOR’S REPORT – FRED LIGHTY, ESQ.

Mr. Lighty reported that all items were reviewed by the Solicitor’s Office for form and legality and are ready for approval. No questions were asked.

MATTERS REQUIRING BOARD ACTION

A. Agreement between Dauphin County (Public Safety/South Central Task Force – IT Working Group) and Fortechnics, LLC for WebEOC Board support and Development Services.

B. Subrecipient Agreement between Dauphin County and The Salvation Army Harrisburg for Roller Enrichment Academy (CDBG - $24,000.00).

C. Pennsylvania Housing Finance Agency Subordination Agreement for Jodi A. Stare on the property located at 2236 Adrian St., Harrisburg, PA.

D. Proposal/Agreement between Dauphin County (IT) and Verizon for XO/Verizon Rate Change.

E. Agreements for Legal Services (Court Appointed Counsel) between Dauphin County and:
   1. Law Offices of Fawn Kehler (Fawn Kehler) – Dependency Parent Conflict Attorney
   2. Archer Law (Jennifer Archer) – Guardian Ad Litem Private TPR Cases
3. Lavery Law (Andrew Norfleet) – Juvenile Conflict Counsel
4. Law Offices of Robert Lieberman (Robert Lieberman) – Dependency Parent Attorney
5. Law Offices of Fawn Kehler (Fawn Kehler) – PCRA Counsel
6. Archer Law (Jennifer Archer) – Counsel for Children (Private TPR Cases)
7. Law Offices of Fawn Kehler (Fawn Kehler) – Parent Attorney – Private TPR Cases
8. Law Offices of Robert B. Lieberman (Robert Lieberman) – Guardian Ad Litem (Custody Cases)
9. Lavery Law (Andrew Norfleet) – Guardianship Attorney to represent Alleged Incapacitated Person
10. Law Offices of Damian DeStefano (Damian DeStefano) – Full Caseload Adult Conflict Counsel
11. Law Offices of David Hoover, Esquire (David Hoover) – Full Caseload Adult Conflict Counsel
12. Law Offices of Michael Matter (Michael Matter) – Part Caseload Adult Conflict Counsel
13. Law offices of William M. Shreve (William M. Shreve) – Part Caseload Adult Conflict Counsel
14. Law Offices of Foreman & Caraciolo, PC (Joseph Caraciolo) – Part Caseload Adult Conflict Counsel
15. Law Offices of Damian DeStefano (Damian DeStefano) – Dependency Parent Attorney
16. Law Offices of Michael Matter (Michael Matter) – Dependency Parent Attorney
17. Law Office of Aaron Holt LLC (Aaron Holt) – PCRA Counsel
18. Law Offices of Damian DeStefano (Damian DeStefano) – PCRA Counsel
19. Law Offices of William M. Shreve (William Shreve) – PCRA Counsel
20. Law Offices of Joy Waters Fleming (Joy Waters Fleming) – Guardian Ad Litem (Dependency and TPR)
21. Law Offices of Joy Waters Fleming (Joy Waters Fleming) – Counsel for Children (Dependency and TPR – C&Y and Private)
22. Law Offices of Gregory C. Mills (Gregory C. Mills) – Full Caseload Adult Conflict Counsel
23. Law Offices of Gregory C. Mills (Gregory C. Mills) – Dependency Parent Conflict Attorney
24. Law Offices of Sarah Hoffman (Sarah Hoffman) – Guardian Ad Litem (Dependency and TPR)
25. Law Offices of Sarah Hoffman (Sarah Hoffman) – Counsel for Children (Dependency and TPR – C&Y and Private)

F. Satisfaction Piece for Nathan Sieber and Erica Sieber on the property located at 2420 Penbrook Avenue, Harrisburg, PA 17103 - $2,875.00.

G. Satisfaction Piece for Timothy A. Romberger on the property located at 1537 E. Harrisburg Pike, Middletown, PA 17057 - $3,241.83.

H. Satisfaction Piece for Kristin Dzurka on the property located at 2810 Butler Street, Harrisburg, PA 17103 - $3,000.00.

I. Satisfaction Piece for Sheree N. VanBrakle on the property located at 416 Maclay Street, Harrisburg, PA 17110 - $5,000.00.

J. Satisfaction Piece for Harminder S. Jolly on the property located at 167 Chartwood Drive, Harrisburg, PA 17111 - $3,000.00.
K. Subrecipient Agreement between Dauphin County and Latino Hispanic American Community Center for Information, Referral and Case Management Program (CDBG - $24,500.00).

L. Subrecipient Agreement between Dauphin County and the Fair Housing Council of the Capital Region, Inc. for Fair Housing Council Housing Counseling Activities (CDBG - $15,000.00).

M. Subrecipient Agreement between Dauphin County and Community Action Commission t/b/a Tri County Community Action for Housing Counseling and Preservation Program (CDBG - $15,000.00).

N. Resolution #21-2019 rescinding a prior Resolution and thereby voiding said Board’s prohibition against the placement of Video Gaming Terminals at truck stops within the County’s corporate boundaries.

O. Approval of 2019 Emergency Solutions Grant (ESG) from the Commonwealth of Pennsylvania, Department of Community & Economic Development to Dauphin County – Grant #201906111149.

P. Repository Bid received from Teamsters Local Union 776 (Edgar Thompson, President) for Parcel #10-015-012 (619 Radnor Street) - $1,000.00.

Q. Five (5) Engagement Letters with McNees Wallace & Nurick LLC for legal services for personnel issues.

R. Request for Consent to Assignment of Contract from C. S. McKee, L.P. to CSM Advisors, LLC (Retirement Fund’s Investment Managers).

S. Resolution #22-2019 increasing of parking rates at the Dauphin County Human Services Building for non-County employees.

T. Policies and Procedures for Dauphin County Employees.

U. Herbert, Rowland & Grubic, Inc.’s 2020 Fee Schedule and Billable Expenses.

V. Professional Services Agreement between Dauphin County and Kerwin & Kerwin, LLP.

W. Purchase of Service Agreements between Dauphin County (Children & Youth) and:

2. Natalie Burston, Esquire
3. James W. Abraham, Esquire

X. Adoption Assistance Agreement #2019-45.

Y. Subsidized Legal Custodianship Agreement #2019-20.

Z. Purchase of Service Agreements between Dauphin County (MH/A/DP) and:

1. Step By Step Pediatric Therapy, Inc.
2. Bello Nurses, LLC

AA. Amendments to Purchase of Service Agreements between Dauphin County (MH/A/DP) and:
1. Merle Crawford, MS, OTR/L, LLC – Amendment #1
2. TMB Developmental Therapy & Infant Massage, Inc. – Amendment #1
3. Youth Advocate Programs, Inc. – Amendment #1
4. Building Blocks Therapy, LLC – Amendment #1
5. Feeding Little Bellies, LLC – Amendment #1
6. International Service Center, Inc. – Amendment #1
7. JG Early Intervention Specialists, Inc. – Amendment #2
8. Joanna K. Karns, MT-BC – Amendment #1
9. Living Unlimited, Inc. – Amendment #1
10. My Therapy Tree, LLC – Amendment #1
11. Sovia Therapy, LLC – Amendment #1
12. Clear Communications, LLC – Amendment #1

BB. Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Next Level Preparation, LLC.

CC. Amendment #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Halifax Communities That Care, Inc.

DD. Contract and Statement of Work between Dauphin County (Public Safety) and Intergraph Corporation d/b/a Hexagon Safety & Infrastructure to upgrade/exchange the current BI Direct Reporting Software Licensing to On-call Analytics Software Licensing.

EE. Amendment #2 to Subgrant 28678 with the PA Commission on Crime & Delinquency Grant – RSAT Programming – MAT Expansion & SMART Recovery – extending the project to June 30, 2020.

FF. Proposal between Dauphin County and Conrad Siegel for Workers’ Compensation Self-Insurance Loss Reserve Valuation.

GG. Engagement Letter between John F. DeSantis, Esq. and Dauphin County (Treasurer).

HH. Memorandum of Understanding between Dauphin County, Housing Authority of the County of Dauphin and Capital Area Coalition on Homelessness, Inc.

II. Local Share Municipal Grant Program – Unrestricted Funds – Harrisburg University - $300,000 for the Riverfront Park Fall 2019/Spring 2020 Concert Series.

JJ. Training Packet.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through JJ listed above under Matters Requiring Board Action.

Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.

FORMER BUSINESS

There was none.
NEW BUSINESS

There was none.

COMMISSIONERS’ DISCUSSION & ACTIONS

There was none.

CORRESPONDENCE

The following correspondence was received in the Commissioners’ Office and will be handled by the staff appropriately.

A. Notification from Susquehanna Township Authority advising that they are applying for funding from the PA DCED H20 PA program for the extension of the sanitary sewer system.

B. Notification from Evans Engineering, Inc. advising that Wilsbach Distributors are applying to DEP for a Chapter 105 Water obstruction and Encroachment Permit for the proposed new distribution facility along Oberlin Road between Longview Dr. and Highland St. in Lower Swatara Township.

C. Receipt of a copy of a letter from DEP to New Enterprise Stone & Lime Co., Inc. advising that Surface Mining Permit No. 22010302 has been corrected per Application No. 22010302C dated January 28, 2019. The purpose of this correction is to update the Module 3: Ownership/Compliance Information regarding a name change from Eastern Industries, Inc. to New Enterprise Stone & Lime Co., Inc.

D. Receipt of a letter from the United States Nuclear Regulatory Commission advising that they will take the County’s comments regarding the benefits of a community advisory board (CABs) and the County’s recommendation to make CABs a mandatory part of the decommissioning process will be considered as they develop their report.

E. Notification from Rettew advising that the Highspire Borough Authority is applying to DEP and the PA Fish and Boat Commission for a General Permit No. 1 and 3 for the stabilization and restoration of a 1,100 linear foot section of stream channel along Burd Run in Highspire Memorial Park.

F. Notification from Light-Heigel & Associates, Inc. advising that the Supervisors of Wayne Township are applying to DEP for a General Permit 11 for maintenance, testing, rehabilitation or replacement of Water obstructions and Encroachments for the Matamoras Road Culvert Project.

G. Notification from Melham Associates, PC advising that they are applying to DEP for a NPDES General Permit for stormwater discharges associated with the development of a tract into four single-family detached residential lots.

H. Notification from Osman Environmental Solutions, LLC advising that they are in support of Precision Recyclers Inc.’s application to DEP for a permit modification (WMGRO81SC002).
PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

There being no further business, it was moved by Mr. Hartwick and seconded by Mr. Pries that the Board adjourn; motion carried.

Transcribed by: Richie-Ann Martz