I. CALL TO ORDER

II. MOMENT OF SILENCE

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

November 20, 2019 Public Hearing
November 27, 2019 Workshop Meeting
December 4, 2019 Legislative Meeting
December 4, 2019 Public Hearing
November 27, 2019 Salary Board Meeting
December 4, 2019 Salary Board Meeting
November 20, 2019 Election Board Meeting

V. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

VI. DIRECTORS/GUESTS

A. Dauphin County Commissioners
   1. Presentation of Craig Webb Memorial Awards

B. Jennifer Locklier, Human Resources
   Tina Lynch, AFSCME
   1. Presentation of AFSCME Contract for Signature (A Vote is Requested 12/18/19)

C. Rich Farr, Executive Director
   1. Presentation on Capital Area Transit

D. Vera Cornish and Nathan Neil
   1. Presentation on Destination Dauphin County

VII. PUBLIC PARTICIPATION

VIII. SALARY BOARD – DIANDRA PENA

A. Facility Maintenance
   1. Reclassify the Full-Time Maintenance Deputy Director position from Pay Level 00114 to Pay Level 00115, Salary from $22.73 to $23.87 p/h, effective December 18, 2019.
2. Create a Full-Time Maintenance Worker 1 position, Pay Level 01011, Step 01, Grade 01, Salary $12.71 p/h, effective December 30, 2019.
3. Abolish Two (2) Part-Time Maintenance Worker 1 positions, Pay Level 09050, Step 21, Grade 01, Salary $12.71 p/h, effective December 30, 2019.

B. Information Technology
   1. Create a Full-Time Help Desk Supervisor position, Pay Level 00111, Step 01, Grade 01, Salary $19.64 p/h, effective December 30, 2019.
   2. Abolish a Full-Time Technical Support Specialist 1 position, Pay Level 00106, Step 01, Grade 01, Salary $15.40 p/h, effective December 30, 2019.
   3. Create a Full-Time IT Security Specialist position, Pay Level 00111, Step 01, Grade 01, Salary $19.64 p/h, effective December 30, 2019.

C. Prison
   1. Create a Full-Time Director of Training and Staff Development position, Pay Level 00117, Step 01, Grade 01, Salary $26.30 p/h, effective December 30, 2019.
   2. Abolish a Full-Time Training Officer position, Pay Level 00131, Step 00, Grade 00, Salary $39.66 p/h, effective December 30, 2019.
   3. Create a Full-Time Diversion Specialist position, Pay Level 00110, Step 01, Grade 01, Salary $18.69 p/h, effective December 30, 2019.
   4. Abolish a Full-Time Treatment Specialist I position, Pay Level 06634, Step N/A, Grade N/A, Salary $16.51 p/h, effective December 30, 2019.

D. Voter Registration
   1. Create two (2) Temporary Part-Time Department Clerk II positions, Pay Level 09050, Step 29, Grade 01, Salary $14.91 p/h, effective December 18, 2019.

E. Probation Services
   1. Create a Full-Time Adult Probation Officer 2 (Opiate Court) position, Pay Level 08003, Step 01, Grade 01, Salary $18.88 p/h, effective January 13, 2020.

F. Work Release

IX. HUMAN RESOURCES – DIANDRA PENNA
   A. Personnel Packet

X. PURCHASING DIRECTOR – RANDY BARATUCCI
   A. Purchase Orders
   B. Bid Award – Office Supply Contract

XI. BUDGET & FINANCE DIRECTOR – MIKE YOHE
   A. Investment Report
   B. Adoption of the 2020 Budget (A Vote is Requested 12/18/19)
XII. CHIEF CLERK/CHIEF OF STAFF’S REPORT – CHAD SAYLOR

XIII. SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.

XIV. MATTERS REQUIRING BOARD ACTION

A. Repository Bids received from Prototyp LLC for the following properties:
   1. Parcel #09-053-004 (1709 Market St.) - $1,000.00
   2. Parcel #08-004-009 (117 N. 18th St.) - $1,000.00

B. Contract and Statement of Work between Dauphin County (Public Safety) and Intergraph Corporation d/b/a Hexagon Safety & Infrastructure to modify the software licensing to include a Computer Aided Dispatch Training Environment.

C. Extension of Independent Contractor Agreement between Dauphin County and Message Prose through December 31, 2020.

D. Amendment to Office of Water Management Grant Agreement No. 4100084116 between Dauphin County (Parks & Recreation) and the Commonwealth of Pennsylvania Department of Environmental Protection for an additional $15,000 for the Paxton Creek Bank Restoration Project.

E. Satisfaction Piece for Nicole L. Nowland on the property located at 1005 Crosby Street, Harrisburg, PA 17112 - $3,000.00.

F. Satisfaction Piece for Regina M. O’Hara on the property located at 6160 Huntingdon Street, Harrisburg, PA 17111 - $3,000.00.

G. Independent Contractor Agreement between Dauphin County (Coroner) and Wayne K. Ross, MD., P.C. for the period January 1, 2020 through December 31, 2020.

H. Coroner’s Office NMS Labs 2020 Fee Schedule.

I. Proposal from Wm. Orr and Sons, Inc. to perform Guide Rail Repair work at Dauphin County Bridge No. 6 - $8,630.00.

J. Resolution #23-2019 – Hiring Freeze promulgated by the Dauphin County Board of Commissioners for all employment positions in the County of Dauphin.


L. Requesting approval for the Dauphin County Bridge Bundling Program Admin Costs of $40,000 from the Dauphin County $5 Registration Fund transferred to the Dauphin County Bridge Bundling Program account.

M. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. The Bradley Center, Inc.
   2. Child First Family Services, LLC
   4. Hope’s Haven Residential Services, LLC
   5. Open Door International, Inc.
   7. Valley Youth House Committee, Inc.
N. Addendum #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Families United Network, Inc.

O. Amendment #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Cradles to Crayons Learning Center, LLC.


Q. Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:
   1. Frances Lavender
   2. Substance Abuse Services, Inc.

R. Addendum #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Life Esteem, Inc.

S. Amendment #1 to Purchase of Service Agreement between Dauphin County (Human Services Director’s Office) and Tri County Community Action Commission, Inc.

T. Amendments to Purchase of Service Agreements between Dauphin County (MH/A/DP) and:
   1. Bonnie Quackenbush, MA, CCC-SLP – Amendment #1
   2. CMU, Inc. – Amendment #1
   3. Central PA Therapy Connections, LLC – Amendment #1

U. Agreement for Legal Services (Court Appointed Counsel) between Dauphin County and Purdy Law Office, LLC (Pamela Purdy) – Paternity Counsel.

V. Services Agreement between Dauphin County (Probation Services) and Brink’s U.S. for armored transportation services.

W. Energy Services Contract between Dauphin County and The Efficiency Network, Inc. (TEN).

X. Satisfaction Piece for Eira Andrade on the property located at 3238 Hoffman Street, Harrisburg, PA 17110 - $3,030.00.

Y. Subrecipient Agreement between Dauphin County and Pillow Borough Authority for Raw Water Line Replacement (CDBG - $109,706.00).

Z. Work Orders for Project 97392 – Greenbelt Safety Improvements (Design/Build Limited to ADA Curb Ramps):
   #19 – deducting $71.15 (Balancing completed and final measured contract items)
   #20 – deducting $780.00 (Balancing Final Measured completed work items)
   #21 – deducting $1,780.00 (Elimination of work items)

AA. Client Training Proposal/Agreement for Workforce Development & Continuing Education between Dauphin County (Controller) and Harrisburg Area Community College.

BB. Addendum to Contract between Dauphin County and Thomson Reuters for additional internal control and workpaper resources to the auditors in the Controller’s Office.
CC. Approval of The Omnibus Supplement and Amendment To Hotel Tax Agreements and Related Consents.

DD. Amendment #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and St. Peter’s Evangelical Lutheran Church in Middletown, Inc.

EE. Agreement for Legal Services (Court Appointed Counsel) between Dauphin County and Kerwin & Kerwin, LLP (Shannon Kerwin Sprow) – PCRA Counsel.

FF. Proposal from Aviation Insurance Managers, Inc. to renew insurance for the UAV-Drone Policy.

GG. Work Orders for Project 102757 – Greenbelt 39 to Fort Hunter (Design/Build Limited to ADA Curb Ramps):
   - #11 – adding $432.50 (Balancing of contract work items)
   - #12 – adding $3,553.00 (This Work Order eliminates Class 1 Geotextile and replaces with Class 4 Geotextile fabric)

HH. Acceptance of the 2020 Operating Budget for the Parking System.

II. Snow Removal Contract between Dauphin County (Facilities Maintenance) and CWF Services, LLC for the Northern Dauphin Human Services Center.

JJ. Custom Training Services Agreement between Dauphin County (Controller) and Thomson Reuters Inc. for the additional services.

KK. Consultant Agreement between Dauphin County (Economic Development) and Terry R. Haines.

LL. Appointment of Gary Lenker and Tracee Carter to the Affordable Housing Board. Terms will expire December 31, 2021.

MM. Appointment of Randy Greider, Rennie Phillips and Keith Oellig to the Ag Land Preservation Board. Terms will expire December 31, 2022.

NN. Appointment of Virginia Teter, Dharla Maiden and Annamarie Fazzolari to the Council on Aging Board. Terms will expire December 31, 2022.


PP. Appointment of Chad Saylor to the Capital Area Transit Board. Mr. Saylor’s term will expire December 31, 2024.

QQ. Appointment of Mike Pries and Carl Dickson to the Community Board. Terms will expire December 31, 2022.

RR. Appointment of Ed O’Gorman and Tim Wetzel to the Dauphin County Conservation District Board. Terms will expire December 31, 2023.

SS. Appointment of Diane Mulcahy and James Imler to the Fort Hunter Board of Trustees. Terms will expire December 31, 2022.

TT. Appointment of Chad Saylor and J. Scott Burford to the Dauphin County Hospital Authority. Terms will expire December 31, 2024.
UU. Appointment of Randie Yeager, Dan Eisenhauer, Marisa McClellan, Robert Burns, Kristin Varner, Glen Bartlett, Rev. Phillip Deal, Todd Singer, Rocco Cambria and Florence Paige to the Human Services Block Grant Planning & Advisory Committee. Terms will expire December 31, 2021.


WW. Appointment of Jesse Biretz to the Dauphin County Land Bank. Mr. Biretz's term will expire December 31, 2024.

XX. Appointment of Kelly Gorman to the Merit-Based Hiring System Alternative Dispute Resolution Panel. Ms. Gorman's term will expire November 2022.


ZZ. Appointment of Frank Lynch to the Dauphin County Redevelopment Authority. Mr. Lynch's term will expire December 31, 2024.


BBB. Appointment of Sara Beck and Diane McNaughton to the Dauphin County Library Board. Terms will expire December 31, 2022.


DDD. Appointment of Michael G. Musser, II, Daryl Z. LeHew and Michael Solomon to the Dauphin County Board of Assessment Appeals.

EEE. Appointment of Clint Cullison to the Hershey/Harrisburg Regional Visitors' Bureau Board. Mr. Cullison's term will expire December 31, 2022.

FFF. Training Packet.

XV. FORMER BUSINESS

XVI. NEW BUSINESS

XVII. COMMISSIONERS' DISCUSSION & ACTIONS

XVIII. CORRESPONDENCE

A. Receipt of a letter from Herbert, Rowland & Grubic, Inc. advising that they are preparing a Commonwealth Financing Authority H2O PA Water Supply, Sanitary Sewer and Storm Water Projects Program grant application on behalf of Lower Paxton Township. The proposed project is the 2020 Lower Paxton Drainage Improvements Project: first location is Springford Manor and the second location is the area surrounding Byron Avenue, south of State Route 022.
B. Correction to the Minutes of November 6, 2019 – The Stipulation of Settlement – Renee L. Custer & Meron Yemane – the docket number (2018-CV-07848) is incorrect. The correct Docket No. is 2019-CV-4252-TX.

C. Notification from Snyder, Secary & Associates, Inc. advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with the demolition of existing structures and impervious areas followed by the construction of one new warehouse/distribution center in Lower Swatara Township.

D. Notification from Navarro & Wright advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of two new buildings on a 2.78-acre site in Susquehanna Township as part of the 2901 Linglestown Road Land Development Project.

E. Notification from Susquehanna Civil advising that the Pennsylvania Turnpike Commission is applying to DEP for a NPDES Permit for the Highspire Service Plaza Truck Parking Expansion Project in Lower Swatara Township.

F. Receipt of a letter from Herbert, Rowland & Grubic, Inc. advising that they are preparing a Commonwealth Financing Authority H2O PA Water Supply, Sanitary Sewer and Storm Water Projects Program grant application on behalf of the Halifax Area Water & Sewer Authority for the Wastewater Treatment Plant Upgrade Project.

G. Receipt of a copy of a letter from DEP to the Lower Swatara Township Commissioners regarding UPS Northeast Regional Hub Development, DEP Code No. A3-22922-199-3, APS ID No. 1000078, AUTH ID No. 1285024. The letter approves the plan revision with some comments.

H. Notification from Steckbeck Engineering & Surveying, Inc. advising that Jeffrey Backenstoes is applying to DEP for a NPDES Permit for stormwater discharges associated with the removal of existing structures and construction of a residential dwelling, garage, equipment shed, and driveway with on-lot sewer and on-lot water and associated stormwater management facilities.

I. Receipt of a letter from the PA Department of Human Services advising that the Fiscal Year 2019-2020 County Human Services Plan has been reviewed and approved.

J. Receipt of a letter from EDC Finance Corporation advising that they and UGI Utilities are pursuing funding from the PIPE program to extend natural gas service lines to the existing full-developed residential Twelve Oaks neighborhood in Lower Swatara Township.

K. Notification from David Miller/Associates, Inc. advising that H-T Partners, LLC is applying to DEP for a NPDES Permit for stormwater discharges associated with the subdivision of approximately 167-acres for 119 single family dwellings, 46 semi-detached dwellings, 125 townhouses and 150 apartments for a total of 440 units (Woodland Hills Phases 6A & 10A) in Middletown Borough, Dauphin County.

L. Receipt of a letter from Herbert, Rowland & Grubic, Inc. advising that they are preparing two Commonwealth Financing Authority H2O PA Water Supply, Sanitary Sewer and Stormwater Projects Program grant applications on behalf of Londonderry Township. The two projects are: Londonderry Estates/Woodcrest Sanitary Sewer Extension Project and Route 230 Sanitary Sewer Extension Project.

M. Receipt of a letter from CGL advising that they are exercising the option to cancel maintenance services with Dauphin County effective December 31, 2019.
N. Notification from AECOM advising that Texas Eastern Transmission, LP is applying to DEP for a Chapter 105 Water Obstruction and Encroachment General Permit for excavation along an existing natural gas pipeline to determine the nature of the anomalies and complete necessary repairs in Middle Paxton Township.

O. Notification from Randy S. Macko advising that he is submitting a renewal application to DEP for a Small Flow Treatment Facility for an existing single-family residence in Jefferson Township.

XIX. PUBLIC PARTICIPATION

XX. ADJOURNMENT

****THE NEXT SCHEDULED MEETING WILL BE MONDAY, JANUARY 6, 2020 AT 10:00 A.M. – A COMMISSIONERS’ ORGANIZATIONAL MEETING. ****

“THE BOARD RESERVES THE RIGHT, PURSUANT TO ACT 84 OF 1986 AS AMENDED, TO HOLD EXECUTIVE SESSIONS BETWEEN THE TIMES OF THE BOARD’S OPEN MEETINGS FOR ANY PURPOSE AUTHORIZED BY STATUTE.”