DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP/LEGISLATIVE MEETING

AUGUST 14, 2013
10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
George P. Hartwick, III, Secretary

Mike Pries, Vice Chairman (ABSENT)

STAFF PRESENT

Laura E. Evans, Esq., Chief Clerk; Marie E. Rebuck, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Steve Libhart, Director of EMA; Bobby Sisock, Courts; Dave Schreiber, Human Resources; Kay Lengle, Human Resources; Amy Harinath, Press Secretary; Joe Schwalm, Commissioners’ Office; Daniel Rothschild, Commissioners’ Office; Gary Serhan, Deputy Controller; J. Scott Burford, Deputy Chief Clerk; August Memmi, Director of Community & Economic Development; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Jeff Frantz, James Roxbury, Dave Gash, Karen Smith, Sarah Frick, Julianne Carr-Phillips, Kathy Frick, Steven Frick and Mike Frick

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:08 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. Hartwick and seconded by Mr. Haste that the Board approve the July 24, 2013 Workshop Meeting Minutes and the July 31, 2013 Legislative Meeting Minutes; motion carried.

It was moved by Ms. Rebuck and seconded by Mr. Hartwick that the Board approve the July 31, 2013 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Ms. Evans reported that there were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Dauphin County Commissioners

1. Certificate Presentation to Girl Scouts

The Commissioners recognized two girl scouts, Sarah Frick and Julianne Carr-Phillips in addition to the other scouts that could not be part of today’s presentation, for the great service that they have done in the community. Thanks to the leaders, Dave Gash and Karen Smith for helping with this project. Scouting has a long lasting impression on the community.

Karen Smith, VP of AFL-CIO Community Services, United Way of the Capital Region, and Dave Gash, HBG Region Central Labor Council, worked with Girl Scout Troops 11039 of Hummelstown and 11601 of Milton Hershey School to reduce hunger in our community.

The scouts took it upon themselves to visit the Central PA Food Bank in March 2013 to learn about its operations. After their visit, they visited the delegate meetings of the Central Labor Council and the National Association of Letter Carriers to distribute leaflets and make presentations in request of support for the Association’s nationwide
food drives. They collected food and made two drops at the Food Bank. On May 11th, they volunteered to unload food from trucks as they arrived at the Food Bank. They broke down the bulk donations and created boxes for families.

The Certificates were presented to Sarah and Julianne.

The following Proclamation was read.

Office of County Commissioners
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, take great pride and pleasure in joining family members, friends, and community leaders in recognizing Lindsey Lane, Julianne Carr-Phillips and Sarah Frick of Girl Scout Troop 11039 in Hummelstown, and Haylee Pinette, Michaela Paladino, Kymberly Lauber, Katie Muir and Brianna Sailor, of Troop 11601 at Milton Hershey School, for their outstanding service to this very grateful community;

Whereas, the countless hours they have devoted to collecting and distributing food donations to families in need reflects their selfless commitment to our community and enriching the lives of others;

Whereas, the Girl Scouts took it upon themselves to visit the Central Pennsylvania Food Bank to learn about its operations and work with local labor leaders to not only facilitate food drives but also to pack donations into boxes for families;

Whereas, these exceptional young women truly exemplify the finest of American ideals and serve as stellar role models for other young persons;

Therefore, we join the 268,000 residents of Dauphin County in commending and congratulating the Girl Scouts on their impressive achievements; we applaud their initiative and dedication to personal excellence and community service and wish them continued success in their many worthwhile academic and altruistic endeavors; and, in grateful recognition thereof, we do hereby proudly proclaim August 14, 2013 as “Girl Scouts in the Heart of PA Day” in Dauphin County.

(Appplause was given and pictures were taken.)

Sarah and Julianne both mentioned how important this project was and how scouting has played an important role in their lives.

SALARY BOARD

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

PERSONNEL

Ms. Lengle asked that New Hire #23 be pulled and if the Commissioners had any questions. (There were no questions.)
It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve the Personnel Packet as amended (noting that Item #23 was pulled).

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

PURCHASE ORDERS

Mr. Baratucci reported that budget adjustments were made to those that were over budget and the report is ready for the Board’s consideration, unless there are any questions. (There was none.)

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

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

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe provided the following Report:

Report from the Office of Budget & Finance
August 14, 2013

- **August 2, 2013** transferred $1,204,977.78 to the Payables account from the County’s Concentration account for checks issued that week.

- **August 9, 2013** transferred $3,543,997.10 to the Payables account and $1,847,724.36 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $405,684.01

- Debt Service Payments since last report: $2,230,000.00

- Term Investments
  - 4/11/13 - **$10,009,195.84** 6-mo. CD - Susquehanna Bank – 0.300% - matures 10/10/13
  - 4/18/13 - **$10,008,620.70** 6-mo. CD - Susquehanna Bank – 0.300% - matures 10/17/13
  - 5/9/13 - **$10,006,895.88** 6-mo. CD - Susquehanna Bank – 0.300% - matures 11/7/13

- Balance today in PA INVEST account #2100017144860: **$1,379.69** rate 0.050%
- Balance today in Susquehanna Bank investment account #119002023: $17,966,834.21 rate 0.150%
- Balance today in First National Bank investment account #97014743: $7,548,874.37 rate 0.300%
- Balance today in Integrity Bank Money Market Checking account #2206001209: $31,294,706.40 rate 0.260%
- Balance today in PNC Bank investment account #5004319839: $1,218.70 rate 0.090%


REPORT FROM CHIEF CLERK/CHIEF OF STAFF – LAURA E. EVANS, ESQ.

Ms. Evans reported on the following:

- We would like to congratulate Jeff Haste and George Hartwick, III for attaining leadership positions in the County Commissioners Association of PA. Jeff was selected as President for 2014, and George was chosen as one of two CCAP representatives to serve on the National Association of Counties' Board of Directors.

- Several County employees participated and supported the 3rd annual World’s Largest Golf Outing, benefitting the Wounded Warrior Project. The charity golf outing raised approximately $12,000.

- Our next Diversity Network Forum will be held at 8 am tomorrow at CMU on Cameron Street to discuss “What Does it Mean to ‘Eliminate Racism’ in Harrisburg.”

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

Mr. Curcillo reported that the items listed on the Agenda that were reviewed by the Solicitor’s Office are ready for the Board’s consideration.

MATTERS REQUIRING BOARD ACTION

A. Training Packet.
D. Refund of 2013 County Real Estate Taxes – Parcel #68-010-085 (7624 Timber Lane) – Donna Mehlbaum - $723.03.
E. Refund of 2013 County Real Estate Taxes – Parcel #10-036-008 (2544 N. 5th St.) – Rudolph Holton - $304.51.


G. Resolution #15-2013 authorizing the Business Account Agreement and designating Sovereign Bank N.A./Santander as depositor.

H. Performing Artists Agreements – Dauphin County Jazz & Wine Festival:
   1. John Christopher – The Wave - $700 (September 7, 2013)
   2. Steve Rudolph – Dauphin County All Star Jazz Bank - $1,500 (September 7, 2013)

I. Independent Contractor Agreements – Dauphin County Jazz & Wine Festival (September 7-8, 2013):
   1. Breagan Moore – Admissions, Set-Up and Security - $250
   2. Wesley Alexander – Admissions, Set-Up and Security - $250
   3. Stephanie Barnes – Admissions, Set-Up and Security - $250
   4. Larondo Tucker – Admissions, Set-Up and Security - $250
   5. Samantha Latham – Admissions, Set-Up and Security - $250

J. Independent Contractor Agreements – Dauphin County Fitness Festival (September 14, 2013):
   1. Wes Alexander – Admissions & Security - $125
   2. Tyna Marie Warren – Fitness Festival Coordinator - $750

K. Independent Contractor Agreements – Fort Hunter Day (September 15, 2013):
   1. Stephanie Barnes – Family Activities, Set-Up & Security - $125
   2. Samantha Latham – Family Activities, Set-Up & Security - $125

L. Agreement between Dauphin County (EMA) and Intergraph – Mobile for public safety software licenses for installation in police, fire and EMS vehicles.

M. Agreement between Dauphin County (EMA) and Intergraph – I-Page software for computer aided dispatch software (SMTP Protocol to notify responders via email).

N. Resolution #16-2013 amending the Dauphin County Act 167 Stormwater Management Plan.

O. Purchase of Service Agreement between Dauphin County (AAA) and International Service Center, Inc.

P. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   2. The Children’s Aid Society of Franklin County Pennsylvania, Inc.
   3. Children’s Center for Treatment and Education, Inc.
   5. Community Services Group, Inc.
   6. Harborcreek Youth Services, Inc.
7. Hoffman Homes for Youth, Inc.
8. The Impact Project, Inc.
9. Justice Works Youth Care, Inc.
10. NHS Pennsylvania, Inc.
11. Presbyterian Children’s Village Services, Inc.
12. Samara: The Center for Individual and Family Growth, Inc.
14. Wordsworth Academy, Inc.
15. Harrisburg Area YMCA, Inc.
16. YWCA of Greater Harrisburg, Inc.
17. Eleanor Bush, Esq.
18. Balinger R. Brown

Q. Adoption Assistance Agreement #2013-44.
R. Purchase of Service Agreement between Dauphin County (MH/ID) and Melmark, Inc.
S. Medical Assistance Transportation Program (MATP) Participation Grant Agreement and Assurance of Compliance between Dauphin County (MH/ID) and the Pennsylvania Department of Welfare.
T. Amendment to the Contract between Dauphin County and Susquehanna Group Advisors for financial advisory services.
U. Amendment to the Contract between Dauphin County and Mette, Evans & Woodside for legal services for the City of Harrisburg Recovery Plan.
V. Adoption of the NACo Dental Discount Card Program.
W. Subordination Agreement for Erinn McDaniels on the property located at 536 2nd St., Highspire, PA 17034.
X. Resolution #17-2013 approving the Rental Rates for Offices in the Human Services Building for the period July 1, 2013 to June 30, 2014.
Y. Resolution #18-2013 authorizing the filing by Dauphin County as applicant and Lancaster County Solid Waste Management Authority as co-applicant for RACP funding for repairs and upgrades at the Harrisburg Resource Recovery Facility.
Z. Grant Application Submission to the Pennsylvania Department of Public Welfare – Renewal of the Greater Harrisburg YWCA Access and Visitation Grant - Domestic Relations serves as grant liaison.

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

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

FORMER BUSINESS

There was none.
NEW BUSINESS

There was none.

COMMISSIONERS’ DISCUSSION & ACTIONS

Mr. Haste congratulated Mr. Hartwick on his appointment. Mr. Hartwick participated in the first webinar on Medicaid expansion in Pennsylvania. The webinar allows counties to discuss issues and viewpoints. It is a valuable resource.

Mr. Hartwick congratulated Mr. Haste on his role as President.

Mr. Haste stated that the reason for the webinar was to get all the counties engaged. Not all commissioners can attend the conferences. Issues are debated and moved forward. It allows those counties that cannot attend to be involved.

The Commissioners will be able to bring back new ideas for how to make government more efficient, while offering taxpayers better service.

CORRESPONDENCE

The Commissioners’ Office received the following correspondence, which will be handled by the staff appropriately.

A. Notification from dh Enterprises advising that the Odd Fellows Home of Pennsylvania is applying to DEP for a NPDES Permit for stormwater discharges associated with the Middletown Home Access Driveways/Parking Revisions Project.

B. Notification from Fisher Associates advising that Rodd J. Melzer is applying to DEP for a NPDES Permit for a residential subdivision in Middle Paxton Township.

C. Receipt of a letter from Millersburg Borough, Inc. advising that Council has approved the submission of a grant application to the PA Commonwealth Financing Authority and the PA Department of Community and Economic Development in the amount of $300,000 to stabilize the Susquehanna River bank at Riverfront Park in the Borough.

D. Notification from Wilson Consulting Group, PC advising that Brookwood Commons, LP is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of four buildings with 47 one bedroom apartments in each at 2216 Brookwood Street, Harrisburg.

E. Notification from K&W Engineers advising that Sheetz, Inc. is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a new convenience store at 4651 Lindle Road.

PUBLIC PARTICIPATION

There was none.
ADJOURNMENT

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

Transcribed by: Richie-Ann Martz