MEMBERS PRESENT

Jeff Haste, Chairman (arrived later in the meeting)
Mike Pries, Vice Chairman
George P. Hartwick, III, Secretary

STAFF PRESENT

Laura Cullison, Esq., Chief Clerk; Marie E. Re buck, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Amy Harinath, Press Secretary; Steve Howe, Director of Tax Assessment; August Memmi, Director of Community & Economic Development; Dave Schreib er, Human Resources; Kay Lengle, Human Resources; Melissa Bradley, Human Resources; Bobby Sisock, Court Administration; Leila Brown, Solicitor’s Office; Fred Lighty, Esq., Human Services Director’s Office; Steve Libhart, Director of EMA; J. Scott Burford, Deputy Chief Clerk; Ed Marsico, District Attorney; Mike Hubler, Conservation District Manager; Robert Christoff, Conservation District; Stacey Glickman, Controller’s Office; George Connor, Community & Economic Development; Ruby Doub, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Jennifer Dobbin, Jeremy Dobbin, Melinda War fel, Jeff Frantz, Jim Roxbury, coaches, parents and players of the Holy Name Jets Pony Football Team

MINUTES
CALL TO ORDER

Mr. Pries, Vice Chairman of the Board, called the meeting to order at 10:11 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. Pries that the Board approve the November 13, 2013 Workshop Meeting Minutes, the November 20, 2013 Legislative Meeting Minutes; November 20, 2013 Election Board Meeting Minutes and the November 27, 2013 Election Board Meeting Minutes; motion carried.

It was moved by Ms. Rebuck and seconded by Mr. Hartwick that the Board approve the November 20, 2013 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

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

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Dauphin County Commissioners

   1. Proclamation - Holy Name of Jets Pony Championship Super Bowl Team

Mr. Pries stated that it is an honor to recognize the coaches, players and parents of the Holy Name Jets Pony Team on their Super Bowl Championship. Congratulations!

(Mr. Pries read the following Proclamation.)

Office of County Commissioners
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, are thrilled to join with the many players, coaches, proud parents and fans in congratulating the Holy Name Jets Pony Football Team on a successful season and for clinching the CFA Super Bowl Championship;

Whereas, this boys football team has become an athletic powerhouse, surpassing other pony teams to become the best in the CFA league this year;

Whereas, under the leadership of Head Coach Timothy Madden and several assistant coaches, this tough and talented team of young athletes defeated the Red Land Patriots with a score of 22 - 0 to capture the Super Bowl trophy;

Whereas, the 2013 Jets Pony Football Team has carried on Holy Name’s rich tradition of athleticism;

Therefore, we join the 268,000 residents of Dauphin County in honoring this extraordinary Holy Name Jets Pony Football Team for achieving top honors this season; we proudly applaud the team’s spirit and determination, and warmly wish them enduring success in their athletic and academic pursuits; and in grateful recognition thereof, we do hereby proudly proclaim December 4, 2013 to be “Holy Name Jets Pony Football Team Day” in Dauphin County.

Mr. Hartwick congratulated the team on a great season. The team lost to Redland, but came back to defeat them in the Super Bowl. It was a test of character. Victory not only comes on the football field, it also comes in how you act in the classroom and treat other folks. This championship also comes with other responsibilities. This is just the beginning…you can be the next mayor, commissioner or CEO in the future.

The following received certificates: Timothy Madden, George Connor, Sean Fasick, Pete Gerula, Dave Madeira, Steve Marrazzo, Joe Mosey, Buck Nye, Dean Shields, Benjamin Marsico, Amihr Pittman, Elijah Coles, Remarr Wilson, Bryce Connor, Noah Hoffman, Zhamire Carter, Jackson Shields, Keshawn Carter, Julian Jordan, Timothy Smith, Tyshawn Smith, Tyshawn Stewart-Crystal, Michael Green, II, Mason Carter, Armani Caraballo, Roman Wright, Brody Rock, Nathaniel Mosey, Bryce Thoman, Daniel Ficca, Jeremy Wells, Justin Piper, Joseph Dinello, Jake Gemmell, Nick Miller and Donovan Wertz.

Mr. Madden thanked everyone for coming out today and thanked the Commissioners for acknowledging this achievement. It takes the whole team to achieve this accomplishment. He also thanked the parents for all their support.

Mr. Sadlock thanked the Commissioners for recognizing the Holy Name Football program. It takes a lot of dedication from the players, both on the field and in the classroom. We are very proud of them and look forward to next season.

B. Robert Christoff, Conservation District

1. Municipal Separate Storm Sewer System (MS4) Permit Requirements
Mr. Christoff stated that the purpose of the summary is to update the Commissioners on the status of MS4 requirements and compliance by Dauphin County and to provide public input on the County compliance program. This presentation will also be presented at the Conservation District Director’s Meeting tomorrow. Notice of the presentations has been posted on the Conservation District website.

The Municipal Separate Storm Sewer System (MS4) permit program is an element of the National Discharge Elimination System (NPDES) Permit. This is an EPA program administered in Pennsylvania by DEP. Owners or operators of designated MS4s are required to obtain permit coverage for the system discharge and comply with six Minimum Control Measures outlined in the permit. They are:

Public Education – educational newsletter ad and poster distribution with MS4 municipalities, hosted a meeting for MS4 regulated municipalities and maintained and updated the Conservation District website ESPC and SWM section.

Public Participation – MS4 implementation plan is posted on the Conservation District website for public review and comment, a public hearing was conducted on the Act 167 stormwater management plan amendment and numerous investigations of public referrals of potential erosion problems were conducted.

Illicit Discharge Elimination – updated and developed storm sewer system maps for all regulated facilities and distributed educational materials on the adverse impacts of pollutant discharges to storm sewers and streams.

Construction Site Stormwater Management – continued administration of the Chapter 102 and NPDES Erosion and Sediment Pollution Control program, provide a year-end summary of Chapter 102 and NPDES program activities to each Dauphin County municipality and review ESPC plans for projects at county construction sites and conducted site inspections.

Post Construction Stormwater Management – continued administration of the Chapter 102 and NPDES PCSM program aspects, distributed educational sheet, reviewed PCSM plans for projects at county construction sites and conducted site inspections and maintained and provided education tours of the Conservation District BMP demonstration project.

Pollution Prevention at Municipal Facilities – updated and developed good housekeeping plans for all regulated County facilities, facility staff conducted storm sewer inspections in May and November and conducted training for all regulated facility maintenance staff.

Regulated entities were required to obtain permit coverage in 2003. Permit renewals were to be submitted by September 15, 2012. The Dauphin County permit renewal was submitted on September 11, 2012. Renewal of the permit is anticipated in early 2014.
Renewed permits will contain requirements for pollution reductions for any MS4 that discharges to:

1. A watershed with an approved Total Maximum Daily Load (TMDL). Dauphin County has one facility which discharges to the Paxton Creek Watershed. Paxton Creek has an approved TMDL. In 2012, EPA removed the Phosphorous portion of the TMDL. DEP has indicated that Dauphin County was not assigned an allocation in the TMDL; Dauphin County is not responsible for sediment reductions indicated in the TMDL.

2. The Chesapeake Bay Watershed – All of the County regulated facilities are located in the Chesapeake Bay Watershed. The County is responsible for implementation of a plan. The plan must be developed and submitted to DEP within one year of permit renewal and the plan must be certified by an engineer. Implementation of the plan may occur over several 5 year permit terms. The plan must include specific design and timeframes for implementation of Best Management Practices designed to move toward the 2025 pollution reduction goals.

Dauphin County has added four regulated facilities: Recycling Center, MDJ Office – 29th Street, MDJ – Rolleston Street and MDJ – Paxton Church Road.

Dauphin County has removed one facility, the Wildwood Lake Nature Center.

The regulated facilities for the renewal are: Recycling Center, MDJ Office – 29th Street, MDJ Office – Rolleston Street, MDJ – Paxton Church Road, Schaffner Youth Center, Adult Probation, Fort Hunter, Bulk Storage and County Prison and Judicial Center.

Mr. Hartwick asked Mr. Christoff to work with Mike Yohe on the retrofits that need to be made to the County projects. We all want to see cleaner water. He wants to make sure the County is planning for whatever it needs to do in order to meet those requirements.

Mr. Christoff indicated that they will be developed as we move through this process.

Mr. Hartwick asked about the Act 167 Amendment.

Mr. Christoff stated that in 2010 the County adopted the County Wide Act 167 plan. The plan was approved by DEP in 2010. As an example of why the exemption criteria was amended, the exemption criteria would require a building in the middle of a field to submit an engineering report and install BMPs for volume reduction. It would be costly to the owner. The amendment changed those exemptions. It gives more flexibility and relief for those landowners.

Mr. Pries asked if Mr. Christoff received any feedback from those municipalities regulated by the MS4 program.
Mr. Christoff stated that he does not have any direct feedback, but will keep you posted. There are some concerns with where the funds are coming from.

C. Robert Christoff, Conservation District

1. Agricultural Conservation Easement Purchase – Melinda Warfel and Jeremy Dobbin

Mr. Christoff stated that Melinda Warfel and Jeremy Dobbin own a 167 acre farm in Halifax Township. This is the second farm in Halifax Township to be preserved through the County Farmland Preservation Program. The easement purchase is a joint purchase with 50% of the total easement purchase price of $250,560.00 coming from the Commonwealth and 50% from Dauphin County. Through the 2013 program year, 14,679 acres of farmland on 150 farms in 12 municipalities has been permanently preserved. Statewide, Pennsylvania continues to lead the nation in preserving farmland with 475,000 acres preserved on 4,426 farms in 58 counties. Also, due to the County easement purchase cap of $1,500 per acre and 4 donated easements, Dauphin County preserved farm owners have also contributed over $4,300,000 to the program.

Mr. Haste thanked the Ag Land Preservation Board for their work in keeping this program moving. A special thanks to the families in the past and today for helping to preserve our heritage. It gets more and more difficult every year for farmers to maintain their farms. Again, thank you very much.

(Applause was given and pictures were taken.)

Ms. Warfel and Mr. Dobbin thanked the Commissioners and the Ag Land Preservation Board for this program.

The Commissioners thanked Ms. Warfel and Mr. Dobbin for participating in this important program.

**HUMAN RESOURCES**

Ms. Lengle stated that there was one addition to the Packet. It is New Hire #6. There were no questions on the Personnel Packet.

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

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

Mr. Baratucci indicated that he added the requisition from last week for the fencing for the MDJ Office. There were no questions on the Purchase Order Packet.

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

Question: Mr. Haste – Aye; Mr. Pries – 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
December 4, 2013

- **November 22, 2013** transferred $1,544,708.11 to the Payables account from the County’s Concentration account for checks issued that week.

- **November 29, 2013** transferred $3,524,089.05 to the Payables account and $1,883,245.21 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $9,597,997.61

- Debt Service Payments since last report: $255,473.65

- Term Investments
  - None

- Balance today in PA INVEST account #2100017144860: $1,379.87 rate 0.050%

- Balance today in Susquehanna Bank investment account #119002023: $2,217,960.69 rate 0.150%

- Balance today in First National Bank investment account #97014743: $7,554,584.01 rate 0.300%

- Balance today in Integrity Bank Money Market Checking account #2206001209: $27,714,376.22 rate 0.260%

- Balance today in Santander Bank investment account #9551017714: $5,001,863.21 rate 0.200%
• Balance today in PNC Bank investment account #5004319839: $0.00


Mr. Hartwick asked about the DPW quarterly payments.

Mr. Yohe stated that the County, cash wise, is okay. It could become an issue in February.

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

Ms. Cullison reported that tonight the Chamber and CREDC will present the President’s Award to the Commissioners for their leadership and teamwork in making the county seat fiscally strong and ensuring a better future for all of Dauphin County.

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

Mr. Curcillo reported that he is asking to Pull Item G for further review. All other items are ready for consideration.

MATTERS REQUIRING BOARD ACTION

A. Training Packet.

B. Subordination Agreement for Edward F. Brizuela and Jessica A. Badillo on the property located at 3527 Derry Street, Harrisburg, PA 17111.

C. Partial Refund of 2013 Real Estate Taxes – Parcel #10-008-008 (688 Schuylkill Street) – Beatrice Gallatin - $138.28.


E. Refund of 2013 August Interim County Real Estate Taxes – Parcel #25-014-050 (Allentown Blvd.) – Grantville Volunteer Fire Company - $4,235.78.

F. Partial Refund of 2013 Real Estate Taxes – Parcel #13-014-049 (1944 Berryhill Street) – Glenn Domon - $98.07.

G. Appointment of James Markel as Tax Collector for Halifax Township, effective 2014.

H. Request to Strike-off 2013 County Real Estate Taxes on the following properties in Hummelstown Borough: Parcel #31-003-003 - $299.74; Parcel #31-007-001 - $190.57 and Parcel #31-055-002 - $967.18.


J. Repository Bid received from John Brown – Parcel #09-024-004 (83 N. 16th Street) - $500.00.
K. Repository Bids received from Coconut Mountain Real Estate – Golan Farber:
   1. Parcel #71-002-054 (352 W. Broad St.) - $500.00
   2. Parcel #71-006-040 (219 W. Market St.) - $500.00


O. Resolution #28 - 2013 approving the Application to Encumber Liquid Fuels Tax Funds in the amount of $780,000.00 for replacement of Swatara Township Bridge No. SWT-1, Bonnymead Avenue over Spring Creek.

P. Subrecipient Agreement between Dauphin County and the Chieftopia, Inc.

Q. Professional Services Agreement between Dauphin County and Randy Paul & Associates – proposed engineering project for design and replacement of the roof top ventilators for the main prison gym.

R. Subrecipient Agreement between Dauphin County and the Chocolatecovers LTD.

S. WebEOC Board Development Services Project between SCTF and ManTech Advances Systems International, Inc.

T. Addendum #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and NHS Pennsylvania, Inc.


V. Data Sharing Agreement between Dauphin County (Children & Youth) and Chapin Hall Center for Children, Inc.

W. Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:
   1. Dr. Jamie Houston-Mulligan

X. Addendum #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and White Deer Run, Inc.

Y. Purchase of Service Agreement between Dauphin County (MH/ID) and the Presbyterian Church of Harrisburg, Inc.

Z. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/ID) and Central Pennsylvania Supportive Services, Inc.

AA. Purchase of Service Agreement between Dauphin County (Human Services Director’s Office) and Dr. James D. Griffith.

BB. Local Share Gaming Grant Award (Unrestricted) – Pennsylvania Police Athletic League - $1,500.00.
Repository Bid received from Michele J. Cramer – Parcel #10-018-056 (2247 N. 6th Street) - $500.00.


It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Matters Requiring Board Action, Items A through DD, listed above, noting that Item G is pulled and Item BB will be voted on separately.

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

It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve Matters Requiring Board Action, Item BB, listed above.

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

Some questions were raised with regard to Item G.

Mr. Curcillo indicated that he is waiting for confirmation from the Elections Office on whether the term is a two or four year appointment.

Ms. Creason stated that it is important to get this person appointed, because he will need to determine his hours and location of his office. Ms. Creason will need this information for the bills.

Mr. Haste indicated that the Board can approve this contingent on the Solicitor’s Office confirming the term length.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Item G listed above under Matters Requiring Board Action contingent upon the Solicitor’s Office confirming the term length.

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

A. Notification from Light-Heigel & Associates, Inc. advising that Jefferson Township is applying to DEP for a General Permit #11 for the West Cross Road Bridge Project in Jefferson Township.

B. Notification from GHD advising that the Lower Paxton Township Authority is applying to DEP for a permit to replace approximately 2,700 linear feet of sanitary sewer and associated manholes near Union Deposit Road and Fairmont Drive in Lower Paxton Township.

C. Notification from Eastern Industries, Inc. advising that they are applying to DEP for the renewal of a State Only Operating Permit for the Elizabethville Air Quality Permit No. 22-05035.

D. Notification from Radenbush Engineering, Inc. advising that the Middletown Area School District is applying to DEP for a NPDES Permit for the construction of a new high school building, parking lots, utility connects, stormwater management facilities, access driveway and athletic fields in addition to the demolition of the existing site in Lower Swatara Township.

E. Notification from H. Edward Black and Associates, Ltd. advising that River Drive Service Center is applying to DEP for a NPDES Permit for the construction of a new warehouse/garage building with future office space and loading dock with 3.20 acres of land disturbance in Susquehanna Township.

F. Notification from R. J. Fisher & Associates, Inc. advising that they are applying to DEP for a NPDES Permit for the construction of the Apple Creek Farms project in Susquehanna Township. This is the fourth and final phase of a 144 lot single-family residential development located along Paxton Church Road.

G. Receipt of a letter from the PA Public Utility Commission advising that the application of Sunesys, LLC for approval to alter the public crossing where North Railroad Street crosses at grade the tracks of Norfolk Southern in Hummelstown Borough by the installation of one 1.5” aerial telecommunications conduit with (1) 48 ct. Fiber Optic Cable has been completed.

H. Notification from Storb Environmental Incorporated advising that Paxton Street Terminals Corporation is applying to DEP for a NPDES Permit for the Harrisburg Bulk Petroleum Storage Terminal in Swatara Township.
I. Notification from the United States Department of the Interior advising that they are applying to DEP for a General Permit for the Conewago Creek at Old Hershey Road, Phase II, Habitat Improvement Project in Conewago Township.

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.

Transcribed by: Richie-Ann Martz