MEMBERS PRESENT

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

STAFF PRESENT

Laura E. Evans, Esq., Chief Clerk; Marie E. Re buck, Controller; Janis Creason,
Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Fred Lighty, Esq., Human Services
Director’s Office; Amy Harinath, Press Secretary; Gary Serhan, Deputy Controller; Dave
Schreiber, Human Resources; Kay Lengle, Human Resources; Jean King, Register of
Wills; Randy Baratucci, Director of Purchasing; Leila Brown, Solicitor’s Office; Mike
Yohe, Director of Budget & Finance; August Memmi, Director of Community &
Economic Development; Brenda Hoffer, Commissioners’ Office; Melody Osborn,
Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Jeff Frantz

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:06 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 January 2, 2013 Workshop/Legislative Meeting Minutes; motion carried.

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

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve the January 2, 2013 Salary Board Meeting Minutes; motion carried.

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

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Ms. Evans reported that there was one Executive Session held on January 14, 2013 regarding matters of personnel.

PUBLIC PARTICIPATION

(There was none.)

DEPARTMENT DIRECTORS/GUESTS

(There was none.)

HUMAN RESOURCES

Ms. Lengle indicated that there was one change to the Personnel Packet. The effective date for Item #14 has been changed to February 4, 2013.

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

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

Mr. Baratucci indicated that this is the second half. Most of these are yearly agreements and there were no budget issues.

REPORT FROM BUDGET & FINANCE – MIKE YOHE

Mr. Yohe provided the following Report:

Report from the Office of Budget & Finance
January 16, 2013

- January 4, 2013 transferred $830,411.40 to the Payables account from the County’s Concentration account for checks issued that week.

- January 11, 2013 transferred $3,859,480.31 to the Payables account and $3,154,104.84 to the Payroll account from the County’s Concentration account for checks issued that week. (Schaffner payout this week)

- Wire Payments since last report: $304,794.12

- Debt Service Payments since last report: $381,196.63

- Total Term Investments
  - 4/19/12 - $10,113,781.40 12-mo. CD - Susquehanna Bank – 0.550% - matures 4/18/13

- Balance today in PA INVEST account #210001714860: $1,379.25  rate 0.055%

- Balance today in Susquehanna Bank investment account #119002023: $3,717,582.31  rate 0.250%

- Balance today in First National Bank investment account #97014743: $7,534,670.90  rate 0.400%

- Balance today in Integrity Bank Money Market Checking account #2206001209: $21,752,592.97  rate 0.300%

- Balance today in PNC Bank investment account #5004319839: $1,237.13  rate 0.100%

- Balance today in Metro Bank investment account #0536557523: $101.57  rate 0.110%


Mr. Yohe also mentioned that the taxes will soon start coming in.
REPORT FROM CHIEF CLERK/CHIEF OF STAFF – LAURA E. EVANS, ESQ.

Ms. Evans reported that Dauphin County’s Diversity Network Forum Breakfast Meeting is scheduled for January 17th at the Case Management Unit, 1100 Cameron St. These forums have been held on a monthly basis by the County. Tomorrow’s forum will discuss “an under-represented demographic market, and the impact of diversity.”

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

Mr. Curcillo reported that the items on the Agenda that were reviewed by his office are ready for approval, with the exception of Item Z. Mr. Curcillo asked if the Commissioners could approve the Travel Regulations conditioned upon his review with the Controller’s Office.

Ms. Evans mentioned that except for the item added by the Controller’s Office, the changes were previously discussed with the Directors.

Mr. Hartwick raised some questions with regard to the mileage rate being set by the IRS standards and how the mileage rate affects the training requests.

Mr. Serhan stated that the County’s mileage rate does not have to be the same as the IRS rate.

Mr. Hartwick indicated that he would like to pull the item.

Mr. Haste indicated that if the Regulations are ready by next week’s Workshop Meeting, the Board can take action. The Regulations would be retroactive to January 1, 2013.

MATTERS REQUIRING BOARD ACTION

A. Training Packet.

B. Subordination Agreements for:

1. Todd S. Teter on the property located at 2436 Kensington Street, Harrisburg, PA 17104.
2. Jada Laganella on the property located at 675 Main Street, Bressler, PA 17113.
3. Danyelle Williams on the property located at 2235 Swatara Street, Harrisburg, PA 17104.
4. Teena M. Smith on the property located at 1107 Georgetown Road, Middletown, PA 17057.
5. Angela M. Lee on the property located at 1531 N. 15th Street, Harrisburg, PA 17103.

C. Request to contribute the County’s pro rata share for appraisal services and trial costs needed to ascertain the true value:

2. Cleveland Brothers, No. 2012-CV-8974-TX, Tax Parcel ID: 63-015-021, Property known as 336 Fairville Avenue, West Hanover Township ($2,205.92).

D. Proposed Stipulations of Settlement:
1. Marion M. Warden, Parcel No. 2012-CV-8932-TX.
2. Harrisburg Mall Limited Partnership, Case No. 2012-CV-9557-TX, Parcel ID #63-024-055, commonly known as the Harrisburg Mall, 3601 Paxton Street, Harrisburg.

E. Partial Refund of 2010-2012 Real Estate Taxes – Corporate Gateway General Partnership – Parcel #35-034-091 (6385 Flank Drive) - $5,289.89.

F. Partial Refund of 2010-2012 Real Estate Taxes – Corporate Gateway General Partnership – Parcel #35-034-085 (6340 Flank Drive) - $9,181.77.


H. Repository Bid received from Ruben Garcia – Parcel #02-029-048 (1314 Berryhill Street) - $500.00.

I. Repository Bid received from Catherine D. McMullen – Parcel #09-032-033 (1638 Market Street) - $500.00.

J. Repository Bid received from Farber Golan – Parcel #63-049-051 (794 Mohn Street) - $1,750.00.

K. Professional Services Agreement between Dauphin County and Jack Sherzer, Message Prose LLC for media preparation services.

L. Intragovernmental Transfer Agreement for the transfer of a 2006 Dodge Magnum from Dauphin County to the City of Harrisburg.

M. Highmark Blue Shield Administrative Services Only Renewal Agreement.

N. Agreement between Dauphin County and Highmark Blue Shield for the Biometric Screening Program.

O. Third Amendment to Contract No. C000048810 between Dauphin County and the PA Department of Community & Economic Development for programmatic changes and modifications.

P. Weatherization Assistance Program – Contract No. C000053058 between Dauphin County and the PA Department of Community & Economic Development in the amount of $123,604.
Q. Purchase of Service Agreement between Dauphin County and Automated Logic for HVAC maintenance at the Bulk Storage Facility.

R. Purchase of Service Agreement between Dauphin County and Automated Logic for HVAC Mechanical Systems maintenance at the Bulk Storage Facility.

S. Purchase of Service Agreement between Dauphin County and Automated Logic for HVAC Controls Systems maintenance at the Courthouse.

T. Purchase of Service Agreement between Dauphin County and Automated Logic for HVAC Controls Systems maintenance for the Human Services Building.

U. Consultant Agreement between Dauphin County and Terry R. Haines for administration of the Dauphin County Affordable Housing Fund Program.

V. Service Agreement (PM67083) between Dauphin County and Controls, Service & Engineering Co., Inc. for HVAC maintenance for the Cell Tower Sites.

W. Service Agreement (PM67084) between Dauphin County and Controls, Service & Engineering Co., Inc. for HVAC maintenance at the EMA Main Administration Building.

X. Service Agreement (PM67084A) between Dauphin County and Controls, Service & Engineering Co., Inc. for HVAC maintenance for ECC.

Y. Purchase of Service Agreement between Dauphin County and Tom Stephenson Generator Service, Inc. for servicing three (3) Hazmat generators (Stadco-30A4000, Generac-6500XI-gas and Uljanik-12.5AFB014).

Z. 2013 Travel Regulations.

AA. Purchase of Service Agreement between Dauphin County (Solid Waste Management) and Comcast Spotlight for 2013 Public Service Announcements.

BB. Certification of County Funds for the Pennsylvania Farmland Preservation 2013 Program.

CC. Appointment of Elizabeth Benion to the Capital Area Transit Board. Ms. Benion’s term will expire December 31, 2013.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Matters Requiring Board Action, Items A through CC, minus Item Z, which is being pulled.

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 and will be handled by the staff appropriately.

A. Notification from Mellott Engineering, Inc. advising that the Dauphin County Industrial Development Authority is applying to DEP for a NPDES Permit with regard to the construction of a magisterial district justice office in West Hanover Township.

B. Receipt of a letter of resignation from Daryl LeHew from the Capital Area Transit Board.

C. Notification from Evans Engineering, Inc. advising that The Hershey Company is applying to DEP for a General Permit 11 for the removal of the eastern portion of the facility located at 19 East Chocolate Avenue and utilities within the Spring Creek floodway.

D. Notification from Cardno MM&A advising that Norfolk Southern Railway Company is providing its annual notification of Upstream Regulated Substances for Lucknow Yard located at 3322 Industrial Road, Harrisburg.

E. Notification from Cardno MM&A advising that Norfolk Southern Railway Company is providing its annual notification of Upstream Regulated Substances for Enola Yard located at 218 Enola Road, Enola.

F. Notification from Herbert, Rowland & Grubic, Inc. advising that Hummelstown Borough is applying to DEP for a BWM-GP-4 General Permit for the Highmeadow Campground Infrastructure Improvement Project.

G. Receipt of a letter from the U.S. Department of Agriculture enclosing a General Permit Registration (GP-6) for Omar King. An application for a PG-6 and GP-7 were submitted previously, but it has been determined that only a GP-6 permit is necessary. This project involves the construction of a stabilized animal walkway and stream crossing through a wetland area.

H. Receipt of a letter from the PA Public Utility Commission advising that a field investigation and conference will be held on January 18, 2013 at 1:00 p.m. to discuss the application of PennDOT for approval to alter the public grade separation crossing by the installation of sidewalk barrier, railroad protective barrier and protective fence as part of the rehabilitation of the existing bridge where SR 3012 (Mulberry Street) crosses over the active rail line of AMTRAK (DOT #592191V) in the City of Harrisburg.

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