MEMBERS PRESENT

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

Jeff Haste, Chairman (ABSENT)

STAFF PRESENT

Marie E. Rebuck, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; J. Scott Burford, Deputy Chief Clerk; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Amy Harinath, Press Secretary; Gary Serhan, Deputy Controller; Steve Chiavetta, Director of Voter Registration; Gerald Feaser, Voter Registration; Jean Marfizo King, Register of Wills; Steve Libhart, Director of EMA; Craig Williard, Director of Weatherization; Bob Burns, Director of AAA; Mike Madden, Prison; Mary Ann Boyer, Voter Registration; Lisa Walk, Voter Registration; Jenny DeJesus, Voter Registration; Greg Schneider, Budget & Finance; Leila Brown, Solicitor’s Office; Fred Lighty, Esq., Human Services Director’s Office; Kay Lengle, Human Resources; Dave Schreiber, Human Resources; George Connor, Community & Economic Development; Brenda Hoffer, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Jeff Franz, Brian Chiavetta, James Roxbury, Aliza Mizak, Taylor Lister, Abby Julius, Brittany Shaffer, Mikaela Hahn, Anna Smuda, Makenzie Kelley, Delani Higgins, Morgan Bitting, Mary Kate Skitka, Maddie O’Neill, Maggie Mostoller, Kelsey Detweiler, Mariena Decker, Taylor Bracale, Devyn Barry, Michelle Bomgardner, Sara Jackson, Mackenzie Kulina, Miranda Hershey, Amber Lehman, Ashley Ceshini, Brenna Stchur, Melanie Weidner, Taylor Plouse, Sami Schug, Gini Bramley, Ruby Rhoad, Casey Schankweiler, Jennifer Abraham, Taylin Lehman, Jenn Jackson, Courtney Lehman, Hunter Bracale,
CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:09 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 9, 2013 Workshop Meeting Minutes and the January 16, 2013 Legislative Meeting Minutes; motion carried.

It was moved by Mr. Hartwick and seconded by Ms. Rebuck that the Board approve the January 9, 2013 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Burford indicated that there were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION

(There was none.)

DEPARTMENT DIRECTORS/GUESTS

A. Dauphin County Commissioners

1. Presentation of a Proclamation to the Lower Dauphin Field Hockey Team, State Champions
Mr. Hartwick recognized the renowned Lower Dauphin Field Hockey team. This may be an annual event. The Commissioners are very proud of the team’s accomplishments. The members made a commitment to work hard and that hard work gave them the State Championship.

(Mr. Hartwick 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 students, school officials, proud parents and fans in congratulating the Lower Dauphin Falcons Field Hockey Team for clinching the PIAA AAA State Championship, Mid Penn Conference Championship and the Mid Penn Keystone Division Championship in 2012, and for a longstanding history of remarkable athletic achievements;

Whereas, in the PIAA Class AAA field hockey finals, Lower Dauphin defeated Penn Manor 2 - 0, completing a state tournament run in which the Falcons defeated three district champions in four games and gave up just two goals along the way;

Whereas, led by the incomparable Linda Kreiser, who, as Head Coach, has guided this team to five state titles and has turned the field hockey team into an athletic powerhouse, earning her the prestigious National Field Hockey Coaches Association Northeast Region’s Coach of the Year, this Falcons team scored a near perfect overall record of 22-3-1 during the 2012 season;

Whereas, in addition to earning state gold, several athletes on this team achieved special honors, including Mid Penn Player of the Year Hunter Bracale; Mid Penn Conference All Stars First Team Hunter Bracale, Morgan Bitting, Gini Bramley, Devyn Barry and Honorable Mention Lindsay Cassel, Madison O’Neill, Taylor Lister, Mary Kate Skitka and Analisa Scott; among other honors;

Therefore, we join the 268,000 residents of Dauphin County in honoring the many talented and tenacious players and coaches for their PIAA AAA State Championship; we proudly applaud the team’s spirit and determination, and we warmly wish the graduating seniors and returning players enduring success both on and off the field; and in grateful recognition thereof, we do hereby proudly proclaim January 30, 2013 to be “Lower Dauphin Falcons Field Hockey Team Day” in Dauphin County.

(Applause was given and pictures were taken.)

Coach Kreiser thanked the Commissioners for acknowledging the team. She also thanked the parents, athletic director and the school administration. There were some rough spots, but they only made the team stronger and better.

Mr. Pries indicated that the Field Hockey team is royalty. Thru the team’s comraderie and teamwork they were able to win the State Championship. The team has the support of the fans, parents and administration. The Commissioners are honored to recognize your accomplishments. You have a lot of great athletes that have come from Lower Dauphin. Brian Chiavetta is in the audience. Brian played hockey at the Robert Morris University where he was the lead scorer in the country for 2009 and 2010.
Captains of the team, Sami Schug, Hunter Bracale and Analisa Scott expressed their appreciation to the Board for recognizing the team. They mentioned how they work as a team and the fond memories that they have.

Mr. Pries mentioned that with young people like this team, the future of America will be in good hands.

2. Presentation of a Proclamation to Steve Chiavetta, Director of Registration & Elections

Mr. Pries stated that he has known Steve for over 15 years. Steve has earned his retirement. Steve has conducted elections for statewide organizations and people from all over the State have come to watch the process. The media and elected officials are appreciative. Steve has been the “go to” guy. Steve has always been there and has made that department the best elections department in the State. He has treated everyone that he has dealt with fairly and has been viewed that way by elected officials. Steve is a personal friend and a long time County employee. He was recently sworn in as a Commissioner for Swatara Township. The Commissioners wish Steve the best in his retirement.

(Mr. Pries read the following Proclamation.)

Office of County Commissioners
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, take pride and pleasure in joining the friends, family members, co-workers and members of the community at large in congratulating Steven Chiavetta on his nearly 37 years of service to Dauphin County and his richly deserved retirement on February 1, 2013;

Whereas, this Swatara Township resident and avid, and often downtrodden, L.A Rams football fan began working as a clerk at Dauphin County’s Registrations and Elections Bureau in March of 1976;

Whereas, as director of the bureau, a position he has held since 1983, Steven has been a trustworthy custodian of our election process, and is known to be dedicated, dependable and hard-working;

Whereas, under his leadership, the county was able to procure more than 150 voting machines for only $50 a piece, saving taxpayers thousands of dollars, and, in the 1980s, implemented electronic voting, making Dauphin County the first county along the East Coast to do so;

Whereas, voters and candidates have become so confident with our system that Steven has conducted elections for the Dauphin County Republican and Democratic Committees, Bethlehem Steel, Carpenters Union and many school districts, among others;

Whereas, we applaud his commitment to ensuring the elections process is fair and efficient for the people of Dauphin County;

Therefore, we join the 268,000 residents of Dauphin County in congratulating Steven Chiavetta as he retires from a lifetime of hard work and public service; we wish him continued health, happiness and success in the years to come; and
in grateful recognition thereof, we do hereby proudly proclaim February 1, 2013 as “Steven Chiavetta Day” in Dauphin County.

(Applause was given and pictures were taken.)

Mr. Hartwick mentioned that Steve was upfront and fair with everyone that he dealt with during his years as Director. Steve has treated everybody with the equal respect. Commissioner Hartwick is grateful for Steve’s service. The friendship that was made will last far beyond today. Steve will be missed by everyone.

Mr. Chiavetta thanked the Commissioners for the Proclamation and thanked his staff for their commitment.

3. Presentation of a Proclamation to Craig Williard, Director of Weatherization

Mr. Hartwick indicated that the Board is proud to honor Craig Williard on his retirement from Dauphin County. Craig has served as Director of Weatherization for many years. He has experienced the many changes in the Department with the ARRA funds. Craig has provided top notch service to the residents of Dauphin County while keeping his budget in line.

(Mr. Hartwick read the following Proclamation.)

Office of County Commissioners
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, are proud to pay tribute to the much-admired and always dependable Craig Williard and join with his family members, friends and colleagues as he retires as Director of Dauphin County’s Weatherization Program after 32 years of service;

Whereas, since Craig joined the program in January of 1981, he has been committed to ensuring the Weatherization Program operates efficiently and effectively;

Whereas, during his tenure, Craig has gone above and beyond the call of duty to weatherize homes for eligible residents so that they may save money on utility costs during cold winters and hot summers;

Whereas, this avid hunter and fisherman spends his spare time on his boat that is docked in New York, near the Canadian Border, and with this wife and two children;

Therefore, we join the 268,000 residents of Dauphin County in honoring the dedicated and distinguished Craig Williard for more than three decades of service to this deeply appreciative community and County of Dauphin; we congratulate him most warmly on his well-deserved retirement and wish him lasting success and happiness; and, it is with much pleasure that we do hereby proudly proclaim January 31, 2013 as “Craig Williard Day” in Dauphin County.

(Applause was given and pictures were taken.)

Mr. Pries thanked Craig for his years of service and wished him well in his retirement.
Mr. Williard thanked the Commissioners for their support.

**SALARY BOARD**

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

**HUMAN RESOURCES**

Ms. Lengle indicated that there is a date change on New Hires #10, 11 and 12. Instead of February 7, the new date is February 19. There were no other questions.

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

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

**PURCHASE ORDERS**

Mr. Baratucci indicated that there were no changes since last week’s Packet.

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

**Question:** 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**
> **January 30, 2013**

- **January 18, 2013** transferred **$2,375,228.30** to the **Payables** account from the County’s Concentration account for checks issued that week.

- **January 25, 2013** transferred **$2,821,631.18** to the **Payables** account and **$1,902,669.89** to the **Payroll** account from the County’s Concentration account for checks issued that week.

- **Wire Payments since last report:** **$13,488,571.21**

- **Debt Service Payments since last report:** **$0.00**

- **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 #2100017144860: **$1,379.25** rate **0.050%**

• Balance today in Susquehanna Bank investment account #119002023: **$3,417,582.31** 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: **$19,252,592.97** 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%**


**REPORT FROM DEPUTY CHIEF CLERK – J. SCOTT BURFORD**

Mr. Burford mentioned that Steve Libhart, Director of EMA, will be hosting two briefings tomorrow, January 31, at 10:00 a.m. and 2:00 p.m. at the Conservation District in Dauphin. Representatives from DEMA and FEMA will be present to explain the application process and disseminate forms for assistance as a result of Hurricane Sandy.

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

Mr. Curcillo commented on Item D under Matters Requiring Board Action. (A complete set of Public Hearing Minutes are on file in the Commissioners’ Office.)

**MATTERS REQUIRING BOARD ACTION**

A. Training Packet.

B. Satisfaction Piece for Alexander Lawson on the property located at 208 Revere Street, Harrisburg, PA 17109 - $3,000.00.

C. Subordination Agreement for John C. Grigalonis on the property located at 2039 Market Street Ext., Middletown, PA 17057.

D. Ordinance #1-2013 approving the compensation of duly elected or appointed Tax Collectors.

E. Partial Refund of 2009-2012 Real Estate Taxes – Dayton Hudson Corporation (Target Corporation) – Parcel #35-043-175 (5125 Jonestown Road) - $28,255.83.
F. Performing Artists Contracts for the Millicent Spark’s Production Company – Dauphin County Black History School Program – February 19, 2013: Millicent Sparks, Lynn Catherine Daniels, CeCelia A. Birt, Nickalas Parker, Kamal Bostic-Smith and H.L. Smith, II.

G. PrimeCare Guaranty of Performance of Contract – Dauphin County CHSA (00626802).

H. Budget Amendments for the quarter ending December 31, 2012.

I. Bi-Annual Maintenance Agreement between Dauphin County and Controls, Service & Engineering Co., Inc. to furnish and install replacement Ultraviolet lights for Trane units #7 and #12 at the EMA Administration Building.

J. Bi-Annual Maintenance Agreement between Dauphin County and Controls, Service & Engineering Co., Inc. to furnish and install replacement Ultraviolet lights for one Liebert unit #22 that serves the ECC.

K. Maintenance Agreement between Dauphin County and G.R. Sponaugle for electrical system inspection at EMA.

L. Maintenance Agreement between Dauphin County and G.R. Sponaugle for UPS System Inspection at EMA.

M. Professional Services Agreement between Dauphin County and Herre Consulting to retrofit existing warehouse space for the purpose of instituting a Records Management System.

N. Proposed Change Orders (PC) – New Judicial Center – Quandel Project No. 09411-C:
   1. eciConstruction, Inc. – PC 015 – add concrete dumpster pad ($2,913.00)
   2. eciConstruction, Inc. – PC 018 – replace concrete curb and sidewalk ($3,171.00)
   3. eciConstruction, Inc. – PC 020 – change exterior soffits from Dryvit to Aluminum ($4,319.00)
   4. eciConstruction, Inc. – PC 022 – add deal tray to reception desk counter ($902.00)

O. Change Order #2 – 2012 Multi-Bridge Deck Rehabilitation – $12,188.29 for additional quantities of concrete for deck slabs.

P. Community Development Block Grant Subrecipient Agreement – Steelton Borough (Blueberry Alley Storm Sewer Replacement) - $26,680.00.

Q. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. The Bradley Center, Inc.
   2. VisionQuest National, Limited (Contract #1)
   3. VisionQuest National, Limited (Contract #1)
   4. Diane Bates-Sier, t/d/b/a Sand Castle Counseling


S. Amendment #1 to the Subsidized Legal Custodianship Agreement #2012-03.

T. Amendments to Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:
1. Lower Dauphin Communities That Care, Inc. – Amendment #1
2. Substance Abuse Services, Inc. – Amendment #1
3. Contact Helpline, Inc. – Amendment #1
4. Life Esteem, Inc. – Amendment #1
5. Barak, Inc. – Amendment #1

U. Purchase of Service Agreement between Dauphin County (MH/ID) and the County Commissioners Association of Pennsylvania.

V. Emergency Solutions Grant Agreement between Dauphin County (MH/ID) and the Commonwealth of Pennsylvania Department of Community & Economic Development.

W. Radio Systems Maintenance Agreement between Dauphin County and Capital Area Communications for maintenance of the Dauphin County microwave communications system.

X. Maintenance Agreement between Dauphin County and G.R. Sponaugle for mechanical HVAC services for the Dauphin County Human Services Building.

Y. Purchase of Service Agreement between Dauphin County and Doug’s Snow Removal for snow removal services at the Northern Dauphin County Human Services Building.

Z. Maintenance Agreement between Dauphin County and ThyssenKrup Elevator for maintenance of elevators in the Dauphin County Administration Building.

AA. Maintenance Agreement between Dauphin County and ThyssenKrup Elevator for maintenance of elevators in the Dauphin County Courthouse Building.

BB. Maintenance Agreement between Dauphin County and ThyssenKrup Elevator for maintenance of elevators in the Dauphin County Human Services Building.

CC. Purchase of Service Agreement between Dauphin County and Premier Media for a billboard on Rt. 322 for the months of March and April for the advertising of dog licensing. (Funded by PA Department of Agriculture.)

DD. Submission of the Dauphin County Report of Act 44 Tax Fund to the PA Department of Transportation.

EE. Submission of the Dauphin County Report of Liquid Fuels Tax Fund to the PA Department of Transportation.

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

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

FORMER BUSINESS

(There was none.)
NEW BUSINESS

(There was none.)

COMMISSIONERS’ DISCUSSION & ACTIONS

Mr. Pries thanked Mr. Chiavetta and Mr. Williard for their service and wished them the best in their retirement.

CORRESPONDENCE

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

A. Notification from the Millersburg Area Authority advising that they are applying to DEP for the renewal of an NPDES Permit that allows the Authority to discharge treated process wastewater into the Wiconisco Creek from the Authority’s water treatment plant located in Upper Paxton Township.

B. Notification from Burget & Associates, Inc. advising that Tana Properties, LLC is applying to DEP for a NPDES Permit for the Curry Mill Preliminary/Final Subdivision & Land Development Plan in Derry Township.

C. Notification from First Capital Engineering advising that Love’s Travel Stop and Country Stores is applying to DEP for a NPDES Permit for stormwater discharges associated with construction activities at 3206 Schoolhouse Road, Middletown.

D. Notification from Buchart Horn, Inc. advising that the Derry Township Municipal Authority is applying to DEP for a Chapter 105 Water Obstruction and Encroachment Permit General Permit 11, 8 and a Waiver 11 for repairs to access paths and exposed infrastructure as a result of past flooding events at Laurel Woods & Alpine Drive.

E. Notification from HRG, Inc. advising that Susquehanna Township is applying to DEP for a Chapter 105 General Permit for drainage improvements at Ridgeway Road.

F. Notification from William Schnoor advising that he is applying to DEP for a NPDES Permit for stormwater discharges associated with construction activities at the Thistle Road Subdivision.

G. Notification from CET Engineering Services advising that Lower Paxton Township is applying to DEP for a NPDES Permit for stormwater discharges associated with construction activities and a Water Obstruction and Encroachment Permit for a project south of Linglestown Road near the Blue Ridge Country Club.

H. Receipt of a letter from the Pennsylvania Emergency Management Agency advising that Dauphin County’s 9-1-1 System Renewal Plan has been reviewed by PEMA and PUC and has been approved for implementation, effective December 20, 2012.

I. Notification from Woodland Design Associates, Inc. advising that they are applying to DEP for a NPDES Permit for stormwater associated with construction of an electric substation and connection to existing overhead electric lines by PPL Electric Utilities Corporation on Reese Avenue.
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