MEMBERS PRESENT

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

STAFF PRESENT

Laura E. Evans, Esq., Chief Clerk; Marie E. Rebuck, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Gary Serhan, Deputy Controller; Fred Lighty, Esq., Human Services Director’s Office; Leila Brown, Solicitor’s Office; Chad Libby, Director of Adult Probation; Steve Suknaic, Director of Juvenile Probation; C. Jeff Patton, Juvenile Probation; Maureen Zerbe, Juvenile Probation; George Connor, Community & Economic Development; Kay Lengle, Human Resources; Faye Fisher, Director of Human Resources; Ruby Doub, Commissioners’ Office; Gerald Feaser, Director of Registration & Elections; Joel Rimby, Solicitor’s Office; Amy Harinath, Press Secretary; J. Scott Burford, Deputy Chief Clerk; Joe Schwalm, Commissioners’ Office; Dan Rothschild, Commissioners’ Office; Nicole Scott, Juvenile Probation; Nicole Mattern, Juvenile Probation; Linda Thompson-Gianoni, Juvenile Probation; Brian Walker, Juvenile Probation; Chris Malone, Juvenile Probation; Rebecca Arnold, Juvenile Probation; Bob Stout, EMA; Jeff Enders, EMA; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Jeff Frantz, WHTM 27 and James Roxbury
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. Pries and seconded by Mr. Haste that the Board approve the May 15, 2013 Workshop Meeting Minutes and the May 22, 2013 Legislative Meeting Minutes; motion carried.

It was moved by Ms. Rebuck and seconded by Mr. Pries that the Board approve the May 22, 2013 Salary Board Meeting Minutes; motion carried.

ELECTION BOARD MEETING
A complete set of Election Board Meeting Minutes are on file in the Commissioners’ Office.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS
Ms. Evans 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 Steve Suknaic on his retirement as the Chief Juvenile Probation Officer for Dauphin County

Mr. Haste stated that he never thought he would see the day that Mr. Suknaic left the County before him. When the Commissioner first came to the County, Steve was a
young man full of energy and when the Commissioner came back for the second time, Steve was just a little older young man, but he still had the energy. Steve is very active in the community, sports and YMCA. He is a local guy who knows the parents and grandparents of some of his juveniles. It was more than just a job for Steve. It is a bittersweet day and Commissioner Haste hopes Steve has a wonderful retirement.

Mr. Haste read the following Proclamation:

Office of County Commissioners  
Dauphin County, Pennsylvania  

Proclamation  

We, the Dauphin County Board of Commissioners, take great pride and pleasure in joining with the many friends, family members, colleagues and members of the community at large in congratulating Stephen J. Suknaic on his impressive 40 years of service to Dauphin County and his richly deserved retirement on June 7, 2013;  

Whereas, four decades ago, on May 21, 1973, Suknaic began his career with Dauphin County as a Juvenile Probation Officer;  

Whereas, since he became Director of Juvenile Probation in 1979, Suknaic, formally educated at West Chester and Shippensburg Universities, has implemented evidence-based programs, including Family Group Conferencing; established school-based probation in high schools; and expanded the use of community-based care;  

Whereas, during his tenure, he has guided the Juvenile Probation Department through a number of changes, always with innovation and efficiency in mind;  

Whereas, a caring and committed leader, Suknaic has shaped many, many young lives;  

Whereas, also a devoted husband and father of two children, Mandy and Bobby, part-time professor at Elizabethtown College, and Harrisburg Area YMCA board member, he has surely made a lasting impact in the community;  

Therefore, we join the 268,000 residents of Dauphin County in congratulating Stephen J. Suknaic 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 June 7, 2013 as “Stephen J. Suknaic Day” in Dauphin County.

Mr. Pries stated that it is a happy and sad day. Steve has seen a lot in the last 40 years and he has done a fantastic job. Steve is well respected by his peers and staff. He is straight-forward. Mr. Pries worked alongside with Steve when he was the Director of Security and he looked up to him then and now. Mr. Libby has big shoes to fill. Steve is the best of the best and will be missed by all.

Mr. Haste mentioned that the next Director of Adult Probation/Juvenile Probation just happens to be someone that Steve has mentored.

Mr. Suknaic thanked the Commissioners for honoring him with a Proclamation. He appreciates the support that the Commissioners have given him personally and with the department. This support has helped with the shaping and molding of the Juvenile Probation Office. Working in Dauphin County has been a wonderful experience, especially because of the people. He believes that Dauphin County has the best
Juvenile Probation Office in the Commonwealth. He is proud of the ethical behavior and safety record that the Office has. He recognized Jeff Patton, who has been with the Juvenile Probation Office for the past 36 years. He couldn’t have done what he did without the help from Jeff Patton. He asked the Commissioners what they were doing the day he was hired (May 21, 1973).

Mr. Haste stated that he was 14 years old. He had just moved to Pennsylvania. He remembers the year prior, which was when Tropical Storm Agnes hit. He was probably trying out for the local baseball team.

Mr. Pries indicated that he would have only been six years old and was probably playing t-ball at Cocoa Avenue Plaza and not having a care in the world.

(Applause was given and pictures taken.)

**SALARY BOARD**

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

**HUMAN RESOURCES**

Ms. Lengle indicated that she has two changes to the Personnel Packet. Item #1 should be for the creation of one position instead of two. Item #11 is being tabled.

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

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

**PURCHASE ORDERS**

Mr. Baratucci indicated that the budget adjustments were made. He also indicated that under Matters Requiring Board Action there is an item for the generator at Bulk Storage. This was a rebid from a few months ago. He asked if the Commissioners had any questions. (There was none.)

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

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

**REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR**

Mr. Yohe presented the following Report:
Report from the Office of Budget & Finance
June 5, 2013

- **May 24, 2013** transferred $840,296.54 to the **Payables** account from the County’s Concentration account for checks issued that week.

- **May 31, 2013** transferred $2,737,428.52 to the **Payables** account and $1,835,339.31 to the **Payroll** account from the County’s Concentration account for checks issued that week.

- **Wire Payments since last report:** $1,180,746.01

- **Debt Service Payments since last report:** $256,477.42

- **Term Investments**
  - 4/11/13 - **$10,004,186.05** 6-mo. CD - Susquehanna Bank – **0.300%** - matures 10/10/13
  - 4/18/13 - **$10,003,611.36** 6-mo. CD - Susquehanna Bank – **0.300%** - matures 10/17/13
  - 5/9/13 - **$10,001,887.36** 6-mo. CD - Susquehanna Bank – **0.300%** - matures 11/7/13

- **Balance today in PA INVEST account #2100017144860:** $1,379.51 rate **0.050%**

- **Balance today in Susquehanna Bank investment account #119002023:** $34,358,395.15 rate **0.200%**

- **Balance today in First National Bank investment account #97014743:** $7,543,169.06 rate **0.310%**

- **Balance today in Integrity Bank Money Market Checking account #2206001209:** $31,274,206.61 rate **0.260%**

- **Balance today in PNC Bank investment account #5004319839:** $1,237.54 rate **0.100%**

**No T.R.A.N. Line of Credit required for 2013.**

**2013/2014 FY BUDGET**

Mr. Yohe reported on the 2013/2014 Fiscal Year Budget and that he is placing the budget on the table for 20 days.

Mr. Haste asked if he is still working with Children & Youth.

Mr. Yohe indicated yes.
There are nine funds that operate on a July 1 to June 30 fiscal year. He provided each Commissioner with a print out. Page 1 lists the funds for 2012/2013 and the proposed 2013/2014. There is a $4 million reduction overall. The numbers listed are the same as those presented at the Budget Hearing. There are some changes with Children & Youth and those final numbers will be noted prior to adoption of the budget. The Haz Mat Fund has a huge reduction and that is the result of a vehicle that they are purchasing.

Page 2 shows the County’s requirement. No General Fund dollars will be provided to Aging. That source will come out of Gaming monies. The biggest increase is for Children & Youth in the amount of $409,856, which should be lowered prior to adoption. He is taking a look at the equipment and positions.

Page 3 shows the new positions that will be created in Children & Youth. One of those positions may be removed.

Page 4 lists the proposed sources of revenue of which the majority comes from Federal and State taxes.

Page 5 shows the breakdown of expenditures. A majority of the expenses are for client care provider services and salary and benefits.

Page 6 shows a 10-year history of the County funds. The 2013/2014 proposed is high compared to actuals. That will be down next year. This cycle does not affect the tax rate. It is for reporting purposes to the State.

Mr. Pries indicated that it has been eight straight years without a tax increase. This is a different set of numbers that we have to provide to the State. He congratulated Mike on a job well done.

Mr. Haste asked when the adoption date is.

Mr. Yohe stated that it is on June 26, 2013. The proposed budget will be on the County’s website, as well as at the Receptionist’s Desk in the Commissioners’ Office.

It was moved by Mr. Pries and seconded by Mr. Haste that the Board lay the 2013/2014 Proposed Fiscal Budget on the table, noting that the adoption date is June 26, 2013.

Question: Mr. Haste – Aye and Mr. Pries – Aye; motion carried.
REPORT FROM CHIEF CLERK/CHIEF OF STAFF – LAURA E. EVANS, ESQ.

Ms. Evans reported that Dauphin County will host the Annual Fitness Festival from 8:00 a.m. to 1:00 p.m. this Saturday, June 8th at Fort Hunter Park. The cost is $10 per person. The Festival will include soul line dancing, yoga and Zumba.

Ms. Evans also reported on a request for Gaming Funds from the Pennsylvania National Fire Museum for $12,750 to do some emergency repairs to the air conditioning compressor.

Mr. Haste noted that will be listed to Matters Requiring Board Action as Item S.

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

Mr. Curcillo indicated that Item F, the one for Octagon, is being pulled for further review. The remaining items have been reviewed and are ready for approval.

MATTERS REQUIRING BOARD ACTION

A. Training Packet.

B. Satisfaction Pieces for:
   1. Shannon Winfield on the property located at 131 S. 29th Street, Harrisburg, PA 17103 ($3,430.00)
   2. Cheryl D. Waters-Baskerville on the property located at 2712 Locust Lane, Harrisburg, PA 17109 ($3,500.00)

C. Subordination Agreements:
   1. Judith R. Scott on the property located at 546 Downingtown Court, Harrisburg, PA 17112
   2. Rogelio Vasquez on the property located at 2794 Croyden Road, Harrisburg, PA 17104


E. Repository Bid received from Sultana K. Siddiqui, Parcel #62-033-212 (Progress Avenue) - $500.00.

F. Performing Artists Contracts:
   Dauphin County Brew Fest:
   1. Suzanna Choffel, LLC – $1,000.00 – Vendor for the Year

   Dauphin County Jazz & Wine Fest:
   1. Octagon Jazz Band - $700.00 – September 7 & 8, 2013 (Pulled)

   Rollick on the River – 150th Civil War Events:
   1. No Last Call - $479.00 – June 29, 2013
G. Independent Contracts for the Dauphin County Music & Wine Fest (June 15 & 16, 2013) between Dauphin County (Parks & Recreation) and:

1. Admissions, Set-Up and Security – Wesley Alexander - $250.00
2. Admissions, Set-Up and Security – Tyna Marie Warren - $250.00
3. Admissions, Set-Up and Security – Stephanie Barnes - $250.00
4. Admissions, Set-Up and Security – Samantha Latham - $250.00
5. Admissions, Set-Up and Security – Breagan Moore - $250.00
6. Admissions, Set-Up and Security – Larondo Tucker - $250.00


I. Amendment – Hay Group Engagement Letter to complete the 2013 Other Post-Employment Benefits (OPEB) valuation.

J. Pitney Bowes Lease Agreement Extension for the DM300C Postage-Mail Machines at 16 Magisterial District Judge offices.

K. Amendment to the Dauphin Meadows Post Closure Trust for Trustee M & T Bank.

L. HRG Recommendation to Award the Bid for the Bulk Storage Building Generator Addition Project to MidState Mechanical & Electrical, LLC - $89,934.00.

M. Cooperation Agreement between Dauphin County and the Redevelopment Authority in connection with the Redevelopment Assistance Capital Program Funds for the Keystone Human Services Redevelopment Project.

N. Purchase of Service Agreements between Dauphin County (Children & Youth) and:

2. Harborcreek Youth Services, Inc.
3. Family Care for Children and Youth, Inc.
4. Diversified Treatment Alternatives, Inc.

O. Addendums to Purchase of Service Agreements between Dauphin County (Children & Youth) and:

1. Bethany Christian Services of Central Pennsylvania, Inc. – Addendum #1
2. George Junior Republic in Pennsylvania, Inc. – Addendum #1
3. Community Action Commission, Inc. – Addendum #1

P. Memorandum of Understanding between Dauphin County and the Administrative Office of Pennsylvania Courts.

Q. Request for Strike-off of 2012 County/Library tax penalties and cost for Carroll Brooks, Parcel #63-018-216 (7094 Oak Ridge Drive) - $158.91.

R. Hotel Tax Distribution – Harrisburg Downtown Improvement District - $2,000.

S. Gaming Funds Allocation – PA National Fire Museum - $12,750.

It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve Items A through S listed above under Matters Requiring Board Action, noting that Item F (Octagon) was pulled.
**Question:** Mr. Haste – Aye and Mr. Pries – Aye; motion carried.

**FORMER BUSINESS**

There was none.

**NEW BUSINESS**

There was none.

**COMMISSIONERS’ DISCUSSION & ACTIONS**

Mr. Pries mentioned that the Grantville Volunteer Fire Company will be dedicating their new fire station on Sunday, June 9th. He hopes that they have a lot of people in attendance to celebrate the opening of the new station.

**CORRESPONDENCE**

Mr. Haste stated that the following correspondence was received in the Commissioners’ Office and will be handled appropriately.

A. Notification from HB Engineering, Inc. advising that the Harrisburg Hunters’ and Anglers’ Association is applying to DEP for a NPDES Permit for the addition to existing stockpile at 6611 Hunters Run Road.

B. Notification from Mellott Engineering, Inc. advising that Paxtonia Associates, G.P. are applying to DEP for a NPDES Permit associated with the discharge of stormwater from construction activities at the Autumn Ridge residential community in Lower Paxton Township.

C. Receipt of a copy of a letter from PA DEP to S & M Coal Company advising that the Annual Bond Review for 2013 of Underground Mining Permit No. 22851304, Buck Mountain Slope Operation in Wiconisco Township has been determined to adequately represent current and planned site operating conditions and is acceptable to DEP.

D. Notification from Raudenbush Engineering, Inc. advising that Shirk Subdivision is applying to DEP for a Chapter 105 General Permit for two GP-4 Intake and Outfall Structures and one GP-5 Utility Crossing and four GP-7 Minor Road Crossing for construction activities at the Shirk Subdivision Project in East Hanover Township.

E. Notification from Waste Management advising that an air plan approval application has been submitted to DEP for the landfill located in Dauphin County. This application is for the installation of an additional landfill gas flare that would supplement the existing flare and control LFG captured by the landfill.

F. Notification from Gibson-Thomas Engineering Co., Inc. advising that Milton S. Hershey School is applying to DEP for a Dam Removal Authorization and a GP-5 Utility Line Stream Crossing Permit for the removal of a small dam over an unnamed tributary to Spring Creek and for construction of a water line in Derry Township.
G. Notification from Act One & Associates advising that they are applying to DEP for a NPDES Permit for the development of the last seven lots at the subdivision located at Norwalk Place & Richmond Court in Lower Paxton Township.

H. Notification from Bitner Family Funeral Homes advising that they have submitted a State-Only Operating Permit application to DEP for an air quality permit for the human crematory controlled by an afterburner.

I. Notification from Hanover Engineering Associates, Inc. advising that Robert B. Cramer is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a single family residence in Derry Township.

J. Notification from Hanover Engineering Associates, Inc. advising that Thomas Carricato & Sons Builders, Inc. is applying to DEP for an Addendum NPDES Permit for stormwater discharges associated with the construction of a 4 lot single family residential subdivision in Derry Township.

K. Notification from Herbert, Rowland & Grubic, Inc. advising that Meadow Lark Lane, LLC is renewing their NPDES Permit with DEP for the remainder of the undeveloped lots for Phases 9 and 13 of the Meadows of Hanover, a single-family residential development project located in South Hanover Township.

L. Notification from CET Engineering Services advising that the Lower Paxton Township Authority is applying to DEP for General Permits 3, 8 and 11 for five utility line stream crossings and associated stream bank rehabilitation, five utility line wetland crossings and one temporary road crossing associated with the replacement of approximately 12,600 linear feet of existing sanitary sewer and associated manholes and laterals.

M. Notification from Pinnacle Health advising that they are applying to DEP for the renewal of their permits for operation of the boilers and emergency generators at Harrisburg Hospital.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz