DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

NOVEMBER 20, 2013
10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Laura Cullison, Esq., Chief Clerk; Marie E. Rebuck, Controller; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Fred Lighty, Esq., Human Services Director’s Office; August Memmi, Director of Community & Economic Development; Gary Serhan, Deputy Controller; Bobby Sisock, Court Administration; Amy Harinath, Press Secretary; Dave Schreiber, Human Resources; Heather Reardon, Human Resources; Leila Brown, Solicitor’s Office; Steve Libhart, Director of EMA; Brad Winnick, Chief Public Defender; Holly Martz, Tax Claim; Steve Howe, Director of Tax Assessment/Tax Claim; Gerald Feaser, Jr., Director of Registration & Elections; J. Scott Burford, Deputy Chief Clerk; Julie Mackey, Commissioners’ Office; Ruby Doub, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Jeff Frantz, Jim Roxbury and Jay Wenger

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:04 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 October 30, 2013 Workshop Meeting Minutes and the November 6, 2013 Legislative Meeting Minutes; motion carried.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the November 6, 2013 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

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

ELECTION BOARD

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

PUBLIC PARTICIPATION

Mr. Roxbury raised questions regarding 1100 S. Cameron Street property. If this project is approved the property will be removed from the tax rolls. He asked if a PILOT was discussed with the City.

Mr. Haste indicated that it was not.

Mr. Hartwick indicated that he believes it was discussed at a school board meeting. We have not been contacted and would not be opposed to a discussion on a PILOT.

Mr. Roxbury asked where the new Sheetz property is being located per the correspondence listed on the Agenda.

Ms. Cullison indicated that she will provide him with the information.

Mr. Roxbury also questioned the Tel Hai Community. The General Authority is acting as a conduit for the financing. Mr. Wenger acknowledged at the meeting that Tai Hal is a client of his. He was wondering if Mr. Wenger gets paid by both parties.
Mr. Haste indicated that Mr. Roxbury would need to ask the General Authority.

Mr. Roxbury indicated that Mr. Wenger brought up this project. It is a project that is outside of Dauphin County. He was under the impression that the Authority was not entering into projects that were outside of Dauphin County.

Mr. Haste indicated that Mr. Wenger will be presenting later.

Mr. Serhan had questions regarding the sale of 1100 S. Cameron Street. He noted that the taxes on this property are $40,000 City, $107,000 School, $25,000 County and $2,000 Library. Those taxes will go away because the IDA is buying the property. That is $200,000 a year. The savings is $3.1 million. The taxes are $200,000 per year over the life which is $2 million. The actual savings are $1.1 million, which is almost nothing. We pay $600,000 in rent. Mr. Memmi was going to provide me with a copy of Mr. Wenger’s projections. Most of the rental is for County departments. The assessment on the property is $4.3 million and the appraisal that was received was almost double the assessment price. He asked why the IDA is paying so much for this property.

Mr. Hartwick indicated that is what the appraisal was.

Mr. Serhan asked who made the decision that it was a good deal.

Mr. Hartwick stated that the sale gave the County money to use for direct services. This deal made a significant amount of sense. Mr. Lighty did a lot of the analysis on the project.

Mr. Haste stated that it is really about serving the clients. The County is getting less money from the State and it needs to be more creative. This provides services to clients that would otherwise be turned away.

Mr. Serhan indicated that the State would be saving.

Mr. Lighty stated that the appraisal was $8.3 million. Mr. Wenger provided the savings that could be achieved by doing this project. Every dollar saved in rent can be put towards serving clients.

Mr. Wenger indicated that the $3 million is more conservative.

Mr. Hartwick stated that the Board can make that determination on whether it enters into a PILOT.

Mr. Serhan indicated that this property would go against the lease rental debt. You have the Harrisburg University, Capital View and others.

Mr. Haste asked if the County is close to the limit.
Mr. Serhan indicated that it is not. He wanted to know why the County would want to own all of these properties.

Mr. Hartwick stated that it is not to own property, it is a way that we can serve additional clients.

Mr. Lighty stated that the tenants, public and staff like the building. It is a popular building and CMU is not likely to go away.

DEPARTMENT DIRECTORS/GUESTS

A. Jay Wenger, Susquehanna Group Advisors

1. Dauphin County General Authority – Tel Hai Retirement Community Project

Mr. Wenger stated that this is a Health, Safety & Welfare Resolution in connection with the Dauphin County General Authority’s financing for Tel Hai Retirement Community. Tel Hai is a faith-based continuing care retirement community located in Honey Brook, Chester County. The proceeds of the bank loan will be used to finance the construction and furnishing of 105 independent living units and the related common areas. The General Authority proposes to act as a conduit issuer and to issue tax-exempt obligations in the maximum amount of $50,000,000. The financing will be a direct bank loan with BB&T Bank. Closing is expected to take place on December 18. Susquehanna Group Advisors are the financial advisors for Tel Hai and are paid by Tel Hai to represent them. Susquehanna Group Advisors does not charge the Dauphin County General Authority. This issue is similar to the Pinnacle Health transactions.

Mr. Haste stated that Dauphin County General Authority is the conduit.

Mr. Wenger indicated that they are. The County does not have any liability.

Mr. Hartwick stated that the General Authority is very close to diversifying itself from projects that are not within Dauphin County. The Hyatt is soon to close. He is opposed to doing this deal. He does not want to go after deals that are outside of the County. He is not comfortable with those types of deals.

Mr. Wenger indicated that it is an out of County project. The Hyatt is expected to close soon. It would require the Authority to stay in existence. This project does not prevent the Authority from getting out of the real estate business.

Mr. Pries indicated that he supports the project. He agrees that the Authority needs to divest itself from the outside real estate projects. In this particular case it is a solid deal and the risk is very minimal.
SALARY BOARD

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

HUMAN RESOURCES

Ms. Reardon asked if there were any questions. (There was none.) A new hire for the Public Defender’s Office was added to the Packet.

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

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

PURCHASE ORDERS

Mr. Baratucci reported that the Requisition for Register of Wills was added to the Packet and all budget adjustments were made. He asked if there were any questions. (There was none.)

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
November 20, 2013

- **November 8, 2013** transferred $354,713.15 to the Payables account from the County’s Concentration account for checks issued that week.

- **November 15, 2013** transferred $6,149,712.93 to the Payables account and $1,883,947.66 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $3,615,984.62

- Debt Service Payments since last report: $7,303,251.14

- Term Investments
• None

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

• Balance today in Susquehanna Bank investment account #119002023: $10,217,960.69 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


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

Ms. Cullison reported that Dauphin County will host its next Diversity Network Forum tomorrow at 8:00 a.m. at CMU. The discussion will focus on effective diversity training in the workplace.

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

Mr. Curcillo reported that all of the items on the Solicitor’s Report are ready for the Board’s consideration.

MATTERS REQUIRING BOARD ACTION

A. Training Packet.

B. Subordination Agreement for LaTesha D. Pressley on the property located at 118 N. 18th Street, Harrisburg, PA 17103.

C. Repository Bid received from Benjamin S. Smith – Parcel #62-002-086 (4740 Tuscarora Street) - $500.00.

D. Training Agreement between Dauphin County and the University of Cincinnati Research Institute – Ohio Risk Assessment System (ORAS).

E. Letter of Engagement from Zelenkofske Axelrod LLC for annual audits of the 16 Dauphin County Magisterial District Justices for the year ending December 31, 2013.

F. Purchase of Service Agreement between Dauphin County and Redrock Construction, Inc. – Dauphin County Bridge No. 3 Graffiti Removal.

H. Letter of Agreement between Dauphin County (South Central Task Force), on behalf of the Public Safety Answering Points (PSAPs) of Adams, Cumberland, Dauphin, Franklin, Lancaster, Perry and York Counties, and the Pennsylvania Emergency Management Agency.

I. Proposal from Gannett Fleming IT Services to provide enhancements to the Current Work Release Information Tracking System.

J. Lease Agreement (10312000054) between Dauphin County and Hewlett-Packard Financial Services for 53 PCs and 44 laptops to be distributed to various departments.

K. Purchase of Service Agreement between Dauphin County (Children & Youth) and CONTACT Helpline, Inc.


M. Memorandum of Understandings between Dauphin County (Children & Youth) and:
   1. Middletown Area School District
   2. Steelton/Highspire School District
   3. Susquehanna Township School District

N. Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and The American Literacy Corporation, Inc.

O. Amendment #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Life Esteem, Inc.

P. Memorandum of Understandings between Dauphin County (Drug & Alcohol) and:
   1. Williams Valley School District
   2. Upper Dauphin Area School District
   3. Susquehanna Township School District
   4. Steelton-Highspire School District
   5. Millersburg Area School District
   6. Middletown Area School District
   7. Lower Dauphin School District
   8. Halifax Area School District
   9. Derry Township School District
   10. Dauphin County Technical School
   11. Commonwealth Connections Academy
   12. Central Dauphin School District

Q. Purchase of Service Agreement between Dauphin County (MH/ID) and PA Lifesharing, LLC.

R. Purchase of Service Agreement between Dauphin County (Tax Assessment) and Forte Payment Systems, Inc.

S. Violent Crimes Task Force Grant Agreements between Dauphin County (District Attorney’s Office) and:
1. Derry Township
2. Halifax Township
3. Highspire Borough
4. Hummelstown Borough
5. Lower Paxton Township
6. Lykens Borough
7. Middletown Borough
8. Paxtang Borough
9. The Pennsylvania State University
10. Royalton Borough
11. Susquehanna Area Regional Airport Authority
12. Steelton Borough

T. Pennsylvania Commission on Crime and Delinquency Coroner’s Office Improvement Project Grant Application - $26,500.

U. Resolution #25 - 2013: A Health, Safety and Welfare Resolution in connection with the Dauphin County General Authority’s financing for Tel Hai Retirement Community.

V. Resolution #26 - 2013 approving the acquisition of the property located at 1100 South Cameron Street through the issuance by the Dauphin County Industrial Development Authority of its Guaranteed Lease Revenue Note, Series of 2013 (1100 South Cameron Street Project), for purposes of Section 147(f) of the Internal Revenue Code of 1986.

W. Ordinance #8 - 2013 authorizing the County to incur lease rental debt in the maximum principal amount of $8,360,000 to be evidenced by a certain Guaranty Agreement and a certain Lease Agreement, in connection with the Dauphin County Industrial Development Authority’s Guaranteed Lease Revenue Note, Series of 2013 (1100 South Cameron Street Project).

X. Appointments to the Capital Resource Conservation and Development Board of Directors: Lisa Lauver – Term expires November 2016 (Conservation District Representative) and Jim Szymborski (Alternate).

Y. Appointment of Janice Mazzitti to the South Central Workforce Investment Board. Term expires September 30, 2016.

Z. Local Share Municipal Grant Agreement between Dauphin County and the United Way of Pennsylvania, Inc. (Pennsylvania Fund for Workforce Solutions).

AA. Resolution #27-2013 authorizing Stephen B. Libhart to execute the grant application documents for the Hazard Mitigation Grant Program (HMGP).

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

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 U, listed above.
Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – No; motion carried.

FORMER BUSINESS

There was none.

NEW BUSINESS

There was none.

COMMISSIONERS’ DISCUSSION & ACTIONS

Mr. Haste stated that the House approved the Transportation Bill. He will try to get more details. It is the first of three or four steps that need to occur.

CORRESPONDENCE

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

A. Notification from STV Energy Services, Inc. advising that UGI Utilities is applying to DEP for an Erosion and Sediment Control General Permit (ESCGP-2) for the proposed UGI 12-inch natural gas pipeline Susquehanna River – Crossing Project.

B. Notification from Glace Associates, Inc. advising that the Berrysburg Municipal Authority is submitting a Part II Permit application to DEP for construction of a new SBR Wastewater Treatment Facility.

C. Notification from Penn Terra Engineering, Inc. advising that COAMS Properties is applying to DEP for a NPDES Permit with regard to the construction of a 10,000 square foot building with two units, parking for 58 vehicles and access drive.

D. Notification from Herbert, Rowland & Grubic, Inc. advising that Sheetz, Inc. is applying to DEP for a NPDES Permit for the removal of the gravel car lot and the construction of a new Sheetz store with six fuel islands, parking lot, access drive, gas pumps, stormwater conveyance system and associated infrastructure.

E. Notification from Pennsy Supply, Inc. advising that they are submitting an application to DEP for the renewal of a State Only Operating Permit No. 22-03030 in Lower Swatara Township.

F. Receipt of a letter from the PA Public Utility Commission advising of an application that was filed with the Commission requesting approval to replace an existing sanitary sewer and water main through a public crossing within the right of way of Middletown & Hummelstown Railroad Company. Objections to the application must be received before November 29, 2013.
G. Notification from Dauphin Engineering Co. advising that DJH Victoria Abbey Associates, LP is applying to DEP for a NPDES Permit for the Wyndhurst Manor Project in Lower Paxton Township.

H. Notification from Dauphin Engineering Co. advising that Benjamin Slotznick, et al is applying to DEP for a NPDES Permit for the Hillside Road Project in Lower Paxton Township.

I. Notification from Dauphin Engineering Co. advising that Molinari & Greenberg LLC is applying to DEP for a NPDES Permit for the Tuscan Villas at the Estates of Forest Hills Project in Lower Paxton Township.

J. Notification from Dauphin Engineering Co. advising that Vanguard Realty Group, Inc. is applying to DEP for a NPDES Permit for the Meadowview Village, Lot 1B Project in Lower Paxton Township.

K. Notification from Light-Heigel & Associates, Inc. advising that Dauphin Borough is applying to DEP for a GP-11 and others if required to repair a pipe at an outfall to an unnamed tributary to Stony Creek in Middle Paxton Township.

L. Notification from Dauphin Engineering Co. advising that Fishing Creek Valley Associates, L.P. is applying to DEP for a NPDES Permit for the Whitetail Run Project in West Hanover Township.

M. Notification from Bursich advising that the Pennsylvania Turnpike Commission is applying to DEP for a NPDES Permit for the roadway and bridge reconstruction project between milepost 250.75 and milepost 251.17 in Dauphin County.

N. Notification from the PA Public Utility Commission advising that a field investigation and conference will be held on November 21, 2013 at 1:30 p.m. to discuss the application of the Borough of Middletown for approval of the alteration of the crossing AAR DOT# 518063P by the replacement of the sanitary sewer main, water main and storm sewer where South Union Street (SR 441) crosses below grade the tracks of the National Railroad Passenger Corporation (Amtrak).

O. Notification from WBCM advising that the PA Department of General Services is applying to DEP for a NPDES Permit for the Demolition of the Old Dauphin County Materials Laboratory in the City of Harrisburg.

PUBLIC PARTICIPATION
There was none.

ADJOURNMENT

There being no further business, it was moved by Mr. Pries and seconded by Mr. Hartwick that the Board adjourn.

Transcribed by: Richie-Ann Martz