DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

NOVEMBER 13, 2013
10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Laura E. Evans, Esq., Chief Clerk; Fred Lighty, Esq., Human Services Director’s Office; Robert Burns, Director of Area Agency on Aging; Bobby Sisock, Court Administration; Chad Libby, Director of Probation Services; Steve Libhart, Director of EMA; Dave Schreiber, Human Resources; Merle Foust, Human Resources; Heather Reardon, Human Resources; August Memmi, Director of Community & Economic Development; J. Scott Burford, Deputy Chief Clerk; Dominick DeRose, Warden; Amy Harinath, Press Secretary; Randy Baratucci, Director of Purchasing; Leila Brown, Solicitor’s Office; Ruby Doub, Commissioners’ Office; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Jeff Frantz, Jim Roxbury, Mark Stewart, Mitch Dexter, Porcha Johnson, Fox 43 and Mitch Dexter

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:21 a.m.
MOMENT OF SILENCE

Everyone observed a moment of silence.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

There are several sets of meeting minutes that will be considered at next week’s Legislative Meeting.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Ms. Evans reported that there was an Executive Session held this morning regarding litigation.

PUBLIC PARTICIPATION

Mr. Roxbury raised concerns with the Agenda for the Gaming Advisory Board Meetings. He indicated that they did not provide information on how much was being requested and how it was going to be used. He felt that this information should be provided as part of the Sunshine Act.

Mr. Stewart stated that he will take the concern back to the Board.

DEPARTMENT DIRECTORS/GUESTS

A. Mark Stewart, Esq.

1. 1100 South Cameron Street Project

Mr. Stewart reported on a project that is being undertaken by the Dauphin County Industrial Development Authority (IDA). It is the acquisition of the office building at 1100 South Cameron Street. Most of the current tenants are County offices. There are certain items that will be considered at next week’s meeting. A Resolution approving the issuance of tax exempt obligations by the Dauphin County IDA. A public hearing was held by the IDA on October 25, 2013 at 1:30 p.m. No public comment was received. In addition the Board will consider an Ordinance authorizing the incurrence of lease rental debt in the maximum amount of $8,360,000. As part of the Ordinance, it will approve the execution of a Lease Agreement and a Guaranty of the Note to be issued by the IDA. The County currently has a 10-year lease, which was recently renewed. Over the term of the Lease, the savings is estimated to be $3.1 million. The majority of the tenants are government offices or 501(c)(3) organizations.
Mr. Haste indicated that this will be great for the clients.

Mr. Hartwick stated that these savings can now be applied to direct services. The County will be able to provide more services. It is a win for taxpayers and consumers.

The documents will be ready for consideration at next week’s Legislative Meeting.

B. Mitch Dexter, MBA, CEM, PHM, Business Development Manager – Constellation

1. Proposal for additional Energy Conservation Measures at the Dauphin County Prison, as a part of the Guaranteed Energy Savings Agreement

Mr. Dexter indicated that he is here today to discuss a proposal for additional Energy Conservation Measures at the Dauphin County Prison, as part of the Guaranteed Energy Savings Agreement.

Constellation has implemented two phases of Energy Performance Contracts with Dauphin County utilizing Pennsylvania Act 39 legislation. Act 39 allows entities to leverage future utility savings to finance necessary infrastructure improvements. The total first year savings of the performance period was $664,197.

Constellation developed and is presenting an infrastructure upgrade at the Prison that will include: removal of old water heaters, pumps and flue piping, installation of new high efficiency domestic hot water heaters with dual pumps, installation of a solar hot water system delivering 575 gallons per day.

The project will generate an additional $3,201/year in energy savings. The project will be installed by a local contractor, stimulating local economy.

The total turn-key project cost is $349,000. With all the project savings already realized plus the solar savings and less allocated excess savings, the simple payback calculation is 4.66 years.

Mr. Haste stated that Dauphin County is working hard to make their facilities efficient and thanked Mr. Dexter for working on this project.

Mr. Pries thanked Mr. Dexter as well for bringing this project forward.

Mr. Hartwick asked if there were other projects that could be targeted.

Mr. Burford indicated that there is nothing at this point, but we will be evaluating other possible projects.
**HUMAN RESOURCES**

Ms. Reardon asked if there were any questions on the Salary or Personnel Packets. There was none. The Packets will be considered at next week’s Legislative Meeting.

**PURCHASE ORDERS**

Mr. Baratucci reported that he has added a Requisition for the Register of Wills. The Office is converting to some new software, but they need another month until the new software is ready. There are a couple budget adjustments that need to be made prior to next week. The Purchase Order Packet will be considered at next week’s Legislative Meeting.

**TRAINING PACKET**

Ms. Evans requested a vote on Items #1, #6 and #7.

> It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items #1, #6 and #7 of the Training Packet.

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

**ITEMS FOR DISCUSSION**

Mr. Hartwick reported that yesterday the first property acquisition being proposed for the Land Bank is being donated by Wells Fargo. It is 209 Lincoln Street in Steelton and it has to go to settlement. Dauphin County is first to have a Land Bank. Six memorandums of understanding were completed with six municipalities and these were done with those who wanted to be involved. The project is moving forward. Discussions were held with the Pennsylvania Board of Probation and Parole with regard to training opportunities.

Council of Governments has issues with Tax Claim and we are having active dialogue with the Treasurer and Tax Claim for repository bids on properties.

Mr. Haste asked to keep Project Trade in mind.

**SOLICITOR’S REPORT – FRED LIGHTY, ESQ.**

Mr. Lighty reported that the items on the Solicitor’s Report will be ready for consideration at next week’s meeting.
CHIEF CLERK’S REPORT – LAURA E. EVANS, ESQ.

Ms. Evans reported that the PA Black Fly Suppression Program has completed the 2013 season of controlling adult black flies. They had a shortened treatment season, which resulted in reduced cost to the County.

COMMISSIONERS’ COMMENTS

There was none.

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