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; Mike Yohe, Director of Budget & Finance; Leila Brown, Solicitor's Office; Fred Lighty, Esq., Human Services Director’s Office; Amy Harinath, Press Secretary; Gary Serhan, Deputy Controller; Steve Libhart, Director of EMA; Melissa Bradley, Human Resources; Kay Lengle, Human Resources; Stacey Gilckman, Controller’s Office; Bobby Sisock, Court Administration; Gerald Feaser, Jr., Director of Registration & Elections; Dave Schreiber, Human Resources; Bruce Foreman, Esq., Solicitor’s Office; J. Scott Burford, Deputy Chief Clerk; Julie Mackey, Commissioners’ Office; Ruby Doub, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT


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

It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve the October 2, 2013 Workshop Meeting Minutes and the October 9, 2013 Legislative Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Ms. Evans reported that there was an Executive Session held today to discuss personnel and real estate matters.

PUBLIC PARTICIPATION

Lori Barzyk advised the Commissioners on issues that she has been facing with the criminal justice system. She filed charges against her ex-husband. He would call from jail and harass her. He will not let her alone. She explained the situation that has been occurring and needs assistance in getting the issues resolved.

Mr. Pries asked if she has spoken to Jennifer Storm of Victim Witness. He also indicated that the Commissioners do not have the level of information needed and will have to do some checking with the local police departments and the District Attorney.

Mr. Haste asked if she had an attorney.

Ms. Barzyk indicated that Victim Witness helped with the PFA and it was through Attorney Weiser.

Mr. Haste asked if the Commissioners could have a copy of the information that she had on the case.

Ms. Barzyk indicated that she would give her the copy that she had. She indicated that no one would want to go through what she has been going through the last couple of years. Every door has been slammed in her face.
The Commissioners asked Ms. Evans to make a copy of the information that Ms. Barzyk has and to meet with her in one of the conference rooms. (Ms. Barzyk met with Ms. Evans to go over the information on her case.)

DEPARTMENT DIRECTORS/GUESTS

A. Dauphin County Commissioners

1. Awards to Local EMS staff members that were deployed to New Jersey during Hurricane Sandy

Mr. Pries stated that it is with a great deal of gratitude that we honor the local EMS members that were deployed to New Jersey during Hurricane Sandy. The commitment and professionalism that you provide to the residents of this county and region are exceptional. When New Jersey made a request for additional assistance these brave individuals gave up their time and they would do it again and again. When the bell rings they go. While everyone is eating or sleeping these folks are ready to respond at a moment’s notice. They are the best in the State.

Mr. DeLancy stated that they deeply appreciate the recognition and that they don’t do this for the recognition. They are just helping citizens. They helped New Jersey with the devastation that was caused by Hurricane Sandy. He was pleased to work with an outstanding and professional top of the line class of people. They had smiles on their faces and they never complained. To the people of New Jersey, we were heartbroken to see what they were going through. The staff was assigned to a number of locations. They assisted at a community where some of their ambulances were functional, but some of those people didn’t have a home to go to. The staff gave them a chance to go and see how their families were doing.

Mr. Haste stated that it is an honor for us to do something for you today. The County has a great working relationship with the EMS community. He thanked the EMS staff for all they do for the county and its citizens.

The Commissioners presented Certificates of Appreciation to the following EMS staff:

James Bottiglieri
Ashley Giarrantana (not present)
Bradley DeLancey
Nicole Itter
Adam Imhoff
Steve Schlegal
Greg Bowser (not present)
Rex Carmichael
Oren Kauffman
James Maley
Josh Nelson
Matthew Warner
Creedin Coe

(Applause was given and Pictures were taken.)

**SALARY BOARD**

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

**HUMAN RESOURCES**

Ms. Lengle asked if there were any questions on the Personnel Packet. (There was none.)

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

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

**PURCHASE ORDERS**

All budget items were adjusted.

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 reported on the following:

**Report from the Office of Budget & Finance**

**October 23, 2013**

- **October 11, 2013** transferred $1,628,008.81 to the Payables account from the County’s Concentration account for checks issued that week.

- **October 18, 2013** transferred $5,661,105.03 to the Payables account and $1,807,117.14 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $8,718,427.80

- Debt Service Payments since last report: $594,051.13
Term Investments

- 5/9/13 - $10,011,906.87 6-mo. CD - Susquehanna Bank – 0.300% - matures 11/7/13

Balance today in PA INVEST account #2100017144860: $1,379.81 rate 0.050%

Balance today in Susquehanna Bank investment account #119002023: $16,901,730.64 rate 0.150%

Balance today in First National Bank investment account #97014743: $7,552,659.63 rate 0.300%

Balance today in Integrity Bank Money Market Checking account #2206001209: $27,708,234.84 rate 0.260%

Balance today in Sovereign/Santander Bank investment account #9551017714: $5,000,958.93 rate 0.200%

Balance today in PNC Bank investment account #5004319839: $0.00


REPORT FROM DEPUTY CHIEF CLERK/CHIEF OF STAFF – J. SCOTT BURFORD

Mr. Burford reported that Dauphin County will “go pink” this Friday to raise awareness about breast cancer. Employees are encouraged to wear pink to show their support.

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

Mr. Curcillo reported that all items on the Solicitor's Report are ready for your action. They are listed on the Agenda. There are two Ordinances that are ready. Both Ordinances have been prepared and advertised by special counsel.

MATTERS REQUIRING BOARD ACTION

A. Training Packet.

B. Satisfaction Pieces for:
   1. Arlen J. Goodyear on the property located at 519 Mountain View Road, Middletown, PA 17057 ($5,000.00)
   2. Jason R. Naugle on the property located at 635 Few Avenue, Middletown, PA 17057 ($3,000.00)

C. Subordination Agreement for Rodney L. Horton on the property located at 441 S. Wood Street, Middletown, PA 17057.

E. Repository Bid received from Christopher M. McGraw – Parcel #09-041-011 (112 Sylvan Terrace) - $500.00.

F. Budget Amendments for the quarter ending September 30, 2013.

G. HRG-Quote for Graffiti Removal on Dauphin County Bridge No. 3 (T-461 Shady Lane over Bow Creek, East Hanover Twp.) – Redrock Construction, Inc. - $4,628.00.

H. Purchase of Service Agreement between Dauphin County and Cummins Power Systems, Inc. – Emergency Power Generator Maintenance for the Probation Office Building.


J. Purchase of Service Agreement between Dauphin County and R.A.T.T., Inc. d/b/a Orkin for pest control services at the Dauphin County Judicial Center.

K. Purchase of Service Agreement between Dauphin County and Otis Elevator Company for maintenance of elevators at the Dauphin County Judicial Center.

L. Motorola/NICE Recorder Upgrade – replacing current audio archive configuration with a network based storage at zero cost.

M. Purchase of Service Agreement between Dauphin County for the South Central Task Force and Esri, Inc. for software maintenance and support.


O. Purchase of Service Agreement between Dauphin County and Comcast, Inc. for Comcast Business Class services for the Dauphin County Judicial Center.

P. Purchase of Service Agreement between Dauphin County and Comcast, Inc. for Comcast Business Class services for the Fort Hunter Mansion.

Q. Software License Agreement between Dauphin County and Scotia Consulting for Pre-Trial Case Management System.

R. Purchase of Service Agreement between Dauphin County (Area Agency on Aging) and The Medical Bureau of Harrisburg, Inc.

S. Purchase of Service Agreement between Dauphin County (Children & Youth) and Devereux Foundation, Inc.


U. Subsidized Legal Custodianship Agreements #2013-06 and #2013-07.

V. Child Welfare Education for Leadership (CWEL) Program Agreement between Dauphin County (Children & Youth) and University of Pittsburgh and Jade L. Folk.

W. Memorandum of Understanding between Dauphin County (Children & Youth) and Keystone Service Systems, Inc. t/d/b/a Capital Area Head Start.
X. Purchase of Service Agreements between Dauphin County (Drugs & Alcohol) and:
   1. Barry L. Nazar
   2. Community Action Commission, Inc.

Y. Amendments to Purchase of Service Agreements between Dauphin County (MH/ID) and:
   1. Keon Enterprises LLC – Amendment #2
   2. Paxton Street Home Benevolent Society, Inc. t/d/b/a Paxton Ministries – Amendment #1
   3. Pennsylvania Counseling Services, Inc. – Amendment #1
   4. Pennsylvania Psychiatric Institute, Inc. – Amendment #1
   5. United Cerebral Palsy of Central Pennsylvania, Inc. – Amendment #1
   6. Wyoming Valley Professional Ambulance Service, Inc. – Amendment #1
   7. Youth Advocate Programs, Inc. – Amendment #1

Z. Amendments to Homeless Assistance Program (HAP) Fund Agreement between Dauphin County (MH/ID) and:
   1. Brethren Housing Association, Inc. – Amendment #1
   2. Catholic Charities of the Diocese of Harrisburg, Pennsylvania, Inc. – Amendment #1
   3. Gaudenzia, Inc. – Amendment #1
   4. Shalom House, Inc. – Amendment #1
   5. YWCA of Greater Harrisburg, Inc. – Amendment #1

AA. Amendment #3 to the HealthChoices Behavioral Health Agreement between Dauphin County (MH/ID) and the Commonwealth of Pennsylvania.

BB. Electronics Recycling Collection Agreement between Dauphin County and Vintage Tech, LLC.

CC. Agreement between Dauphin County and Conrad Siegel Actuaries to perform Worker’s Compensation Self-Insurance Loss Reserve Valuation as of December 31, 2013.

DD. Ordinance #5-2013 rescinding Ordinance #5-2005, authorizing and approving the County’s Municipal Solid Waste Management Plan as required by Act 101.

EE. Approval of the In-Plan Roth Conversion Checklist allowing Dauphin County – PA Deferred Compensation Plan participants to elect to transfer to Roth accounts within the plan, effective January 1, 2014.

FF. Ordinance #6-2013 approving the Project of the Lancaster County Solid Waste Management Authority (LCSWMA) consisting of the acquisition by LCSWMA of a Resource Recovery Facility and agreeing to provide a Guaranty up to $24,000,000 of LCSWMA’s subordinate Bonds.

GG. HRG – Quote for Graffiti Removal – Dauphin County Bridge #42 – T-624 (Henninger Road) over Wiconisco Creek, Washington Township – Lobar Site Development Corporation - $3,897.00.

HH. 2013 Municipal Separate Storm Sewer System (MS4) annual permit requirement activities for County-owned facilities that are regulated by the Program: Newspaper Ad, Post of MS4 Regulations and email to County employees.
It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve Matters Requiring Board Action, Items A through HH, listed above.

**Question:** Mr. Haste – Aye and Mr. Pries – 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 in the Commissioners’ Office and will be handled by the staff appropriately.

A. Notification from Herbert, Rowland & Grubic, Inc. advising that West Hanover Township is applying to DEP for a BWM-GP-11 General Permit for culvert replacement projects located at Rabbit Lane and Manor Drive.

B. Receipt of a copy of the final environmental covenant for the Exxon Ingleneok Terminal, Facility ID No. 22-60650, 1531 S. River Road, Dauphin County. The covenant was recorded by the Dauphin County Recorder of Deeds on September 19, 2013.

C. Notification from Century Engineering advising that Hershey Entertainment & Resorts Company is applying to DEP for a Water Obstruction and Encroachment Permit for the Hersheypark Hollow Kiddie Rides in Derry Township.

D. Notification from Pennoni Associates, Inc. advising that Milton Hershey School is applying to DEP for General Permit #11 and General Permit #5 with regard to the Milton Hershey School Brook Drive Bridge Scour Repair Project in Derry Township.

E. Receipt of a letter from the PA Public Utility Commission advising that since the PA Department of Transportation submitted the same application under Commission Docket No. A-2012-2330901 that the Commission will withdraw Docket No. A-2012-2331916 and the case is considered closed.

F. Notification from Rettew advising that Margi Ehmann is applying to DEP for a General NPDES Permit for the construction of a 6,400 square foot barn and 3,000 square foot future impervious area with associated drive and improvements in West Hanover Township.
PUBLIC PARTICIPATION

Jim Roxbury indicated that it was previously reported that the Commissioners would be considering some bond issues and he was wondering why it was postponed.

Mr. Haste indicated that the Board has a number of Ordinances that it will be considering with regard to the Receiver’s Plan. As soon as due diligence is done, the ordinance will be readvertised.

The Retirement Board will convene at 10:50 a.m.

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