I. CALL TO ORDER

II. MOMENT OF SILENCE

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

January 8, 2014 Workshop Meeting
January 15, 2014 Legislative Meeting
January 8, 2014 Salary Board Meeting
January 15, 2014 Salary Board Meeting

V. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

VI. PUBLIC PARTICIPATION

VII. DIRECTORS/GUESTS

A. Dauphin County Commissioners
   1. Proclamation – Lower Dauphin Field Hockey State Champions

B. John Palkovitz of Diakon Lutheran Social Ministries
   1. Diakon Lutheran Social Ministries Projects in Dauphin County as financed by the
      Cumberland County Municipal Authority (Listed as Item P under Matters
      Requiring Board Action)

C. Andrew Kenworthy and Steve Letavic
   1. Londonderry Township Project

D. Laura Cullison and Jay Wenger
   1. PA Economic Development Financing Authority’s Parking System Budget
      (Listed as Item BB under Matters Requiring Board Action)

VIII. SALARY BOARD

A. County Solicitor
   1. Create a Part-Time Chief Solicitor position, Range 00019, annual Salary
      $78,624, effective February 3, 2014.
   2. Abolish a Full-Time Chief Solicitor position, Range 00018, Step 12, Grade 02,
      Salary $37.80 p/h, effective February 3, 2014.
3. Create two (2) Part-Time Assistant Solicitor positions, Range 00019, annual Salaries $75,462.40/$75,795.20, effective February 3, 2014.
4. Abolish two (2) Full-Time Assistant Solicitor positions, Range 00018, Step 10, Grade 02/03, Salary $36.28/$36.44 p/h, effective February 3, 2014.
5. Create a Part-Time Assistant Solicitor position, Range 00019, annual Salary $78,020.80, effective February 3, 2014.
6. Abolish a Full-Time Attorney 1 position, Range 00018, Step 12, Grade 01, Salary $37.51 p/h, effective February 3, 2014.

B. Clerk of Courts
1. Create a Part-Time Solicitor Row Offices position, Range 00016, annual Salary $5,616.00, effective February 3, 2014.
2. Abolish a Full-Time Solicitor Row Offices position, Range 00015, Step 12, Grade 01, Salary $2.70 p/h, effective February 3, 2014.

C. Controller
1. Create a Part-Time Solicitor Row Offices position, Range 00016, annual Salary $5,616.00, effective February 3, 2014.
2. Abolish a Full-Time Solicitor Row Offices position, Range 00015, Step 12, Grade 01, Salary $2.70 p/h, effective February 3, 2014.

D. Coroner
1. Create a Part-Time Solicitor Row Offices position, Range 00016, annual Salary $5,616.00, effective February 3, 2014.
2. Abolish a Full-Time Solicitor Row Offices position, Range 00015, Step 12, Grade 01, Salary $2.70 p/h, effective February 3, 2014.

E. Prothonotary
1. Create a Part-Time Solicitor Row Offices position, Range 00016, annual Salary $5,616.00, effective February 3, 2014.
2. Abolish a Full-Time Solicitor Row Offices position, Range 00015, Step 12, Grade 01, Salary $2.70 p/h, effective February 3, 2014.

F. Recorder of Deeds
1. Create a Part-Time Solicitor Row Offices position, Range 00016, annual Salary $5,616.00, effective February 3, 2014.
2. Abolish a Full-Time Solicitor Row Offices position, Range 00015, Step 12, Grade 01, Salary $2.70 p/h, effective February 3, 2014.

G. Register of Wills
1. Create a Part-Time Solicitor Row Offices position, Range 00016, annual Salary $5,616.00, effective February 3, 2014.
2. Abolish a Full-Time Solicitor Row Offices position, Range 00015, Step 12, Grade 01, Salary $2.70 p/h, effective February 3, 2014.

H. Sheriff
1. Create a Part-Time Solicitor Row Offices position, Range 00016, annual Salary $5,616.00, effective February 3, 2014.
2. Abolish a Full-Time Solicitor Row Offices position, Range 00015, Step 12, Grade 01, Salary $2.70 p/h, effective February 3, 2014.

I. Treasurer

1. Create a Part-Time Solicitor Row Offices position, Range 00016, annual Salary $5,616.00, effective February 3, 2014.
2. Abolish a Full-Time Solicitor Row Offices position, Range 00015, Step 12, Grade 01, Salary $2.70 p/h, effective February 3, 2014.

J. Tax Assessment

1. Create a Part-Time Solicitor Board of Assessment Appeals position, Range 00013, annual Salary $69,576.00, effective February 3, 2014.
2. Abolish a Full-Time Solicitor Board of Assessment Appeals position, Range 00012, Step 10, Grade 01, Salary $33.45 p/h, effective February 3, 2014.

K. MDJ Jennings

1. Create a Full-Time Senior Legal Clerk position, Range 01483, Step 01, Grade 01, Salary $12.67 p/h, January 6, 2014.
2. Abolish a Full-Time Legal Clerk position, Range 01481, Step 01, Grade 01, Salary $10.43 p/h, effective January 6, 2014.

IX. HUMAN RESOURCES

A. Personnel Packet

X. RANDY BARATUCCI, PURCHASING DIRECTOR

A. Purchase Orders

XI. REPORT FROM BUDGET & FINANCE DIRECTOR – MIKE YOHE

A. Investment Report

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

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

XIV. MATTERS REQUIRING BOARD ACTION

A. Training Packet.

B. Repository Bid received from Joye Evans-Mann – Parcel #02-012-051 (225 Hummel St.) - $500.00.

C. Repository Bid received from Danielle E. Alvarez – Parcel #09-047-052 (1232 Mulberry St.) - $500.00.

D. Agent and Depository Agreement between Dauphin County, Dauphin County Treasurer and Keith Kepler, Tax Collector, Susquehanna Township. County and Treasurer agree
to act as depository for purposes of receiving and collecting all real estate taxes beginning January 6, 2014 through the first Monday in January 2018.

E. Agent and Depository Agreement between Dauphin County, Dauphin County Treasurer and Julie Wilt, Tax Collector, Lower Swatara Township. County and Treasurer agree to act as depository for purposes of receiving and collecting all real estate taxes beginning January 6, 2014 through the first Monday in January 2018.

F. Bailment and Tax Collection Services Agreement between Dauphin County and Dennis Kasper, Tax Collector (Williamstown Borough).

G. Bailment and Tax Collection Services Agreement between Dauphin County and James Markel, Tax Collector (Halifax Township).

H. Bailment and Tax Collection Services Agreement between Dauphin County and Winifred Reed, Tax Collector (Washington Township).

   1. Millicent Sparks - $625.00
   2. Lynn Catherine Daniels - $625.00
   3. Olivia Wayne - $350.00
   4. Charmira Nelson - $350.00
   5. June Ledford - $350.00
   6. Jeffrey D. Cousar - $350.00
   7. Richard Bradford - $350.00

J. Renewal of Maintenance Agreement between Dauphin County and Case Systems, Inc. for two emergency call boxes at Wildwood Park.

K. Submission of the 2013 Dauphin County Report of Act 44 Tax Fund to the PA Department of Transportation.

L. Purchase of Service Agreement between Dauphin County (EMA) and Stephenson Generator Service, Inc. to maintain emergency standby generating sets and associated equipment (Onan 500DFGA, Onan 35DSFAA and Onan-land bank 500DFGA) for the period January 1, 2014 through December 31, 2014.

M. Purchase of Service Agreement between Dauphin County (EMA) and Stephenson Generator Service, Inc. for servicing 13 cell tower sites emergency generators for the period January 1, 2014 through December 31, 2014.

N. Purchase of Service Agreement between Dauphin County (EMA) and Stephenson Generator Service, Inc. for servicing three (3) Hazmat generators (Stadco-30A4000; Generac-6500Xi-gas and Uljanki-12.5AFB014) for the period January 1, 2014 through December 31, 2014.

O. Local Share Municipal Share Grant Agreement #2013-99 between Dauphin County and Highspire Borough to purchase Amkus rescue equipment and a portable generator to be used by Citizens Fire Company No. 1.

P. Resolution #3-2014 approving certain projects in Dauphin County for Diakon Lutheran Social Ministries as financed by the Cumberland County Municipal Authority.
Q. Resolution #4-2014 approving conveyance by the Housing Authority of the County of Dauphin of certain properties to the Affordable Housing Associates of Dauphin County, Inc.

R. Natural Gas Transaction Confirmations (TC) Sheets with South Jersey Energy Company – November 1, 2013 through October 31, 2014: TC #13 for NT accounts and #14 for Dauphin County Prison.

S. Center Point Energy Services, Inc. (CPEC)/Pace Global Energy Services Authorization to execute and consummate natural gas supply requirements with CPEC for the period November 1, 2013 through October 31, 2015.

T. HRG Engineering Services for Building Modifications at 3005 Hoffman Street.

U. Purchase of Service Agreement between Dauphin County (Facilities Maintenance) and ATIS Elevator Inspections, LLC for elevator inspection services at the Courthouse, Prison, Veterans Memorial Building, Administration Building, AAA Kitchen, Wildwood, EMA and 1100 Cameron Street.

V. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. The United Churches of the Elizabethtown Area, Inc.
   2. Discovery Kids Childcare Center, Inc.
   3. Loving Care Agency, Inc.

W. Confidentiality Agreement between Dauphin County (Children & Youth) and Iron Mountain Information Management, Inc.

X. Purchase of Service Agreements between Dauphin County (MH/ID) and:
   1. Pennsylvania Behavioral Health & Aging Coalition, Inc.
   2. Quality Employment Services and Training, Inc.
   3. Thomas E. Fink, Ph.D.

Y. Purchase of Service Agreement between Dauphin County and QTS Performance Solutions for two (2) full-day supervisory skills training for Human Services leaders.

Z. Appointment of Barbara Zemlock to the Dauphin County General Authority. Ms. Zemlock’s appointment will expire the first Monday in January 2019.

AA. Appointment of Diane Beth Reed, Todd L. Singer and Michelle Hutchison to the Human Services Block Grant Advisory Committee. Terms will expire April 10, 2015.

BB. PA Economic Development Financing Authority’s Parking System Budget.

CC. Approval of Resolution #5-2014 pledging County support to The Great American Outdoor Show.

XV. FORMER BUSINESS

XVI. NEW BUSINESS

XVII. COMMISSIONERS’ DISCUSSION & ACTIONS

XVIII. CORRESPONDENCE
A. Notification from Ketner Law Office, LLC advising that Hoover Boyer Funeral Homes is applying to DEP for a new Plan Approval to continue operating its crematory for human remains located at 118 S. Market Street, Millersburg.

B. Notification from Ketner Law Office, LLC advising that Hoover Boyer Funeral Homes is applying to DEP for a new Plan Approval to continue operating its crematory for pet remains located at 103 W. Main Street, Elizabethville.

C. Notification from RJ Fisher & Associates, Inc. advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with construction of the Phase I Huntleigh Subdivision project (26 single-family building lots and associated public streets and public utilities) in Lower Paxton Township.

D. Notification from Third Mountain Surveying advising that they are applying to DEP for a NPDES Permit for the development of an existing 14.32 +/- acre tract with one (1) single family detached residential dwelling in West Hanover Township.

E. Notification from Rettew advising that Kathleen Hagy is applying to DEP for a NPDES Permit for the construction of single dwelling units, access drives, underground utilities and stormwater improvements on 4 lots of a 5 lot subdivision in Middle Paxton Township.

F. Notification from KCI Technologies advising that the PA Department of Transportation is applying to DEP for a permit for the replacement of the bridge carrying SR 230 over Swatara Creek in Middletown Borough and Londonderry Township.

XIX. PUBLIC PARTICIPATION

XX. ADJOURNMENT

****THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY, FEBRUARY 5, 2014 AT 10:00 A.M. – A COMMISSIONERS’ WORKSHOP MEETING.****

“THE BOARD RESERVES THE RIGHT, PURSUANT TO ACT 84 OF 1986 AS AMENDED, TO HOLD EXECUTIVE SESSIONS BETWEEN THE TIMES OF THE BOARD’S OPEN MEETINGS FOR ANY PURPOSE AUTHORIZED BY STATUTE.”