DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP/LEGISLATIVE MEETING

MARCH 12, 2014
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; Amy Harinath, Press Secretary; Gerald Feaser, Jr., Director of Registration & Elections; Kay Lengle, Human Resources; Edgar Cohen, Director of Facilities Maintenance; Leila Brown, Solicitor’s Office; Fred Lighty, Esq., Solicitor’s Office; August Memmi, Director of Community & Economic Development; Brad Winnick, Chief Public Defender; Dave Schreiber, Human Resources; Steve Libhart, Director of EMA; Julie Mackey, Commissioners' Office; Melody Osborn, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Mike Musser, Mark Stewart, Esq., Hussam Ali and co-owner, James Roxbury and Chris Bauer

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:00 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 February 19, 2014 Workshop Meeting Minutes and the February 26, 2014 Legislative Meeting Minutes; motion carried.

It was moved by Ms. Rebuck and seconded by Mr. Pries that the Board approve the February 26, 2014 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS
Ms. Cullison reported that there were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION
Mr. Ali was present at today’s meeting to discuss the location of his vending truck. He indicated that he got a permit from the City and that he would like to locate the vending truck at the corner of Second and Market Streets.

The Board indicated that the location is not suitable for a truck. It obstructs the view and for safety reasons they do not grant permission for the vending truck to be located at this particular site. The Board stated that they would have Mr. Burford get in touch with them to discuss an alternative location that would not cause safety concerns.

DEPARTMENT DIRECTORS/GUESTS
A. Mark Stewart, Esq., Chris Bauer and August Memmi

1. Dauphin County Infrastructure Bank Recommendations

Mr. Stewart reported that the Dauphin County Infrastructure Bank (DCIB) is a County-administered loan program and supports surface transportation infrastructure projects within Dauphin County. The Bank awards low-interest loans to eligible applicants. This is the first of its kind in the Commonwealth.

Over the years, it has become apparent that municipal-sponsored projects are in need of financing options with more flexible terms. Infrastructure projects can stall or be
delayed due to lack of administrative/project management experience. Access to capital would benefit developer-driven transportation improvement projects and associated economic development.

Eligible applicants include municipalities and municipal authorities, school districts, private entities sponsored with municipal sponsorship, which includes non-profits with municipal sponsorship. Interest rates for municipal, government authority and school district applicants is 0.500% (2013-2014 cycle) and for private companies, developers and nonprofits 1.000% (2013-2014 cycle). The term is 10 years, but shorter terms are preferred. Collateral is a municipal liquid fuels pledge, letter of credit and other sources.

The municipal advantages are: low-interest loan program that can leverage other funding sources, streamlined approval process and financing terms and offers county-led administration of projects and project management to ensure project delivery. There were no private entity projects. Eligible projects include bridges, highway, intersections, road reconstruction, paving, signalization, sidewalks and stormwater.

The timetable was as follows: Applicant Pre-application meeting with Dauphin County (May-July 2013), open application period (May 1-August 1, 2013), application review process (August-October 2013), applicant interview/presentation to County (November-December 2013), Gaming Advisory Board Award Recommendations (March 3, 2014) and Board of Commissioners approvals (March 12, 2014). It is anticipated that two cycles will be done in 2014.

Evaluation Criteria: support small municipal governments that may have limited borrowing capacity with commercial lenders, improve mobility within rural communities and to promote economic development in low to moderate income areas that have limited access to major job markets, incentivize and support major economic development projects, incentivize and support new or existing tourism initiatives, upgrade interchanges, intersections and corridors to operate safely at acceptable levels of service, reduce the number of crashes and fatalities that occur on roadways and intersections listed on Dauphin County’s high-accident list, as well as the transportation network at large, improve railway/highway crossings and eliminate at-grade crossings where possible, facilitate multi-municipal efforts to coordinate traffic signals and traffic flow along priority corridor, facilitate the creation of funding sources for smaller, more rural areas, and encourage collaborative public/private sector partnerships in funding transportation improvements.

Mr. Bauer reported on the following recommendations:

City of Harrisburg - $350,000 for roadway improvements (reconstruction/recycling at various locations). Construction begins in 2014 and will be completed in 2014. Collateral is the liquid fuels pledge.
Derry Township - $256,960 for traffic signal installation at SR 743 and Homestead Road. Design complete/permit approval 5/2014, construction begins 6/2014 and construction will be completed 10/2014. Collateral is the liquid fuels pledge.


Middletown Borough - $1,500,000 for Streetscape improvements on South Union Street from Ann Street to East Emaus Street. Design complete/permit approval 12/2014, construction begins 3/2015 and construction complete 11/2015. Collateral is the liquid fuels pledge.

Questions were asked as to where the other money is coming from. There is a variety of sources. Some is coming from state grants. There is left over money from liquid fuels that have not been used. There is also money from the 2011 flood program that the Borough will be getting. This money was expended to pay for those purposes and now the Borough will be reimbursed. The remaining money will be a grant from the Middletown Borough Investment Authority.

Mr. Haste asked if that was expended out of the general fund.

It was noted that they were.

The Commissioners support this, but they want to make sure that the Borough is not being put into a position where they can’t recover from. A question was asked as to how the liquid fuels funds are secured to make sure payments are moving forward.

Mr. Stewart indicated that there would be a guaranteed revenue pledge and a general obligation pledge. There will be a security interest in those revenues. A process will be worked out with PennDOT, which will be a three-party agreement. If a payment was missed, PennDOT would not send those funds out and would credit it against the loan to the County. The projected allocations start at $200,000 and it goes to $270,000 as it moves forward. That is just based on the Act 89 funding. According to the applicant there is an additional $100,000 that is going to be coming in. The $611,000 balance that Middletown has in its liquid fuels account was the highest balance of any of the applicants. It is what gave the Gaming Advisory Board some comfort that they can still take care of their obligations with the roads.

Mr. Haste stated that it also sounds like the FEMA dollars are really the cushion. He commended the folks for being creative. He just wanted to make sure they were laying out a plan that doesn’t make things worse.

Mr. Hartwick indicated that he is supportive of the project. He wants to ensure that there are sufficient revenues to meet the obligations. He asked how it is being supported by the Mayor and Council.
This project is supported across the Board. There were some concerns with design, etc. but that is to be expected. The downtown business owners are eager to get started.

Mr. Hartwick indicated that Middletown has a lot of potential. The ability to have a university that is growing, a train station and access to transportation in the oldest community in Dauphin County and to beautify the area to attract businesses is why this program has been established. This program offers access to capital that otherwise wouldn’t be available.

Mr. Pries commented that the sky is the limit for Middletown, based upon what Commissioner Hartwick just said. He commended the Borough and the officials for what they did with the housekeeping and getting things in order. Two years ago he didn’t think anything like this was possible. Congratulations!

Mr. Stewart stated that the $4.1 million figure for the project costs that is not a bare bones figure. That is a fully loaded project with all the best in it. There is ample room to cut that.

West Hanover Township - $825,000 for roadway realignment and traffic signal installation at SR 39 and Devonshire Heights Road. Design complete 1/2015, right-of-way acquisition 4/2015, construction begins 5/2015 and construction complete 7/2016. Collateral is the liquid fuels pledge. This project will require a Highway Occupancy Permit issued by PennDOT. It will also require a traffic signal permit issued by PennDOT, if the traffic volume warrants are met.

Mr. Pries questioned if that is warranted and if the monies are already included in the $825,000. The answer was yes.

Mr. Stewart stated that this is a good example of how this program compliments the local share program. The short-term improvements were funded with a $70,000 local share grant that was awarded in the prior year. Now it is the long-term fix, which is a bigger number and the municipality can come to the DCIB to get low-interest financing.

Mr. Haste asked if the County has the ability to bundle any of these projects so a better savings can be achieved.

Mr. Bauer stated that each project would have to be run separately, because of the tracking.

Mr. Haste stated moving forward he suggested that since it is PennDOT’s program, we should ask that they start bundling some of these projects. There has to be a savings in this program.
Mr. Hartwick stated that the idea of just bundling doesn’t just need to happen with these projects. He asked if there was any way to plan other local investments in infrastructure and highways with a concurrent schedule that may be happening in Dauphin County or with PennDOT that can allow the County the opportunity to get some economies of scale in a bundling process. That question should be asked with all these projects.

Mr. Haste stated that once this is approved, he will take this to District 8 about trying to find a way to partner with them.

Mr. Bauer stated that he will keep that in mind with the next round.

Mr. Pries thanked the Gaming Advisory Board for the work that they put forth in providing these recommendations. He also thanked Commissioner Haste for his leadership in working with PennDOT and Barry Schock in bringing this project to Dauphin County. This is a win/win for all the municipalities involved. It also goes back to former Boards of Commissioners for having the foresight to put aside liquid fuels dollars to fix the bridges. Once the Duke Street Bridge is done, there will be zero structurally deficient bridges in Dauphin County.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the following Dauphin County Infrastructure Bank Projects: City of Harrisburg - $350,000; Derry Township - $256,960; Londonderry Township - $925,000; Middletown Borough - $1.5 million and West Hanover Township - $825,000. All of these projects met the loan terms and all of the subjected requirements of the Dauphin County Infrastructure Bank as presented.

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

Mr. Hartwick stated that he knows there was talk that the City of Harrisburg would not be in the Infrastructure Bank process and whether they would be excluded or included. It is clear by the evaluations that the City was the first project listed and is eligible.

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 regarding the Personnel Packet. There was none.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Personnel Packet as presented.
Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.

PURCHASE ORDERS

Mr. Baratucci reported that all budget items have been corrected and the Packet is ready for consideration.

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

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

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe gave the following Report:

Report from the Office of Budget & Finance
March 12, 2014

- **February 28, 2014** transferred $2,144,957.39 to the Payables account from the County’s Concentration account for checks issued that week.

- **March 7, 2014** transferred $2,217,565.70 to the Payables account and $1,894,111.93 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $5,285,585.45

- Debt Service Payments since last report: $896,355.49

- Term Investments
  - None

- Balance today in PA INVEST account #2100017144860: $1,380.11 rate 0.050%

- Balance today in Susquehanna Bank investment account #119002023: $10,620,709.45 rate 0.150%

- Balance today in First National Bank investment account #97014743: $9,562,037.85 rate 0.300%

- Balance today in Integrity Bank Money Market Checking account #2206001209: $24,235,145.78 rate 0.260%
• Balance today in Santander Bank investment account #9551017714: $5,004,385.12 rate 0.200%


Mr. Hartwick questioned the status of the DPW payments.

Mr. Yohe indicated that they are caught up. The only quarter that was held up was the second quarter.

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

Ms. Cullison reported that Dauphin County will host its Third Annual Job, Internship and Resource Fair for Teens and Young Adults on Saturday, March 15th from 10 a.m. to 1 p.m. at the Greater Zion Missionary Baptist Church, 212 N. Progress Avenue, Harrisburg. Representatives from area colleges and universities, businesses, armed services, afterschool programs and more will be on hand recruiting for jobs, internships and training opportunities. Additionally, Hamilton Health Center will be on-site to offer health screenings. The fair will kick off at 9:30 a.m. with a color guard salute by the Harrisburg ROTC and a performance by the Harrisburg School District’s marching band and cheerleaders. The resource fair is free and open to the public.

SOLICITOR’S REPORT – JOE CURCILLO, III, ESQ., SOLICITOR

Mr. Curcillo indicated that everything on the Agenda that was reviewed by the Solicitor’s Office is ready for consideration.

MATTERS REQUIRING BOARD ACTION

A. Training Packet.

B. Satisfaction Piece for Margaret Bailey on the property located at 1608 Derry Street, Harrisburg, PA 17104. This is an original mortgage from 1996 that has a forgivable clause.

C. Subordination Agreements for:

1. Raymond D. Smith on the property located at 1312 Cherrington Drive, Harrisburg, PA 17110.

2. Abbott Garnett and Joseph F. Scoz on the property located at 1928 Penn Street, Harrisburg, PA 17102.

3. Leonard Howze, Jr. on the property located at 1568 Creekbed Drive, Harrisburg, PA 17110.

D. Request to contribute the County’s pro rata share for appraisal services and trial costs needed to ascertain the true value:

1. Shri Sai Middletown, LLC – 815 Eisenhower Blvd., Best Western Harrisburg Airport – Parcel #36-007-081 - $1,469.00.
2. PVI WIP CBC, LP – Capitol Business Center: 400 and 401 First Street, 400 First Street Expansion and 500 Industrial Lane – Parcel #36-013-139 (Docket: 2013-CV-11147-TX) - $1,469.00.

E. Proposed Stipulations of Settlement:

1. City of Philadelphia, Trustee under the Will of Stephen Girard, Deceased, Acting by the Board of Directors of City Trusts, Docket No. 2009-CV-15901-TX.
2. City of Philadelphia, Trustee under the Will of Stephen Girard, Deceased, Acting by the Board of Directors of City Trusts, Docket No. 2013-CV-9577-TX.

F. Request to waive 2013 County/Library penalties and cost from Somers Compton – Parcel #10-062-055 (217 Woodbine St.) - $67.76.

G. Request to waive 2013 County/Library penalties and cost from Charles J. Glunz, II – Parcel #63-010-060 (4807 Arney Road) - $91.81.

H. Request to waive 2013 County/Library penalties and cost from Christina Zarek – Parcel #05-003-010 (1219 N. 2nd St.) - $69.92.

I. Refund of 2013 Real Estate Taxes – Parcel #24-068-013 (1114 Dartmouth Road) – Jeffrey Dunn - $867.10.

J. Repository Bids received from Milligan Group, LLC (Weston Milligan) for the following properties:

1. Parcel #02-028-015 (432 S. 13th St.) - $500.00
2. Parcel #09-014-027 (54 N. 14th St.) - $500.00
3. Parcel #09-047-034 (1225 Derry St.) - $500.00
4. Parcel #09-068-057 (1413 Thompson St.) - $500.00
5. Parcel #10-047-015 (2124 N. 4th St.) - $500.00
6. Parcel #10-047-016 (2122 N. 4th St.) - $500.00
7. Parcel #46-012-005 (187 Moore St.) - $500.00

K. Repository Bids received from Reginald T. Edwards for the following properties:

1. Parcel #02-027-001 (1237 Swatara St.) - $550.00
2. Parcel #02-029-012 (424 S. 14th St.) - $550.00

L. Repository Bids received from Clipboard Properties, LLC (Steven Espamer):

1. Parcel #30-025-022-001-0001 (699 Eshelman St.) - $500.00
2. Parcel #71-006-040 (219 W. Market St.) - $500.00
3. Parcel #71-002-054 (352 W. Broad St.) - $500.00

M. Performing Artist Agreements – Nathan J. McKelvie, Presenter – Dauphin County Parks & Recreation Wildwood Park:

1. Wildwood Park Wetlands Festival – April 26, 2014 - $200.00
2. Dauphin County Day Camp – June 18, 2014 - $100.00
3. Dauphin County Day Camp – June 25, 2014 - $100.00

N. Performing Artists Agreements:

1. Leonard M. Tepsich – Dauphin County Wetlands Festival – April 26, 2014 - $200.00
2. Sound Advantage, Inc. – Sunset Movie Series – Vendor for 2014 (June 6, 13, 20, 21 & 27, 2014) - $4,075.00
3. The Maxwell Project – Dauphin County Music & Wine Festival – June 15, 2014 - $1,500.00
4. No Last Call Band – Dauphin County Music & Wine Festival – June 15, 2014 - $1,000.00
5. Big Sam’s Funky Nation – Sammie Williams – Dauphin County Music & Wine Festival – June 6, 2014 - $4,000.00
6. Ryan Bridge – Dauphin County Photo Boot Camp – July 9, 2014 - $300.00
7. John Marten Flavin (The Ogham Stones) – Dauphin County Brew Festival – July 19, 2014 - $1,000.00
9. Jose Johnson Music & Media – Gumbo Junk Band – Dauphin County Cultural Festival – August 1, 2014 - $800.00
10. Confunkshun Band – Dauphin County Cultural Festival – August 1, 2014 - $13,500.00
11. Four 80 East Boomtang Records – Dauphin County Jazz & Wine Festival – September 6, 2014 - $2,300.00.
12. Urban Jazz Coalition & Jessy J – Dauphin County Jazz & Wine Festival – September 7, 2014 - $4,750.00

O. Vendor Agreement for 2014 Dauphin County Music Festivals – Williams French Fries.

P. Purchase of Service Agreement between Dauphin County and Illusion Maker for 2014 recycling education instruction in the Dauphin County School Districts.


R. Amendment #1 to PCCD Re-Entry Grant #24041 extending the Grant from March 31, 2014 to September 30, 2014.

S. Extension of JAG Grant to convert the City of Harrisburg Metro RMS #22885 System from June 30, 2014 to September 30, 2014.

T. Service/Maintenance Agreement between Dauphin County and ESCO, Inc. to maintain, inspect and test the fire system at 1690 S. 19th Street for the period November 1, 2013 to October 31, 2014.

U. Environmental Review for Activity/Project that is Categorically Excluded Subject to Section 58.5 regarding the Disposition of Two Properties – 339 Poplar Street, Steelton and 96 State Street, Steelton.

V. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Diakon Lutheran Social Ministries, Inc.
   2. Sandra K. Pintarch

W. Adoption Assistance Agreements #2014-07, #2014-08, #2014-09 and #2014-10.

X. Subsidized Legal Custodianship Agreement #2014-02.

Y. ITF Medicaid Waiver Service Agreement between Dauphin County (MH/ID) and Therapy Resource Center, LLC.
Z. Homeless Management Information System (HMIS) Agreement between Dauphin County (Human Services Director’s Office) and the Capital Area Coalition on Homelessness, Inc.

AA. Amendment #2 to the Lease Agreement between Dauphin County and Robert R. Jones (MDJ Witmer’s Office).

BB. Appointment of the following to the Dauphin County MH/ID Advisory Board: Bridget Glunz-Wenner, Sherri L. Smith and Matthew P. Stinner (terms expire December 31, 2016).

CC. Amendment to Letter of Engagement – Zelenkofske Axelrod LLC – adjusting the scope of services and related fees with regard to the audit of Dauphin County for the year ended December 31, 2013.

DD. Digital Billboard Display Contract between Dauphin County and Kegerreis Outdoor Advertising, Inc. for dog licensing campaign – March 10, 2014 to June 1, 2014.

It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve Matters Requiring Board Action, Items A through DD, listed above.

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

FORMER BUSINESS

There was one.

NEW BUSINESS

There was none.

COMMISSIONERS’ DISCUSSION & ACTIONS

Mr. Hartwick discussed the “One Stop Shop” for kids. This event will be held on March 15th at the Zion Church. There will be over 40 employers. This is a great opportunity for kids to find summer employment. At this event, the kids can get all their working papers completed as well as physicals, fill out applications and meet with potential employers.

CORRESPONDENCE

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

A. Notification from M&B Environmental, Inc. advising that Ward Realty Ventures, LLC is applying to DEP for a NPDES Permit for their sewage treatment plant, DeAnn Mobile Home Park STP in East Hanover Township.

B. Receipt of a Notice of Settlement Agreement from the Federal Energy Regulatory Commission with regard to the York Haven Power Company, LLC.
C. Notification from R. J. Fisher & Associates, Inc. advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a project known as Creekvale, formerly known as Olde Towne Hanover in West and East Hanover Townships.

D. Receipt of a copy of a letter from PA DEP to Kimmel’s Mining, Inc. advising that the information submitted in support of the annual bond review for Underground Mining Permit #54071301 has been determined, by both the Compliance and Technical Services Sections of the Pottsville District Mining Office, to adequately represent current and planned site operating conditions and is acceptable to DEP.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz