DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

JULY 29, 2015
10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Chad Saylor, Chief Clerk; Marie E. Rebuck, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Judge William Tully; Randy Baratucci, Director of Purchasing; Gerald Feaser, Jr., Director of Registration & Elections; Mike Yohe, Director of Budget & Finance; August Memmi, Director of Community & Economic Development; Holly Martz, Tax Claim; Gary Serhan, Controller’s Office; Edgar Cohen, Director of Facilities Maintenance; Tom Guenther, Director of IT; Greg Bush, IT; Fred Lighty, Esq., Solicitor’s Office; J. Scott Burford, Deputy Chief Clerk; Amy Harinath, Press Secretary; Ritchie Enders, Facilities Maintenance; Kyle Deppen, Facilities Maintenance, Ed Heckert, Facilities Maintenance; Greg Schneider, Budget & Finance; Kay Lengle, Human Resources; Kacey Crown, Human Services Director’s Office; Mary Ann Boyer, Registration & Elections; Lisa Walk, Registration & Elections; Jenny DeJesus, Registration & Elections; Jennifer Simpson, Court Administration; Daniel Schramm, Solicitor’s 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 10:13 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 July 8, 2015 Workshop Meeting Minutes and the July 15, 2015 Legislative Meeting Minutes; motion carried.

It was moved by Ms. Rebuck and seconded by Mr. Hartwick that the Board approve the July 15, 2015 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor reported that there was one Executive Session held this morning to discuss matters of real estate and personnel.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Dauphin County Commissioners
   1. Presentation of Proclamation to Mary Ann Boyer

Mr. Pries stated that it is truly an honor and privilege to be here this morning, with his colleagues and other elected officials and dignitaries, fellow county employees, friends and family of Mary Ann Boyer, an individual who has worked here for 26 years. The county is blessed to have you for the past 26 years. The Board has a Proclamation for you. Mary Ann has irreplaceable institutional knowledge. Everyone knows what you have meant and still mean to this County and will mean into the future. From her knowledge of the 162 precincts and wards throughout Dauphin County, she knows them like the back of her hand, to her outstanding working relationship with the Department of State and the other election offices throughout the Commonwealth of Pennsylvania.
Mary Ann is truly a legend in her own time. She is hardworking, very committed to her department, caring and compassionate and has developed a thick skin over the years. She is a loving mother and a devoted and caring grandmother, a true friend. This is the end of an era this week with her retirement and she will surely be missed by the Commissioners and other elected county officials, as well as the local municipal leaders. He appreciates all Mary Ann has done and will miss her. Her family is even luckier to have her as a member and matriarch of the family.

Mr. Pries read the following Proclamation.

Office of County Commissioners  
Dauphin County, Pennsylvania  
Proclamation

We, the Dauphin County Board of Commissioners, extend our heartfelt thanks and best wishes to Mary Ann Boyer as she retires from Dauphin County after a long and distinguished career;

Whereas, for more than one quarter of a century, Mary Ann has assisted Dauphin County candidates, elected officials and political party representatives with state election laws, and thousands of voters seeking to have their voices heard while working in the county’s Bureau of Registration and Elections;

Whereas, always reliable and calm under pressure, Mary Ann has skillfully managed the day-to-day operations of the Bureau for many years;

Whereas, Mary Ann’s professionalism, poise, compassion and conscientiousness are well known and deeply appreciated and will remain part of her enduring legacy;

Whereas, also a devoted wife, mother and grandmother, Mary Ann truly represents the spirit of family, determination, self-sacrifice and Americanism;

Therefore, we join the 270,000 residents of Dauphin County in applauding Mary Ann Boyer on her 26 years of outstanding service and countless contributions to the capital county; we warmly wish her lasting happiness and success as she retires and embarks on a new journey; and in grateful recognition thereof, we do hereby proudly proclaim July 27 to July 31, 2015 as "Mary Ann Boyer Week" in Dauphin County.

(Applause was given.)

Ms. Boyer stated that it has been a privilege and honor to work in the Election Bureau for all these years. She has memories that are just wonderful. She feels like she has done something and has helped people. She thanked the Board for letting her work here.
Mr. Haste stated that he was thinking about when he came to the County for his first tour of duty. He wasn’t sure what he was getting into. Within the very first day or so, there were three young ladies that he met that he knew were the heartbeat of the County. They were Richie Martz, Julia Nace and Mary Ann Boyer. Anything that he needed to know he went to one of those three ladies and could get the answer. He used to joke that they must have worked here before the Courthouse was built with the amount of knowledge that they had. It is sad because the last one of those three left is Richie. Having worked with Mary Ann as a fellow County employee and then being a candidate for those years when he wasn’t here, you knew that if you talked to Mary Ann Boyer that you got the right answer. If she didn’t know the answer, she would get you the answer and get right back to you. He doesn’t know of too many employees that take their job to heart and as serious as Mary Ann did. Mary Ann is fun loving. Every time she comes back from a trip or does something there is always a story to be told. He remembers some of the interesting things that the three ladies got into. Mary Ann’s ability to be calm in a storm and not to pick on Steve, but he didn’t have that ability. It was great that she did and could keep things in order. From the bottom of his heart, he thanked Mary Ann as a fellow County employee, but also as someone who had to work with you on the outside coming in. Professionalism is exactly who Mary Ann is.

Mr. Hartwick stated the first time they met was in 1988. Mary Ann and his mom were in the stands at a wrestling match where he wrestled her son. They have shared so much in common. What Mike has said that when you think about elections, you want to make sure that somebody is fair, calm under pressure, unbiased, responsive unrelated to party affiliation, the ability to be competent in responses and to make sure the right information was provided. Mary Ann has figured out the way to give the appropriate answer and direction to people. She has managed and handled every individual that has come through that office with the same treatment, level of dignity and he can’t ever remember receiving a response from her that has been anything but credible and direct. She has been a true calming force during election time. It can get very heated and emotional. He knows Mary Ann’s cell phone, direct office line and there is never a time where they don’t get an immediate response in order to ensure that a registered voter is able to cast a ballot in Dauphin County in the appropriate way. She has allowed for folks to exercise that fundamental right in a way that has been open, honest and fair. She is a great wrestling fan, which means they will be connected forever. She has grandkids that have been great wrestlers. There is a young one coming up that he keeps hearing about. She is very proud of all the grandkids. It has been a privilege and honor to learn from her and work with her and to know that in the Elections office they provide unbelievable service that is unbiased and fair. The Presidential Election is coming up and they want to keep her accessible and available to make sure that Dauphin County has that level of expertise moving forward regardless of where she may be. The Board is grateful for her service to Dauphin County.

Secretary Cortez stated that it is great to be in the Commissioners’ company and with his friends here in Dauphin County, his home county for 25 years. To all the friends, family and colleagues of Mary Ann Boyer, on behalf of Governor Tom Wolf and Mary Ann Schneider, Deputy Secretary for Elections and Administration, Jonathan Marks,
Commissioner of Elections here in Pennsylvania. He is the Secretary of State for Pennsylvania and as such one his jobs is to serve as the State’s Chief Election official. He couldn’t miss this day for anything. He had the day off and he decided that he was going to go to the Commissioners’ chambers to express, on behalf of the Department of State, their deep love and appreciation for Mary Ann. All the words that the Commissioners used to describe her work and attitude and commitment, her beautiful disposition were right on target. She has been a dear friend and colleague. This is my second time around as Secretary of State so he was in office between 2003 and 2010 when they had to implement the mandates of the Help America Vote Act, which were massive. Dauphin County was in good shape. It was not easy. Mary Ann always tackled all of those new opportunities with a smile. The County was so greatly served by Mary Ann. Jerry will be heartbroken to lose you, as well as your colleagues. He does hope that Mary Ann will be close by. On behalf of all her friends at the PA Department of State and colleagues throughout the State, they wish her only the best in her retirement. He has a Certificate of Recognition that he wants to present to Mary Ann on behalf of the Department. The Certificate doesn’t being to do justice to Mary Ann Boyer. (Mr. Cortez read the Certificate.)

(Appplause was given.)

Mr. Chiavetta stated that Mary Ann was his right arm and she knows that.

(Appplause was given.)

Judge Tully stated that he wants to echo the sentiments that have already been made obviously on behalf of all the employees of Dauphin County during those special years of changes that came about, he remembers the apprehension of the provisional ballot. He had the pleasure of camping out in the Election headquarters that year to make sure that everything went smoothly. The best description of Mary Ann is a duck on a lake. If you look across the lake the duck moves smoothly and effortlessly across the lake, under the water the feet are paddling like heck. Congratulations!

(Appplause was given.)

Mr. Feaser stated that she is more than just his right hand; she was his left hand and half his brain. As of August 3, he will be officially the Director. Every time he comes to the Board to do the computations, the Board always praised him and the Bureau, to say that it was any one person is an exaggeration, but she is the one. He was trained by Mary Ann and he hopes to continue on what she has taught him and continue to serve as she has instilled in him. There are things that he has brought to the County, his own personal views of the electoral process and how important it is, but she helped solidify it. When Mary Ann first discussed retirement with him, he gave her a note that said she can stay as long as she wants. He signed it and had it notarized and hanging above her desk.

(Appplause was given.)
(Several 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. (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 indicated that an item was added to Page 6 at the approval of Commissioner Haste. It is for CID. They are purchasing a specialty camera for their fire investigation unit. It is coming out of a grant. Other than that, the Packet is the same as last week with all budget issues resolved. 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 as presented.

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

**REPORT FROM BUDGET & FINANCE DIRECTOR – MIKE YOHE**

Mr. Yohe presented the following Report:

**Report from the Office of Budget & Finance**  
**July 29, 2015**

- **July 17, 2015** transferred $4,206,955.17 to the Payables account from the County’s Concentration account for checks issued that week.

- **July 24, 2015** transferred $8,321,587.92 to the Payables account and $1,839,427.11 to the Payroll account from the County’s Concentration account for checks issued that week.

- **Wire Payments since last report:** $24,871,356.67
• Debt Service Payments since last report: $0.00

• Term Investments
  • 3/25/15 - $2,000,000.00 6-month CD – Centric Bank – 0.35% - matures 9/25/15
  • 5/12/15 - $5,000,000.00 9-month CD – Customers Bank – 0.59% - matures 2/6/16
  • 5/12/15 - $5,000,000.00 12-month CD – Customers Bank – 0.84% - matures 5/11/16

• Balance today in PA INVEST account #2100017144860: $1,381.05 rate 0.050%

• Balance today in Susquehanna Bank investment account #10013172621: $3,930,280.79 rate 0.250%

• Balance today in Susquehanna Bank investment account #119002023: $1,069.16 rate 0.050%

• Balance today in First National Bank investment account #97014743: $9,600,334.59 rate 0.300%

• Balance today in Integrity Bank Money Market Checking account #2206001209: $22,620,636.19 rate 0.300%

• Balance today in Santander Bank investment account #9551017714: $15,061,051.08 rate 0.300%

• Balance today in Metro Bank investment account #539014068: $10,014,278.37 rate 0.300%


It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board accept the Investment Report as provided above.

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

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor indicated that he has nothing to report unless there are questions of him. (There was none.)
Mr. Curcillo reported that everything requiring a review by the Solicitor’s Office is ready for consideration. He asked if there were any questions. (There was none.)

MATTERS REQUIRING BOARD ACTION

A. Mutual Aid Agreement between Dauphin County Hazardous Materials Response Team and Defense Distribution Center, Susquehanna.

B. Agreement and Performance and Payment Bonds between Dauphin County and Lobar Associates, Inc. for the Wildwood Park Trail & Bridge Improvements Project.

C. Satisfaction Piece for Lauren M. Steele on property located at 95 S. Blue Ribbon Avenue, Harrisburg, PA 17112 - $5,000.

D. Proposal from Buchart Horn, Inc. for a Space Needs Study.

E. Proposal from Dunbar Armored to provide services for Dauphin County Probation Services.

F. Proposal from Murray Securus for Cyber Coverage.

G. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Hamilton Health Center, Inc.
   2. Knowledge Learning Corporation – Contract #1
   3. Knowledge Learning Corporation – Contract #2
   4. The Medical Bureau of Harrisburg, Inc.
   5. Affinity Forensic Services LLC
   6. VisionQuest National Ltd.
   7. Samara: The Center for Individual and Family Growth, Inc.

H. Addendum #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Families United Network, Inc.

I. Adoption Assistance Agreement #2015-07.

J. Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:
   1. Spanish American Civic Association for Equality, Inc.
   2. Treatment Trends, Inc.

K. Purchase of Service Agreement between Dauphin County (MH/ID) and The Medical Bureau of Harrisburg, Inc.

L. Modify Duke Street Reimbursement Agreement to reflect the corrections made to Exhibit A of the document originally approved on December 22, 2010 to reflect the final design phase of the project.

M. Satisfaction Piece for Justin G. Graeff and Samantha J. Graeff on the property located at 113 Duke Street, Hershey, PA 17034 - $4,187.00.
N. Satisfaction Piece for Ryan P. Grady on the property located at 2618 River Road, Middletown, PA 17057 - $800.00.

O. Contract Renewal between Dauphin County (Courts) and Westlaw.

P. Contract Renewal between Dauphin County (Law Library) and Westlaw.

Q. Subordination Agreement for Alana Urrutia on the property located at 2813 Boas Street, Harrisburg, PA 17103.

R. Tourism Grants (2%):
   1. American Lung Association of the Mid-Atlantic - $2,000
   2. CREDC - $7,500
   3. CD East Panther Basketball Camp - $2,500
   4. Communities in Schools PA - $10,000
   5. Gamut Theatre Group, Inc. - $10,000
   6. Halifax Fire Department - $5,000
   7. Harrisburg Area YMCA-East Shore Branch - $10,000
   8. Harrisburg Beer Week - $2,000
   9. Hershey Centrals - $2,500
  10. Hershey Figure Skating Club - $5,000
  11. Hershey Symphony Orchestra - $10,000
  12. Lighten Up Harrisburg - $2,500
  13. Linglestown 250 Committee - $5,000
  14. Middletown Area Historical Society - $2,000
  15. The Technology Council of Central PA - $10,000

S. Tourism Grants (1%):
   1. Cyrene Lodge #169 - $18,000
   2. Capitol Area Forerunners - $13,555.44
   3. Dauphin County Parks & Recreation - $30,000
   4. Harrisburg Area Riverboat Society (Friends of City Island) - $10,700.68
   5. Hershey/Harrisburg Regional Visitors Bureau - $39,000
   6. Londonderry Township - $20,000
   7. Open Stage of Harrisburg - $15,000
   8. Senators Partners LLC aka Harrisburg Senators Baseball Club - $40,000
   9. Susquehanna Art Museum - $15,000

T. Exoneration of 2014 County taxes on Parcel #36-018-083-000-0000 (524 Morgan Drive) – Helping a Hero for the benefit of Dennis Leonard - $3,201.38.

U. Purchase of Service Agreement between Dauphin County (Tax Claim) and Palmetto Posting, Inc.

V. LTSR Agreement between Dauphin County (MH/ID) and Franklin/Fulton Mental Health/Intellectual Disabilities Program Mental Health Services.

W. Appointment of William Pettigrew, Sr. to the Dauphin County Housing Authority. Mr. Pettigrew’s term will expire August 26, 2020.

X. Training Packet
It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Items A through X, listed above under Matters Requiring Board Action.

Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – 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 Light-Heigel & Associates, Inc. advising that Mifflin Township is applying to DEP for a Chapter 105 GP-5 permit for the proposed culvert replacement along Shippen Dam Road project.

B. Notification from Plenary Walsh Keystone Partners advising that they are applying to DEP for a General Permit 11 for the repair of water obstructions or encroachments for the repair of a structurally deficient bridge that intersects Armstrong Creek in Jackson Township.

C. Notification from The Hershey Company advising that they have filed a Notice of Intent with the Susquehanna River Basin Commission seeking approval by Rule (ABR) pursuant to 18 CFR Section 806.22(e) for the consumptive use of water.

D. Receipt of a notice from the PA Public Utility Commission advising that Derry Township has submitted complete detailed construction plans for the crossing project at Milepost HP-99.75; DOT# unknown where Ridge Road (T-714) crosses below grade of tracks of Norfolk Southern Railway Company in Derry Township.

E. Notification from Herbert, Rowland & Grubic, Inc. advising that the PA American Water Company is applying to DEP for a General Permit 5 for the installation of a 16” waterline along Swatara Creek Road, through forested and landscaped lawn areas and under Vine Street in Middletown.

F. Notification from Millersburg Area Authority advising that they are applying to DEP for a NPDES Permit which allows the Authority to discharge treated municipal wastewater into the Susquehanna River.
G. Notification from Tetra Tech advising that Sunoco Pipeline, L.P. is applying to DEP for a Chapter 105 Water Obstruction and Encroachment permit for the Pennsylvania Pipeline Project in Dauphin County.

H. Receipt of a letter from Middletown Borough advising that they applied for a Greenways, Trails and Recreation Program grant in the amount of $103,169 from the PA Department of Community and Economic Development.

I. Notification from Tetra Tech advising Sunoco Pipeline, L.P. is applying to DEP for coverage under the Erosion and Sediment Control General Permit (ESCGP-2) for Earth Disturbance associated with Oil and Gas Exploration, Production, Processing or Treatment Operations or Transmission Facilities.

PUBLIC PARTICIPATION

Ms. Creason introduced the Treasurer’s Office Intern, John Ponnett. John is a high school intern that has been serving in the Treasurer’s Office. He began in August with Marie’s Office. They took a chance on a high school intern. He came without being paid. He worked very hard and proved himself over and over again. He has been in Ms. Creason’s Office as a paid intern since January of this year. He will be attending Penn State Honor’s College. He was Middletown High School Valedictorian this past year. She is going to shed tears when he leaves next week. He has been a tremendous asset. He has processed a lot of doe licenses this week. Beyond that he mastered just about everything that they did in the office. He is a great asset to the County. He took the place of a full-time employee and saved the County about $20,000. It was a cost savings to the County. She hopes that she can have interns in the future that meet the standard that he has set. The bar is high. She commended him and thanked him for his service to the County.

The Commissioners and Ms. Rebuck thanked him as well.

(Applause was given.)

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz