DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

AUGUST 24, 2016

10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; J. Scott Burford, Deputy Chief Clerk; Donna S. Miller, Commissioners’ Office; Nick Chimienti, Sheriff; Fred Lighty, Esq., Solicitor’s Office; Jennifer Simpson, Court Administrator; Kay Lengle, Human Resources; Melissa Bradley, Human Resources; Jen Capitani, Children & Youth; Brittney Ross Davis, Human Resources; Julie Mackey, Commissioners’ Office; Ruby Doub, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Chief Clerk

GUESTS PRESENT

Clint Cullison and James Roxbury

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:11 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 August 3, 2016 Workshop/Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the August 3, 2016 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There was one Executive Session held this morning to discuss litigation.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Melissa Bradley, Human Resources
   1. Presentation on 2017 Highmark’s Plan Design

Ms. Bradley introduced the 2017 Plan Designs. There will be deductibles – single $300 and family $600. There is also a spousal surcharge of $65 per month. The deductibles are nowhere near the norm.

Mr. Hartwick indicated that in comparison, Dauphin County is well ahead with the benefit options. A lot of these changes are per national level. He asked about the Health Savings Account (HSA).

Ms. Bradley indicated that is something that they are looking to provide in 2018. They wanted to see how the deductibles work for a year prior to offering the HSA.

Mr. Hartwick touched base on how the claims have spiked. The Wellness Program will still be offered. He indicated to make sure the HSA is in the packet for 2018.

Ms. Bradley indicated that Human Resources has already begun working on it.

Mr. Haste questioned how the communication will go out to the employees.
Ms. Bradley indicated that Human Resources does a monthly newsletter. She also wanted to know if the Commissioners wanted to do an introduction letter to the employees. They will also visit each department and meet with small groups of employees to review the changes.

Mr. Haste indicated that they should do a payroll stuffer and that it should also be brought up at the next Directors’ Meeting.

**SALARY BOARD**

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

**HUMAN RESOURCES**

Ms. Lengle indicated that the effective date on Item #52 should be August 15, 2016. There were no questions.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve the Personnel Packet as amended.

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

**PURCHASE ORDERS**

Mr. Baratucci noted that the Purchase Order Packet includes the additional ones that were noted at last week’s meeting and an additional one for the Judicial Center, which was approved by the oversight Commissioner.

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 presented the following Investment Report:

*Report from the Office of Budget & Finance*

*August 24, 2016*

- **August 5, 2016** transferred **$3,420,638.70** to the Payables account and **$1,838,471.76** to the Payroll account from the County’s Concentration account for checks issued that week.
August 12, 2016 transferred $1,709,982.19 to the Payables account from the County’s Concentration account for checks issued that week.

August 19, 2016 transferred $8,690,002.94 to the Payables account and $1,844,755.55 to the Payroll account from the County’s Concentration account for checks issued that week.

Wire Payments since last report: $6,396,743.77

Debt Service Payments since last report: $0.00

Term Investments
- 4/14/16 - $10,000,000.00 6-month CDARS CD – Customers Bank – 0.70% - matures 10/13/16
- 5/11/16 - $5,000,000.00 6-month FHL CD – Customers Bank – 0.70% - matures 11/08/16
- 5/12/16 - $5,000,000.00 6-month CDARS CD – Customers Bank – 0.70% - matures 11/10/16

Balance today in PA INVEST account #2100017144860: $1,383.14 rate 0.293%

Balance today in BB&T Bank investment account #1390003149591: $3,660,071.58 rate 0.300%

Balance today in First National Bank investment account #97014743: $10,670,237.51 rate 0.500%

Balance today in Integrity Bank Money Market Checking account #0206001209: $32,696,694.70 rate 0.500%

Balance today in Santander Bank investment account #9551017714: $19,911,424.76 rate 0.500%

Balance today in Customers Bank investment account #6459102: $5,034,137.28 rate 0.500%


Mr. Yohe noted that he will be opening up an account with PLGIT. PLGIT is paying a little more than above prime.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor had nothing to report and no questions were asked.
SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.

Mr. Curcillo noted that under “Matters Requiring Board Action”, Item O needs to be pulled and Item U is not an amendment. It is a Purchase of Service Agreement.

There were no questions.

MATTERS REQUIRING BOARD ACTION

A. Performance Agreement between Dauphin County (Parks & Recreation) and William Brennan – Celebrate Wildwood (September 25, 2016) - $1,400 and Overnight Accommodations.

B. Contract between Dauphin County (Parks & Recreation) and The Friends of Fort Hunter, Inc. regarding the Wine & Jazz Festival.

C. Satisfaction Piece for Jane W. Burrage on the property located at 1304 Bradley Avenue, Hummelstown, PA 17036 - $3,000.

D. Satisfaction Piece for Cheyenne M. Kresge and Andrew F. Johns on the property located at 104 Fairfield Street, Harrisburg, PA 17109 - $3,000.

E. Satisfaction Piece for Nicole A. Kundra on the property located at 6746 Huntingdon Street, Harrisburg, PA 17111 - $3,557.

F. Satisfaction Piece for Stephanie Y. White on the property located at 359 Hivner Road, Harrisburg, PA 17111 - $5,000.

G. Subordination Agreement for Eira Andrade on the property located at 3238 Hoffman Street, Harrisburg, PA 17110.

H. Request to Waive Penalties & Interest – Nancy Rhodes – Parcel #63-057-012 (613 Main Street) - $685.61.

I. Partial Refund of 2010-2016 Real Estate Taxes – Parcel #43-011-108 (900 Linden Lane) – Joe & Dawn Sager - $800.46.


K. Standard Consultant Agreement between Dauphin County (Prison) and Randy Paul & Associates, Inc. for HVAC equipment at the Prison.

L. Certificate of Acceptance and Acknowledgement of Assignment between Dauphin County (Public Safety) and Presidio.

M. Repository Bid received from Community Investment & Development LLC for Parcel #09-046-033 (126 Evergreen Street) - $500.00.

N. Approval for appraisal services of County Properties (Parcels #63-024-293, #63-024-131 and #63-024-294) – Noone & Associates - $1,500.
O. Shared Use Path Crossing Agreement between Dauphin County and Pennsylvania Department of Transportation for the upgrades of the crossings of the Greenbelt Shared Use Path with a state owned roadway in Dauphin County. *(Pulled)*

P. Satisfaction Piece for Amelia Starr on the property located at 3115 N. 6th Street, Harrisburg, PA 17110 - $1,500.

Q. Subordination Agreement for Michael A. Mattis on the property located at 331 Oak Hill Drive, Middletown, PA 17057.

R. Partial Refund of 2016 Real Estate Taxes – Parcels #62-019-010 (3215 Vesta Lane), #62-020-053 (3201 Vesta Lane), #62-020-054 (3203 Vesta Lane), #62-020-055 (3205 Vesta Lane), #62-020-122 (3204 Vesta Lane), #62-020-123 (3202 Vesta Lane) and #62-020-126 (1201 Diana Drive) – New Crooked Hill, Associates, LLP - $19,877.74.


T. Partial Refund of 2016 Real Estate Taxes – Parcel #63-066-031 (5961 Acorn Dr.) – Charles Schoell - $508.80.

U. **Amendment to** Purchase of Service Agreement between Dauphin County (AAA) and Beverly Christ.

V. Amendment #1 to Purchase of Service Agreement between Dauphin County (AAA) and the Heinz Menaker Senior Center.


X. Subsidized Legal Custodianship Agreement #2016-07.

Y. Needs Based Budget-Fiscal Submission.

Z. Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:
   1. DATAQUEST, Inc.
   2. Capital Area Behavioral Health Collaborative, Inc. (CABHC)
   3. SuperMedia LLC
   4. Colonial House, Inc.
   5. Spanish American Civic Association for Equality, Inc.
   6. Lower Dauphin Communities That Care, Inc.
   7. Pennsylvania Recovery Organizations Alliance, Inc.
   8. Hamilton Health Center, Inc.

AA. Amendment #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Naaman Center Inc.

BB. 2016 Non-Narcotic Medication Assisted Treatment (MAT) Pilot Program Grant Application to the Commonwealth of Pennsylvania Department of Corrections (PA DOC).

CC. Amendments to Purchase of Service Agreements between Dauphin County (MH/ID) and:
   1. PerformCare – Amendment #7
   2. Keystone Service Systems, Inc. – Amendment #1
DD. Amendments to Medical Assistance Transportation Program Agreements between Dauphin County (MH/ID) and:

1. Boyo Transportation Services, Inc. – Amendment #2
2. NHS Pennsylvania, Inc. t/d/b/a NHS Capital Region – Amendment #2

EE. Amendment #1 to Homeless Assistance Program Fund Agreement between Dauphin County (MH/ID) and Shalom House, Inc.

FF. Purchase of Service Agreement between Dauphin County and General Dynamics Information Technology, Inc.


HH. Preventative Maintenance Agreement between Dauphin County (Judicial Center) and Winter Engine-Generator Service, Inc. for the emergency generator.


KK. Signature Staffing – New Rate Sheet to include 3.5% surcharge for Affordable Care Act – health care coverage (Prison).

LL. Child Accounting & Profile System Application Service Provider Agreement between Dauphin County (Children & Youth) and Avanco International, Inc.

MM. Consulting Agreement between Dauphin County (Children & Youth) and Avanco International, Inc.

NN. Appointment of William Roberts, Jr. to the Dauphin County Housing Authority. Mr. Roberts term expires August 26, 2021.

OO. Training Packet.

**It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through OO listed above under Matters Requiring Board Action, noting that Item O was pulled and Item U is a Purchase of Service Agreement and not an Amendment.**

**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 Buchart Horn advising that Hershey U-Gro Learning Centre is applying to DEP for a NPDES Permit for a 31,500 square foot two story addition to the existing U-Gro Learning Centre and associated site improvements in Derry Township.

B. Notification from Penn E&R advising that PPL Electric is applying to DEP for a GP-11 Replacement of Water Obstruction Permit Registration for the HARR 50105 City Island Project.

C. Notification from Herbert, Rowland & Grubic, Inc. advising that Lower Paxton Township is applying to DEP for a Minor Landfill Modification to the Post-closure Land Use Plan to allow for the expansion of the existing compost facility and construction of a street sweeping pad and temporary stockpile area.

D. Notification from Penn E&R advising that UGI Central Penn Gas, Inc. is applying to DEP for a GP-5 Utility Line Stream Crossing Permit for the Spring Creek Crossing Project located in Derry Township.

E. Notification from Penn E&R advising that PPL Electric Utilities Corporation is applying to DEP for a GP-5 Utility Line Stream Crossing Permit Registration for the Clarks Creek Overhead Distribution Line Crossing Project in Middle Paxton Township.

F. Notification from GHD advising that the Lower Paxton Township Authority is applying to DEP for a GP-11 Permit to replace an existing 36” diameter RCP culvert that is located under Fenway Drive.

G. Notification from Red Barn Consulting, Inc. advising that Linford Snyder is applying to DEP for a NPDES Permit for the expansion of an existing poultry operation in Lykens Township.

H. Notification from NRG advising that they are submitting an application for Significant Modification to the Title V Operating Permit to DEP.

I. Notification from Penn E&R advising that PPL Electric Utilities Corporation is applying to DEP for a Revised GP-11 Replacement of Water Obstruction Permit for the HARR 50105 City Island Project.
PUBLIC PARTICIPATION

There was none.

Mr. Haste did note that the Retirement Board will convene at 10:35 a.m.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz