MEMBERS PRESENT

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

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Kay Lengle, Human Resources; August Memmi, Director of Community & Economic Development; Gerald Feaser, Jr., Director of Registration & Elections; Carl Dickson, Director of Parks & Recreation; Larry Moore, Parks & Recreation; George Connor, Community & Economic Development; Fred Lighty, Esq., Solicitor’s Office; Bruce Foreman, Esq., Solicitor’s Office; J. Scott Burford, Deputy Chief Clerk; Stacey Glickman, Controller’s Office; Laura Cullison, Controller’s Office; Jennifer Simpson, Court Administration; Donna S. Miller, Commissioners’ Office; Amy Harinath, Press Secretary; Helen Spence, Human Services; Ruby Doub, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

James Roxbury, Karl Singleton, Susan Wilson, Dontze Adams, Harold Brantley, Pastor Darnell Montgomery, Lavelle Muhammad, Rafiqua Muhammad, Joe Summervil and Donrico Colden

MINUTES
CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:06 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 January 4, 2016 Organization Meeting Minutes, the January 6, 2016 Workshop Meeting Minutes and the January 13, 2016 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the January 6, 2016 Salary Board Meeting Minutes and the January 13, 2016 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor reported that there were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

There was none.

SALARY BOARD

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

HUMAN RESOURCES

There were no questions on the Salary Board Packet

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

The Purchase Order Packet was distributed to the Commissioners. There was one add-on from last week – it was the video conferencing equipment in Maintenance, which is shared among IT, Court Administration and the MDJs (Pages 3, 4 and 7). In addition, Commissioner Haste approved two add-ons. One for Coroner, which is listed on Page 5 for drug testing kits. The second one is for IT with regard to a temporary help issue at EMA (Page 15). All budget adjustments were made.

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
January 27, 2016

- January 15, 2016 transferred $1,298,764.35 to the Payables account from the County’s Concentration account for checks issued that week.

- January 22, 2016 transferred $6,092,381.36 to the Payables account and $1,914,375.00 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $10,884,707.91

- Debt Service Payments since last report: $0.00

- Term Investments
  - 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: $1,381.42 rate 0.168%

- Balance today in BB&T Bank investment account #1390003149591: $12,440,141.92 rate 0.300%
• Balance today in First National Bank investment account #97014743: $9,614,862.61 rate 0.300%

• Balance today in Integrity Bank Money Market Checking account #2206001209: $6,434,562.23 rate 0.300%

• Balance today in Santander Bank investment account #9551017714: $3,079,108.04 rate 0.300%

• Balance today in Metro Bank investment account #539014068: $1,027,213.56 rate 0.300%


The investment rates have started to bump up .05 to .168. Mr. Yohe will shop around to see where the best rates are. The wires are high, but that is due to several checks hitting at one time. He will check with the Warden on the Members First Proposal. The County should not need to do a Tax Revenue Anticipation Note.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor stated that he has nothing to report unless there are questions of him. (There was none.)

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

Mr. Curcillo asked that Item J be conditionally approved upon delivery of a Payment and Performance Bond that meets his office’s satisfaction. Everything else is ready.

MATTERS REQUIRING BOARD ACTION

A. Purchase of Service Agreements between Dauphin County (Children & Youth) and:

1. Jessica E. Smith, Esq.
2. Fawn E. Kehler, Esq.
3. The Children’s Home of Easton, Inc.

B. Adoption Assistance Agreements #2016-01, #2016-02 and #2016-03.

C. Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Temple University of the Commonwealth System of Higher Education, Inc.

D. Health Care Quality Unit Agreement between Dauphin County (MH/ID) and the Cumberland-Perry Mental Health/Intellectual and Developmental Disabilities Office.

E. Fee Proposal from Buchart Horn for a rebid of the Administration Building Elevator Replacement Project.
F. State and Local Government Single Schedule Lease Purchase Agreement (Lease #10312000032) between Dauphin County (IT) and Hewlett-Packard Financial Services Company for the 3Par storage equipment.

G. Performance Agreement between Dauphin County (Parks & Recreation) and Charlie Smith – Fundamentals of Digital Photography (June 11, July 9, August 13, September 10 and October 15, 2016) - $200 per participant.

H. Subordination Agreement for Dana L. Smith on the property located at 2443 N. 5th Street, Harrisburg, PA 17110.

I. Performance Agreement between Dauphin County (Parks & Recreation) and Millicent Sparks Productions, Inc. – Black History School Program (February 18, 2016) - $4,500.04.

J. Agreement between Dauphin County (Parks & Recreation) and Farhat Excavating, LLC for the Fort Hunter Service Station & Heckton Church Land Development Project.

K. Amendment to Independent Contractor Agreement between Dauphin County and Message Prose, LLC, Jack Sherzer.

L. Gypsy Moth Suppression Program Agreement between Dauphin County (Conservation District) and the PA Department of Conservation and Natural Resources.


N. Budget Amendments for the quarter ending December 31, 2015.

O. Platinum Service Agreement between Dauphin County (Facilities Maintenance) and ThyssenKrupp Elevator Company for the Olewine Nature Center.

P. Platinum Service Agreement between Dauphin County (Facilities Maintenance) and ThyssenKrupp Elevator Company for the EMA Building.

Q. Alarm System Agreement between Dauphin County (Probation Services) and Choice Security Services, LLC for the period January 1, 2016-December 31, 2018.

R. Amendment to Agreement for Testing Services between Dauphin County (Prison) and Richard F. Small, Ph.D.

S. Addendum to Product & Services Agreement between Dauphin County (EMA) and CenturyLink Sales Solutions, Inc.

T. State Fiscal Year 2015/2016 Hazardous Material Response Fund Grant Agreement between Dauphin County (EMA) and PA Emergency management Agency.

U. Purchase of Service Agreement between Dauphin County (MH/ID) and McNamee Strategic Consulting LLC.
V. Subrecipient Agreement between Dauphin County and West Hanover Township for Smith and Hoffman Culvert Replacements Construction Improvements Project.

W. Amendment #1 to Subrecipient Agreement between Dauphin County and Millersburg Borough for Storm Sewer Relocation.

X. Representation Letter and Fee Agreement between Dauphin County and Salzmann Hughes, P.C.

Y. Addendum to Prison Chaplaincy Service Agreement between Dauphin County (Prison) and Christian Churches United.

Z. Ordinance #2-2016 – $5 Vehicle Registration Fee.

AA. Bailment Agreement between Dauphin County (Treasurer's Office) and Harry Welker, Tax Collector for Lykens Township.

BB. Proposal from Zelenkofske Axelrod LLC to assist Dauphin County in implementing the Sub-recipient Monitoring Implementation Plan.

CC. Strike-off of County Taxes for Parcel #02-006-027 (309 S. River Street) – Dauphin County Historical Society.

DD. Appointment of Phyllis Dew to the Dauphin County Drug and Alcohol Advisory Board. Ms. Dew's term will expire December 31, 2018.

EE. Training Packet.

Mr. Haste noted that Item J is conditional approval.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through EE, noting that Item J is conditionally approved pending receipt of a Payment and Performance Bond that meets the Solicitor’s Office requirements.

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 GHD advising that the Lower Paxton Township Authority is applying to DEP for a Water Quality Management Permit for the Parkchester Pump Station Force Main project in Lower Paxton Township.

B. Notification from Glace Associates, Inc. advising that the Halifax Area Water and Sewer Authority is applying to DEP for a NPDES Part II Water Quality Management Permit for 2016 improvements to the main pumping station.

C. Notification from Herbert, Rowland & Grubic, Inc. advising that Lower Paxton Township is applying to DEP for General Permits #11 and #8 for the Jonestown Road Bridge Replacement Project in Lower Paxton Township.

D. Notification from Herbert, Rowland & Grubic, Inc. advising that Suez Water Pennsylvania, Inc. (formerly United Water Pennsylvania, Inc.) is applying to DEP for a Water Allocation Permit Renewal for their water system.

E. Receipt of a letter from the Susquehanna River Basin Commission advising that they received the County’s letter and have reviewed the following project - Request for Release of Grant Funds, Union House Apartments, Union House Apartments LP (Home Leasing, LLC) 580, 582, 600, 601, 606 Main Street, Lykens, PA 17048, Borough of Lykens, Dauphin County, Pennsylvania and have no comments.

F. Notification from FirstEnergy advising that Metropolitan Edison Company has filed a Letter of Notification for the Copperstone-Middletown Jct. 230 kV HV Transmission line Loop to Sunoco Substation Project with the PA Public Utility Commission. This project is located in Londonderry Township.

G. Notification from TeamAg advising that Noah W. Kreider & Sons, LLP are applying to DEP for the renewal of their NPDES Permit for a concentrated animal feeding operation in Lower Swatara Township.

PUBLIC PARTICIPATION

Pastor Darnell Montgomery of Bethel AME Church and Lavelle Muhammad representing the Honorable Minister Louis Farakhan for Central Pennsylvania spoke with regard to matters wherein they expressed personal concern about Mr. Haste and Mr. Hartwick regarding non-county business and/or activity.

The Retirement Board will convene at 10:45 a.m.

ADJOURNMENT

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