MEMBERS PRESENT

Jeff Haste, Chairman
George P. Hartwick, III, Secretary

Mike Pries, Vice Chairman (ABSENT)

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Fred Lighty, Esq., Solicitor’s Office; Jennifer Simpson, Court Administration; Donna S. Miller, Commissioners’ Office; Amy Harinath, Press Secretary; J. Scott Burford, Deputy Chief Clerk; Steve Libhart, Director of Public Safety; Gerald Feaser, Jr., Director of Registration & Elections; Randy Baratucci, Director of Purchasing; Mary Brigh Lavery, Commissioners’ Office; Greg Schneider, Budget & Finance; Laura Cullison, Controller’s Office; Colin Zwally, Commissioners’ Office; Kay Lengle, Human Resources; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office; Ruby Doub, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Daniel Long and James Roxbury

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:12 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. Haste that the Board approve the May 25, 2016 Workshop Meeting Minutes, the June 1, 2016 Legislative Meeting Minutes and the June 1, 2016 Public Hearing Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Hartwick that the Board approve the June 1, 2016 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Daniel Long, P.E., Herbert, Rowland & Grubic, Inc.

1. Dauphin County Sign Database and Retro-reflectivity Study

Mr. Long reported that he is here to explain why and where it is going. The Federal Highway Administration (FHWA) requires all agencies who own signs to establish and implement a sign management plan to maintain minimum levels of retro-reflectivity, or the amount of light a sign bounces back to a driver in low light conditions. The County is subject to these regulations, because the County owns the warning and regulatory signs located at each County owned bridge. Herbert, Rowland & Grubic compiled a database of regulatory and warning signs located at the various County and locally owned bridges within Dauphin County that are part of the Dauphin County NBIS Bridge Inspection Program. As part of the plan, owners are required to replace any sign that is identified as not meeting the established minimum retro-reflectivity levels. There were four County owned signs that were deficient and eight locally owned bridges that were deficient. He indicated that HRG could send out a letter to the municipalities to make them aware that the signs are deficient.
The Commissioners indicated that the County had agreed earlier to HRG sending out a letter. He would like to see that the repairs/purchase of signs be coordinated with the municipalities in question, which hopefully would result in cost savings. The Board asked about the timeline.

Mr. Long indicated that that is no specific timeframe. They plan on correcting the deficiencies when they to the bridge maintenance project.

The Commissioners asked that a letter be prepared regarding the replacement plan to the municipalities in question.

**SALARY BOARD**

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

**HUMAN RESOURCES**

Mr. Hartwick asked that Items #8 and #17 be pulled for a future date.

*It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve the Personnel Packet, with the exception of Items #8 and #17, which are being pulled.*

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

**PURCHASE ORDERS**

There were no questions on the Purchase Order Packet.

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

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

**REPORT FROM BUDGET & FINANCE – GREG SCHNEIDER**

Mr. Schneider provided the following Report:

**Report from the Office of Budget & Finance**

**June 15, 2016**

- **June 3, 2016** transferred **$1,139,879.57** to the **Payables** account from the County’s Concentration account for checks issued that week.
- **June 10, 2016** transferred $2,350,085.33 to the Payables account and $2,018,220.82 to the Payroll account from the County’s Concentration account for checks issued that week.

- **Wire Payments since last report:** $576,937.68

- **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:** $1,382.51 rate 0.273%

- **Balance today in BB&T Bank investment account #1390003149591:** $19,854,108.55 rate 0.300%

- **Balance today in First National Bank investment account #97014743:** $10,6661,618.84 rate 0.500%

- **Balance today in Integrity Bank Money Market Checking account #0206001209:** $32,670,284.67 rate 0.500%

- **Balance today in Santander Bank investment account #9551017714:** $19,886,918.67 rate 0.500%

- **Balance today in Customers Bank investment account #6459102:** $5,029,932.63 rate 0.500%


**REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR**

Mr. Saylor had nothing to report and no questions were asked.

**SOLICITOR’S REPORT – FRED LIGHTY, ESQ.**

Mr. Lighty reported that all items on the Agenda requiring review by the Solicitor’s Office are ready for consideration.
MATTERS REQUIRING BOARD ACTION

A. Agreement between Dauphin County (Public Safety – South Central Task Force) and Dell Marketing, LP for all software components related to the WebEOC Incident Management System.

B. Amendment #3 to the Inmate Telephone Vending Agreement between Dauphin County (Prison) and DSI-ITI, Inc.

C. Representation Agreement between Dauphin County and Marcus & Millichap for the property at the corner of South 28th Street and Paxton Street.

D. Representation Agreement between Dauphin County and Marcus & Millichap for the properties at 2885 Paxton Street, 2853 Paxton Street and 3273 Paxton Street.

E. Purchase of Service Agreement between Dauphin County (Probation Services) and New Passages, Inc.

F. State and Local Government Master Operating Lease Agreement, Schedule #1031080000067 for PCs and laptops for various County offices.

G. Stipulation of Settlement – Pennsylvania State Employees Federal Credit Union - Parcel #14-041-110 (1 Credit Union Place) – Docket #2014-CV-5773-TX.

H. Commercial Sales Agreement between Dauphin County (Public Safety) and TYCO Integrated Security for fireworks software upgrade.

I. Independent Contract between Dauphin County (Parks & Recreation) and Rasheeda Fussel – Brew Fest (July 16, 2016) - $125.00.

J. Independent Contract between Dauphin County (Parks & Recreation) and Samantha Latham – Brew Fest (July 16, 2016) - $125.00.

K. Independent Contract between Dauphin County (Parks & Recreation) and Trey Buoy – Brew Fest (July 16, 2016) - $125.00.

L. Independent Contract between Dauphin County (Parks & Recreation) and Stephanie Barnes – Brew Fest (July 16, 2016) - $125.00.

M. Independent Contract between Dauphin County (Parks & Recreation) and Anna Nielsen – Brew Fest (July 16, 2016) - $125.00.

N. Independent Contract between Dauphin County (Parks & Recreation) and Breagan Moore – Brew Fest (July 16, 2016) and Cultural Fest (August 5, 2016) - $125.00 each.

O. Independent Contract between Dauphin County (Parks & Recreation) and Larondo Tucker – Brew Fest (July 16, 2016) and Cultural Fest (August 5, 2016) - $125.00 each.

P. Independent Contract between Dauphin County (Parks & Recreation) and Wes Alexander – Brew Fest (July 16, 2016) and Cultural Fest (August 5, 2016) - $125.00 each.

Q. Independent Contract between Dauphin County (Parks & Recreation) and Tyna Warren – Cultural Fest (August 5, 2016) - $125.00.
R. Independent Contract between Dauphin County (Parks & Recreation) and Carmen Corkle – Cultural Fest (August 5, 2016) - $125.00.

S. Amendments to Purchase of Service Agreements between Dauphin County (AAA) and:
1. Elizabeth R. DeSousa – Amendment #1
2. Cumberland-Dauphin-Harrisburg Transit Authority t/d/b/a Capital Area Transit – Amendment #1

T. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
1. Mazzitti and Sullivan EAP Services, Inc.
2. The Bair Foundation of Pennsylvania
3. Diakon Child, Family and Community Ministries
4. NHS Pennsylvania
5. NHS Youth Services, Inc.
6. Pressley Ridge

U. Addendum #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Alternative Rehabilitation Communities, Inc.

V. Adoption Assistance Agreements #2016-12, #2016-13 and #2016-14.

W. Amendment #1 to Adoption Assistance Agreement #2016-04.

X. Subsidized Legal Custodianship Agreement #2016-05.

Y. Addendums to Purchase of Service Agreements between Dauphin County (Drugs & Alcohol) and:
1. Lower Dauphin Communities That Care, Inc. – Addendum #1
2. Halifax Communities That Care, Inc. – Addendum #1

Z. Amendments to Purchase of Service Agreements between Dauphin County (MH/ID) and:
1. Aspirations LLC – Amendment #1
2. Joanna K. Karns, MT-BC – Amendment #1
3. PA Lifesharing LLC – Amendment #1
4. Century Medical Response, Inc. – Amendment #1
5. Jessica Gazsi, PT, DPT – Amendment #1
6. Julie Granito, MA, CCC-SLP – Amendment #1
7. Keon Enterprises LLC – Amendment #1
8. Pennsylvania Psychiatric Institute – Amendment #1
9. Karen K. Reale, OTR/L – Amendment #1
10. 106 Walnut Law Offices – Amendment #1
11. HELP Services, Inc. – Amendment #1
12. Sovia Therapy LLC – Amendment #1

AA. 2016 Emergency Solutions Grant Application.

BB. Resolution #21-2016 authorizing the filing of a proposal for Emergency Solutions Grant funds with the Commonwealth of Pennsylvania Department of Economic Development.

CC. Program Management Agreement between Dauphin County and Pennsylvania Department of Agriculture for the Emergency Food Assistance Program (TEFAP).
DD. Request to waive 2015 County & County Library penalties and cost – Parcel #45-007-012 (690 Center St.) – Bridget Gluz-Wenner - $75.94.

EE. Purchase of Service Agreement between Dauphin County (Probation Services) and TRIAD Treatment Specialist, Inc.

FF. Sub-Grant Agreement between Dauphin County and Child Care Network, Inc.

GG. Repository Bid received from Brandon J. Cruz for Parcel #09-068-017 (1433 Vernon Street) - $500.00.


MM. Repository Bid received from Apolonio C. Cruz for Parcel #02-048-037 (1526 Naudain Street) - $500.00.

NN. Subcontractor Agreement between Dauphin County (Prison) and Tri-County Opportunities Industrialization Center, Inc.

OO. Resolution #22-2016 authorizing the execution of a Shared-Use Trail Maintenance Agreement between Dauphin County (Parks & Recreation) and PA Dept. of Transportation.

PP. Agreement for Payment in Lieu of Taxes between Dauphin County and Pinnacle Health Hospitals for Harrisburg properties.

QQ. Subrecipient Agreement between Dauphin County and Lykens Borough Authority for the Wiconisco Creek Interceptor Lining Project.

RR. Subrecipient Agreement between Dauphin County and Steelton Borough for a Codes Enforcement Project.

SS. Youth Employment Program Agreement between Dauphin County and ResCare Workforce Services, Inc.

TT. Amendment #1 to the Inmate Telephone Vending Agreement between Dauphin County (Work Release) and DSI-ITI, Inc.

UU. Training Packet.
It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve Items A through UU, with the exception of Item #23 of the Training Packet (UU).

Question: Mr. Haste – 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 Raudenbush Engineering, Inc. advising that Cramer Airport Parking is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a new auto body repair and painting shop at an existing auto park.

B. Receipt of a copy of a letter from PA DEP to National Stone, LLC advising that Permit #22162801 for Small Noncoal Operations at the Blue Mountain Stone #2 Operation in West Hanover Township is granted pursuant to application dated February 8, 2016 in accordance with Act 219, the Noncoal Surface Mining Conservation and Reclamation Act.

C. Receipt of a copy of a letter from PA Dep to National Stone, LLC advising that Permit #22162802 for Small Noncoal Operations at the Blue Mountain Stone #1 Operation in West Hanover Township is granted pursuant to application dated February 8, 2016 in accordance with Act 219, the Noncoal Surface Mining Conservation and Reclamation Act.

D. Notification from Herbert, Rowland & Grubic, Inc. advising that West Hanover Township is applying to DEP for a General Permit #3, a Water Obstruction and Encroachment Permit for the Beaver Creek/Piketown Road Streambank Stabilization.

E. Notification that Dauphin Meadows, Inc. is applying to DEP for a Minor Permit Modification – Groundwater Monitoring Well Replacement at Fulkroad Landfill in Upper Paxton and Washington Townships.

F. Notification from Pennsy Supply advising that they have submitted an application to DEP for renewal of a State Only Operating Permit at the Fiddler Elbow North Quarry, Permit No. 22-03046.
G. Notification from K&W advising that Robert Mumma is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of Beaufort Terrace in Susquehanna Township.

H. Notification from R. J. Fisher & Associates, Inc. advising that they are applying to DEP for a General Permit 11 – Stream Channel Repair Plan set for 100 North Cameron Street, Harrisburg.

I. Notification from Glace Associates, Inc. advising that Donna M. Stroup is applying to DEP for a NPDES Part I Permit, Water Quality Management (Part II) Permit and a Chapter 105 Water Obstruction and Encroachment Permit for a small flow sewage treatment plant in Upper Paxton Township.

J. Notification from H. Edward Black and Associates, Ltd. advising that Lower Paxton Township is applying for an Act 13 Marcellus Legacy Fund, “Greenways, Trails and Recreation Program” Grant for the Brightbill Park Phase 2 construction of an open air amphitheater with stage roof, stage lighting, electric panel enclosure, railing, restroom renovations with paved access and landscaping.

K. Notification from Hoover Engineering Services, Inc. advising that AV Flight is applying to DEP for a NPDES Permit for stormwater discharges associated with the development of a 30,000 square foot hanger and 5,000 square foot office building in Lower Swatara Township.

L. Notification from Hoover Engineering Services, Inc. advising that JST (U.K.) Limited is applying to DEP for a NPDES Permit for stormwater discharges associated with the development of a 64,800 square foot manufacturing facility in Swatara Township.

**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; motion carried.

Transcribed by: Richie-Ann Martz