DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

JUNE 29, 2016
10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Janis Creason, Treasurer; Fred Lighty, Esq., Solicitor’s Office; Nick Chimienti, Sheriff; Steve Libhart, Director of Public Safety; Mike Yohe, Director of Budget & Finance; Shirley Keith-Knox, MH/ID; Randie Yeager, Director of Human Services; Randy Baratucci, Director of Purchasing; Jennifer Simpson, Court Administration; Amy Harinath, Press Secretary; Mary Brigh Lavery, Commissioners’ Office; Colin Zwally, Commissioners’ Office; Melissa Bradley, Human Resources; Kay Lengle, Human Resources; Donna S. Miller, Commissioners’ Office; Eric Naguski, Director of Conservation District; Chris Hooper, Conservation District; J. Scott Burford, Deputy Chief Clerk; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Tim Reardon, Kerry Wevoda, Pam Forman and John Wiesniewski

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 June 8, 2016 Workshop Meeting Minutes and the June 15, 2016 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Hartwick that the Board approve the June 15, 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. Kerry L. Wevodau, Development Director, Susquehanna Service Dogs
   Pam Foreman, Director, Susquehanna Service Dogs
   John Wiesniewski, Client, Susquehanna Service Dogs

   1. Highlight of the Program

Ms. Foreman thanked the Commissioners for their sponsorship. The puppies that are here will all become service dogs. It starts before this stage. Breeding lines are shared. They are looking for puppy huggers, puppy sitters, puppy raisers or helpers at events and activities. The cost to raise, train, place and follow a Susquehanna Service dog is approximately $25,000. Sponsorships are available based on financial need. As a non-profit program, Susquehanna Service Dogs (SSD) is totally dependent on charitable support. Over 260 dogs have been placed and there are 139 working teams. Susquehanna Service Dogs has placed dogs throughout Pennsylvania and surrounding states. Not all dogs become service dogs. Those that do not become service dogs may go to the CIA, State Police or other government entity. Dogs that make it are placed with children and adults living with mobility, hearing and psychiatric disabilities, including military veterans and individuals with autism. SSD also trains facility dogs for courtrooms, classrooms and other public settings.
Mr. Wiesniewski indicated that he was in the Navy and when he was discharged he had severe social anxiety. Two years ago he would not have been at this meeting. When he found the Susquehanna Service Dogs and they began working with him, his life has changed. He cannot thank them enough for their help.

Ms. Foreman provided some details on Mr. Wiesniewski’s dog “Slate” and how they became partners.

Mr. Pries noted that the County provided a $50,000 grant.

Mr. Hartwick indicated that the men and women that serve this country should receive a level of support regardless of their means. The vet and his/her dog form a partnership.

Mr. Wiesniewski stated that in the military you have bond and when he left the military Slate became that bond. Slate can feel and sense when his anxiety goes up. Slate has made a difference in his life.

**HUMAN RESOURCES**

Ms. Lengle asked that Item #14 be pulled. There were no questions.

**It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Personnel Packet, noting that Item #14 is pulled.**

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

**PURCHASE ORDERS**

Mr. Baratucci reported that he has an additional Requisition to add to the Packet. It is for Voter Registration for a mailer that they doing. The oversight Commissioner approved to add it to the Packet.

**It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Purchase Order Packet as amended to include the Requisition from Voter Registration.**

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

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

Mr. Yohe provided the following Investment Report:

*Report from the Office of Budget & Finance
June 29, 2016*
• **June 17, 2016** transferred $3,825,692.27 to the **Payables** account from the County’s Concentration account for checks issued that week.

• **June 24, 2016** transferred $5,485,274.31 to the **Payables** account and $1,886,176.20 to the **Payroll** account from the County’s Concentration account for checks issued that week.

• **Wire Payments since last report:** $5,220,154.03

• **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% - maturates 10/13/16
  - 5/11/16 - $5,000,000.00  6-month FHL CD – Customers Bank – 0.70% - maturates 11/08/16
  - 5/12/16 - $5,000,000.00  6-month CDARS CD – Customers Bank – 0.70% - maturates 11/10/16

• **Balance today in PA INVEST account #2100017144860:** $1,382.51  rate 0.289%  

• **Balance today in BB&T Bank investment account #1390003149591:** $16,854,108.55  rate 0.300%  

• **Balance today in First National Bank investment account #97014743:** $10,661,618.84  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:** $19,894,570.62  rate 0.500%  

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

**No T.R.A.N. Line of Credit required for 2016.**

**Adoption of FY 2016-2017 Budget**

Mr. Yohe indicated that there was one minor change to the FY 2016-2017 Budget. There was a slight decrease in the Adult Probation Supervision Fee Program. These funds run July 1 to June 30. These figures are contingent on the State’s approved budget.

Mr. Hartwick stated that the State budget hopefully will be passed on time. They are trying to find additional revenue sources. He commended the directors. This year they
will be working on a project where there will be no multi-departments. The departments will be able to access client’s data wherever they are engaged in the system. Unfortunately, this will not happen overnight. It will take two to three years to implement.

He also reported that the State will be issuing a full license to the Children & Youth Agency. He gave credit to the staff, leadership, the Human Services Director’s Office and Annmarie Kaiser.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board adopt the Fiscal Year 2016-2017 Budget.

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

Mr. Yohe noted that the Budget will be posted to the website.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor noted that Item MM, the Pension Board will be paying ZA for their cost of the audit. It is a small savings to the General Fund.

SOLICITOR’S REPORT – FRED LIGHTY, ESQ.

Mr. Lighty noted that the items requiring Solicitor’s Office review are ready for consideration. There are a lot of items for human services.

Mr. Hartwick commended Mr. Lighty for the preparation of all the contracts. The contracts are contingent on the approval of a State Budget.

MATTERS REQUIRING BOARD ACTION

A. Purchase of Service Agreements between Dauphin County (AAA) and:

1. Arcturus Home Care, LLC
2. Alma Health, LLC
3. Michele’s Establishment, Inc.
4. ProStat, Incorporated
5. Emerald Senior Services, LLC
6. Norma J. Murphy
7. BRY & WMS Medical Inc., t/d/b/a ComForCare Senior Services – Central PA
8. Pinnacle Health Medical Services
9. Harrisburg Home Health Holdings t/d/b/a Angels on Call, LTD.
10. The ARC of Cumberland and Perry Counties t/d/b/a Life Time Adult Day Care
11. At Home Personal Care, LLC
12. Jennicare Home Health Services, LLC
13. Susquehanna Seniors, LLC t/d/b/a Senior Helpers
14. Masonic Villages of the Grand Lodge of Pennsylvania
15. Safe Haven Skilled Services, LLC
17. International Service Center
18. Patricia Dodd
19. Elizabeth R. DeSousa
20. Visiting Nurse Association of Central Pennsylvania, Inc. (RN)
22. Amanda L. Hernandez
23. All Hands Home Care, LLC
24. Yoffe & Yoffe, P.C.
25. Messiah Lifeways Community Support Services
26. ADDUS Healthcare, Inc.
27. Lifeline Systems Company
28. Connect America.Com, LLC
29. Widener University
30. Integrated Wellness Consultants, Inc.
31. Abel Personnel, Inc.
32. Jeanne Benfante
33. Portraits of Life Adult Day Care Services, Inc.
34. Bayada Home Health Care, Inc.
35. VNA Private Duty, Inc.
36. Jewish Family Service of Greater Harrisburg, Incorporated
37. The Medical Bureau of Harrisburg, Inc.
38. Neighborhood Services of Lancaster, Inc.

B. Senior Center Grant Agreements between Dauphin County (AAA) and:

1. Heinz-Menaker Senior Center, Inc.
2. Millersburg Area Senior Center Advisory Board
3. Capital Area Late Start t/d/b/a The Rutherford House
4. Jewish Federation of Greater Harrisburg, Incorporated

C. Community-Based Volunteer Transportation Agreements between Dauphin County (AAA) and:

1. Londonderry VIP
2. Elder Express
3. Lower Paxton Township Senior Citizens Transportation
4. Autumn Leaves East Hanover
5. Dauphin Area Senior Transit (D.A.S.T.)
6. S.E.B.O.S. – Steelton/Enhaut/Bressler/Oberlin/Swatara Transportation Group
7. West Hanover Township Senior Van Service
8. Senior Citizens Council of Derry Township

D. Purchase of Service Agreements for FY 2015/2016 between Dauphin County (Children & Youth) and:

1. 120 Rider Avenue Operating Company, LP t/d/b/a Pediatric Specialty Care at Lancaster
2. 3300 Henry Avenue Operating Company, LP t/d/b/a Pediatric Specialty Care at Philadelphia
3. The Devereux Foundation
5. National Mentor Healthcare, LLC t/d/b/a Pennsylvania Mentor
6. United Methodist Home for Children, Residential Care, Inc.

E. Purchase of Service Agreements for FY 2016/2017 between Dauphin County (Children & Youth) and:
1. Geo W. Weaver & Son, Inc.
2. Commonwealth Clinical Group, Inc.
3. International Service Center
4. Pediatric Services of America, Inc. t/d/b/a PSA HealthCare
5. Sleber Associates, P.C.
6. Joseph Green
7. Dr. Dawn Gullette-Crosson, Psy.D.
8. Rocco Manfredi, MD
9. Aa to Zz Child Care and Learning Center, Inc.
10. Alternative Rehabilitation Communities, Inc.
11. Archie Group, LLC
12. Bethany Christian Services of Central Pennsylvania
13. Easter Seals Western and Central Pennsylvania
14. Halifax United Methodist Church, Inc.
15. Martin Luther King Community Development Corporation
16. New Love in Christ Church
17. Pennsylvania Counseling Services, Inc.
18. Pressley Ridge
19. Samara: The Center for Individual and Family Growth
20. The Boys and Girls Club of Central Pennsylvania, Inc.
21. The Medical Bureau of Harrisburg, Inc.
22. Valley Youth House Committee
23. YWCA of Greater Harrisburg
24. Hempfield Behavioral Health, Inc.
25. Family Design Resources, Inc.

F. Addendum #2 to Purchase of Service Agreement between Dauphin County (Children & Youth) and The Glen Mills Schools, Inc.

G. Purchase of Service Agreements for FY 2015/2016 between Dauphin County (Drugs & Alcohol) and:

   1. Reginald Hunter
   2. Frances Lavender

H. Purchase of Service Agreements for FY 2016/2017 between Dauphin County (Drugs & Alcohol) and:

   1. Alder Health Services, Inc.
   3. Nasr Consultant Group, Inc.
   4. Contact Helpline, Inc.
   5. Naaman Center, Inc.
   6. Daystar Center for Spiritual Recovery, Inc.
   7. Reginald Hunter
   8. Gaudenzia, Inc.
   9. Frances Lavender
   10. Substance Abuse Services, Inc. t/d/b/a The Rase Project
   11. Advanced Treatment Systems, LLC
   12. Eagleville Hospital, Inc.
   13. Center for Behavioral Health H.A., LLC
   15. Firetree, Ltd.
17. Pennsylvania Counseling Services, Inc.
18. Pyramid Healthcare, Inc.
19. Treatment Trends, Inc.
20. T.W. Ponessa & Associates Counseling Services, Inc.
21. White Deer Run, Inc.
22. Mazzitti & Sullivan Counseling Services, Inc.
23. Shalom House, Inc.
24. Clear Brook, Inc.
25. YWCA of Greater Harrisburg, Inc.

I. Amendments to Purchase of Service Agreements between Dauphin County (Drugs & Alcohol) and:

1. Mazzitti and Sullivan Counseling Services, Inc. – Amendment #2
2. Gaudenzia, Inc. – Amendment #1
3. Harrisburg Area YMCA, Inc. – Amendment #1

J. Purchase of Service Agreements between Dauphin County (MH/ID) and:

1. AHEDD
2. The ARC of Cumberland and Perry Counties
3. Arcturus Home Care LLC
4. Bry & Wms Medical, Inc. t/d/b/a ComForcare Senior Services
5. Care for People Plus, Inc.
6. Central Pennsylvania Supportive Services, Inc.
7. Century Medical Response, Inc.
8. Commonwealth Clinical Group, Inc.
9. The Cornerstone Agency of PA, Inc.
10. Cumberland-Dauphin-Harrisburg Transit Authority t/d/b/a Capital Area Transit
11. Goodwill Keystone Area
12. International Service Center
13. Keon Enterprises LLC
14. NAMI PA – NAMI Dauphin County
15. Paxton Street Home Benevolent Society, Inc. t/d/b/a Paxton Ministries
17. Riverside Associates PC
19. Center for Independent Living of Central Pennsylvania
20. Contact Helpline
21. Dauphin County Pretrial Services
22. Easter Seals Western and Central Pennsylvania
23. The Medical Bureau of Harrisburg
24. Melmark, Inc.
25. PA Lifesharing LLC
26. Aurora Social Rehabilitation Services
27. Building Blocks Therapy LLC
28. Community Services Group, Inc.
29. Merle J. Crawford, MS, OTR/L, LLC
30. Jessica Gazsi, PT, DPT
31. Julie E. Granito, MA, CCC-SLP
32. Housing Authority of the County of Dauphin
33. Pennsylvania Counseling Services, Inc.
34. Pennsylvania Psychiatric Institute
35. Bonnie Quackenbush, MA, CCC-SLP
36. TMB Developmental Therapy & Infant Massage, Inc.
37. Youth Advocate Programs, Inc.
38. Lawrence J. Vuxta
39. Goodwill Keystone Area, Inc. (Project Search)
40. 106 Walnut Law Offices
41. The Advocacy Alliance
42. The ARC of Dauphin County
43. Aspirations LLC
44. Central PA Therapy Connections LLC
45. Elwyn
46. Gaudenzia, Inc.
47. Joanna K. Karns, MT-BC
48. Keystone Autism Services
49. Living Unlimited, Inc.
50. Playtime Therapy LLC
51. The Presbyterian Church of Harrisburg
52. Pressley Ridge
53. United Cerebral Palsy of Central Pennsylvania, Inc.
54. Barbara Weber, MS, CCC-SLP, BCBA
55. YWCA of Greater Harrisburg
56. Camp Smiles at Grace LLC
57. Dinnah Mitro, PT
58. NHS Pennsylvania, Inc. t/d/b/a NHS Capital Region
59. Pediatric Physical Therapy, Inc.
60. Cherie M. Rodgers, MA, SLP-CCC
61. Sovia Therapy LLC
62. Special Event Emergency Services, Inc. t/d/b/a Mid-State Health Partners
63. Volunteers of America of Pennsylvania, Inc.
64. Clear Communications LLC
65. Lynn Cummings, MS, CCC-SLP
67. Karen K. Reale, OTR/L
68. SpeechCare, Inc.
69. Therapy Resource Center LLC
70. Wellspan Philhaven t/d/b/a Philhaven
71. Fauzia Sheikh, M.D.
72. George Shultz, Esq.
73. JG Early Intervention Specialists, Inc.
74. Pinnacle Health Hospitals
75. James M. Petrescu, Esq.
76. Thomas E. Fink, Ph.D.
77. CMU
78. Patch-n-Match, Inc.
K. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/ID) and Merle Crawford, MS, OTR/L, LLC.

L. Medical Assistance Transportation Program Agreements between Dauphin County (MH/ID) and:
   1. Boyo Transportation Services, Inc.
   2. Cumberland-Dauphin-Harrisburg Transit Authority t/d/b/a Capital Area Transit
   3. Center for Community Building, Inc.
   4. NHS Pennsylvania t/d/b/a NHS Capital Region
   5. Pediatria HealthCare, LLC t/d/b/a Pediatria HealthCare for Kids
   6. Wellspan Philhaven t/d/b/a Philhaven

M. Homeless Assistance Program Fund Agreements between Dauphin County (MH/ID) and:
   1. Brethren Housing Association
   2. Christian Churches United of the Tri-County Area
   3. Shalom House
   5. YWCA of Greater Harrisburg
   6. Gaudenzia, Inc.

N. Administrative Agreement between the County of Dauphin (MH/ID) and the Capital Area Behavioral Health Collaborative, Inc.

O. Comprehensive Management Services Agreement between the Counties of Cumberland, Dauphin, Lancaster, Lebanon and Perry and Community Behavioral Health Care Network of Pennsylvania, Inc. t/d/b/a PerformCare.

P. Infants, Toddlers and Families Medicaid Waiver Operating Agreement between the Pennsylvania Department of Human Services Office of Child Development & Early Learning and Dauphin County.

Q. Emergency Solutions Grant Budget Modification #2.

R. Human Services Development Fund (HSDF) Agreement between Dauphin County and the Central Pennsylvania Food Bank, Inc.

S. Representation Agreement between Dauphin County and Marcus & Millichap Real Estate Investment Services for 1251 S. 28th Street, Harrisburg.

T. Performance Agreement between Dauphin County (Parks & Recreation) and Steven Rudolph – Fort Hunter Day (September 18, 2016) - $1,000.

U. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Katie Hornberger – Brew Festival (July 16, 2016) - $125.00.

V. Master Lease Agreement between Dauphin County (IT) and Dell Financial Services, LLC for the acquisition of computer hardware.

W. Letter of Support for PEMA Grant Application for funding under the regionalization monies retained from the 9-1-1 funds.

X. Agreement between Dauphin County (Probation Services) and Commonwealth Clinical Group, Inc.
Y. Agreement between Dauphin County (Probation Services) and Pennsylvania Counseling Services, Inc.

Z. Amendment #1 to Subrecipient Agreement between Dauphin County and Royalton Borough for PA Canal Drainage Improvement Project.

AA. Refund of 2016 Real Estate Taxes – Parcel #05-036-047 (1215 N. 3rd St.) – Lawrence Grady - $539.61.

BB. XO Service Order Agreement between Dauphin County and XO Communications Services, Inc.

CC. Satisfaction Piece for Drew L. Wetzel on the property located at 305 Main Street, Lykens, PA 17048 - $2,531.00.

DD. Repository Bid received from Carol Griffin for Parcel #08-008-033 (1705 Apricot Street) - $500.00.

EE. Repository Bids received from Chante' Jones for the following parcels:
1. Parcel #09-041-001 (1113 Derry Street) - $500.00
2. Parcel #09-041-002 (1115 Derry Street) - $500.00
3. Parcel #09-043-053 (153 Sylvan Terrace) - $500.00
4. Parcel #09-043-054 (155 Sylvan Terrace) - $500.00

FF. Amendment to Articles of Agreement made by the Counties of Dauphin and Perry with regard to the Tri-County Regional Planning Commission.

GG. Partial Refund of 2010-2016 Real Estate Taxes – Parcel #35-073-015 (6731 Jordan Dr.) – Johnny Pearce - $609.70.

HH. Declaration of Easement and Right-of-Way between Dauphin County and 1205 S. 28th Street, LLC.

II. Participation in the 2017 Gypsy Moth Program.

JJ. First Amendment to the Contract for Group Cognitive Behavioral Therapy between Dauphin County and GEO Reentry Services, LLC.

KK. Subrecipient Agreement between Dauphin County and Pillow Borough Authority for Market Street Water Main Replacement Project.


MM. Contract Amendment between Dauphin County and Zelenkofske Axelrod LLC adjusting the fee for the year ending December 31, 2015 for the separate audit of the Retirement Trust Fund and to extend the auditing services to Dauphin County for the year ending December 31, 2016.

NN. Resolution #23-2016 certifying the removal of Reliance Trust Company as the non-discretionary trustee of the Plan and appointing Alerus Financial, N.A. as the non-discretionary trustee of the Plan, effective July 15, 2016 and also authorizing the execution of a Custodial Agency Agreement and a Deferred Compensation Trust Agreement between Dauphin County and Alerus Financial, N.A.
OO. Adoption Assistance Agreement #2016-17.

PP. Custodianship Agreement #2016-06.

QQ. Approval to offer ID Shield as a Voluntary Employee Benefit.

RR. Interlocal Agreement between Dauphin County and the City of Harrisburg – 2016 Byrne Justice Assistance Grant (JAG) Program Award, conditioned on signature by Harrisburg Police Department.

SS. Master Services Agreement between Dauphin County and KeyMark, Inc. and approval of Work Orders No. 2 & 3 thereunder.

TT. 2016/2017 Human Services Block Grant Plan.

UU. Unrestricted Gaming Grant for Courthouse Renovations/Record Digitizing Project.

VV. Training Packet.

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

Question: 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 Steckbeck Engineering & Surveying, Inc. advising that they are applying to DEP for a NPDES Renewal Permit for the subdivision of 7 lots with single family dwellings and associated utilities in Conewago Township.

B. Notification from Pennsylvania American Water advising that they are applying to DEP for the renewal of the NPDES Permit No. 0046302 for the Pennsylvania American Water – Hershey Water System located in Dauphin County.
C. Notification from Herbert, Rowland & Grubic, Inc. advising that Lower Swatara Township is applying for a Greenways, Trails and Recreation Program Grant from the Commonwealth Financing Authority.

D. Notification from Herbert, Rowland & Grubic, Inc. advising that Lower Swatara Township is planning to complete an Act 537 Sewage Facilities Plan Update Report to address the wastewater disposal needs of the Township.

PUBLIC PARTICIPATION

There was none.

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