DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

MARCH 9, 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; Laura Cullison, Controller's Office; Fred Lighty, Esq., Solicitor's Office; Jennifer Simpson, Court Administration; Kay Lengle, Human Resources; Mike Yohe, Director of Budget & Finance; Nick Chimienti, Sheriff; Donna S. Miller, Commissioners' Office; Melissa Bradley, Human Resources; Daniel Schramm, Solicitor's Office; Edgar Cohen, Director of Facilities Maintenance; J. Scott Burford, Deputy Chief Clerk; Bob Burns, Director of AAA; Greg Schneider, Budget & Finance; Ruby Doub, Commissioners' Office; Julie Mackey, Commissioners' Office; Melody Osborn, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Karl Singleton, James Roxbury, Vicki DiSylvestre, Tim Horstmann, Lou Verdelli, Donna Kreiser, Jay Wenger, Jack Sherzer, Leah Eppinger and various media

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:19 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 February 17, 2016 Workshop Meeting Minutes and the February 24, 2016 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the February 24, 2016 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There was one Executive Session held this morning to discuss personnel matters and matters of litigation.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Dauphin County Commissioners

1. Presentation of Proclamation – American Red Cross Month (Vicki DiSylvester, Representative from Red Cross)

The Commissioners were honored to recognize the American Red Cross and declare the month of March as American Red Cross Month.

Mr. Haste read the following Proclamation:

Office of County Commissioners
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, are proud to join with the many volunteers of the American Red Cross and citizens across the county in commemorating American Red Cross Month in March;
Whereas, since Clara Barton founded the American Red Cross in 1881, the organization has offered care and comfort to those in need;

Whereas, every year the American Red Cross responds every eight minutes to disasters across the country and around the world; provides 24-hour support to members of the military, veterans and their families; collects and distributes about 40 percent of the nation’s blood supply; trains millions of people in first aid, water safety and other life-saving skills; and connects family members separated by crisis, conflict or migration;

Whereas, as part of American Red Cross Month, we recognize everyday heroes who help disaster victims get back on the road to recovery, including residents of Dauphin County who lost their homes to floods or fires; give blood to help a hospital patient; brighten the day of an injured service member who is hospitalized and far from home; and teach the lifesaving CPR and first aid classes;

Therefore, we join the 270,000 residents of Dauphin County in honoring all those who support the American Red Cross and its mission to prevent and alleviate human suffering in the face of devastating emergencies; and in grateful recognition thereof, we do hereby proudly proclaim March of 2016 as “American Red Cross Month” in Dauphin County.

(Appause was given and pictures were taken.)

B. Commissioner George P. Hartwick, III

1. Resolution #6-2016 – Calling on State Lawmakers to Restore Human Services Funding and Ensure Services are not Hurt in Future Budget Impasses (Listed as Item P under Matters Requiring Board Action)

The Board intends to adopt a Resolution, that has been a top priority of CCAP, listing the most significant effects of the State budget impasse on Dauphin County and pledging their partnership in continuing services and seeking solutions. Dauphin County was fortunate, due to the Board’s management of the budget, to address the needs. It was down to the wire where if funding was not received, the County would have had to a Tax & Revenue Anticipation Note. This Resolution supports the restoration of the 10 percent reduction to seven key human service line-items, asks state leaders to continue to work with them to find ways to render services efficiently and effectively, and asks for strategies to prevent future budget impasses.

Mr. Hartwick read the following Resolution:

RESOLUTION #6-2016

A RESOLUTION OF THE COUNTY OF DAUPHIN, COMMONWEALTH OF PENNSYLVANIA, URGING THE GENERAL ASSEMBLY AND ADMINISTRATION TO RESTORE FUNDING FOR HUMAN SERVICES PROGRAMS TO HISTORIC LEVELS, AND TO PUT MECHANISMS IN PLACE TO ASSURE ANY FUTURE BUDGET IMPASSE OR BUDGET DELAY DOES NOT BECOME A BURDEN ON DAUPHIN COUNTY AND ITS CONSTITUENTS.
WHEREAS, counties are at the forefront for delivery of crucial human services that protect the most vulnerable individuals, such as child welfare and protective services, mental health, intellectual disabilities, substance abuse treatment, homeless assistance, meal programs, lottery funded transportation, and others; and

WHEREAS, the capacity to meet critical service needs has been compromised by a steady decrease in state funding over the past decade, especially the drastic ten percent (10%) aggregate cut to the seven human services line items in FY 2012-2013; and

WHEREAS, the Human Services Block Grant has provided much-needed flexibility for the 30 counties eligible to participate, but remains closed to the remaining 37 remaining counties; and

WHEREAS, new mandates and additional program requirements continue to be placed on counties in the face of decreasing state funds; and

WHEREAS, while the rebalancing initiative for child welfare services is portrayed as only an accounting change, the initiative shifts a full quarter of funds for mandated child protective services into the following budget year with no more than a promise of being made whole; and

WHEREAS, as a result of the six-month budget impasse in FY 2015-2016, counties and the providers with whom they contract were forced to make difficult decisions about remaining open and meeting clients’ needs while state payments were withheld; and

WHEREAS, many counties tapped reserves, borrowed funds, reduced or suspended payments to vendors or subcontractors, limited staff travel, laid off or reduced hours of employees, among other strategies, to maintain their focus on service delivery and assure that clients felt no harm; and

WHEREAS, in order to continue providing services during the budget impasse, Dauphin County was forced to:

1. Use Dauphin County General Fund dollars in the amount of $28,223,672 to ensure critical operations and programming within the Human Services Systems continued through the first six months of the budget impasse.
2. Have Drug and Alcohol Service Providers invoice Dauphin’s SCA, but were not able to be reimbursed for the first six months of Fiscal Year 15-16 until January 21, 2016 for the services they had provided in the previous six months.
3. Watch as some Drug and Alcohol Service Providers that contract with the Dauphin SCA and serve Dauphin County clients were only one week away from not being able to make payroll due to this lack of funding.
4. Hear reports that as some Dauphin County residents assumed they couldn’t seek services during the budget impasse.
5. Sustain Services in the Dauphin County Area Agency on Aging with the federal funding they receive. The timeline was very narrow and state funding came just in time, at the end of December.
6. Sustain basic need services at the Food Bank of the Northern Dauphin Human Services Center and Meals on Wheels to HSDF consumers, with Dauphin County General Fund dollars.

7. Delay four Human Services Development Fund contracts with providers due to the uncertainty of state funding allocations.

8. Ensure Dauphin County Social Services for Children and Youth, if not for Dauphin County funding from the General Fund covering expenses, over 110 providers, 300 Adoptive families and 108 Agency foster families would have struggled to provide services to children and families.

9. Ensure Dauphin County Social Services for Children and Youth responded to all changes in the Child Protective Services Law which increased referrals by 128% and the number of children in placement continued to rise without state funding for six months.

10. Manage an increase in requests by Dauphin County Social Services for Children and Youth for assistance from families in our community because other entities no longer had the funds to provide services. For example, we received additional requests from families who had housing needs.

11. Draft and prepare to implement a contingency plan for Dauphin County which included considerations for reducing staff operations to minimal essential staff and suspension of programs and services in each human service agency.

WHEREAS, Dauphin County has estimated lost interest revenue of approximately $27,000 due to $28,223,672 total funded by Dauphin County during the impasse.

NOW, THEREFORE BE IT RESOLVED, that:

1. Dauphin County remains committed to the important role we play in delivery of services to our communities; and

2. Dauphin County stands ready to work in partnership with the County Commissioners Association of Pennsylvania in support of counties’ top priority for 2016, the commonwealth budget and human services funding; and

3. Dauphin County supports restoration of funding of the ten percent reductions to the seven key human services line items that occurred in FY 2012-2013, as without restoration to prior funding levels, all counties find it difficult to serve the state’s most needy citizens; and

4. Dauphin County opposes “rebalancing” initiatives for child welfare services that will force counties to reduce funding by a quarter, reduce payments to providers, shorten contract periods, or use county property tax funds to cover the state’s obligation until a future budget makes a true allocation; and

5. Dauphin County asks that state leaders continue to work with them to find ways to administer human services programs in a way that ensures both quality and efficiency, including expansion of the Human Services Block Grant to any willing and able county; and
6. Dauphin County will work in concert with the County Commissioners Association of Pennsylvania and state leaders to develop comprehensive solutions for any future budget impasse or delay to ensure that counties are never again put in a situation where they are forced to cover the state’s funding obligations.

This is a statewide effort. By next week most, if not all, counties will have passed a similar Resolution. Thirty-eight of the 67 counties have the ability to use the block grant. The counties that don’t have the ability to use the block grant are asking the counties that do have that use to support them. Senator Teplitz has set up a roadblock for those counties that don’t use the block grant. The State Legislature and the State Administration need to do their job. The counties are joining together to send a strong message.

SALARY BOARD

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

HUMAN RESOURCES

There were no changes or questions to the Personnel Packet.

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

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

PURCHASE ORDERS

All budget items were corrected. The requisition for Devnet was deleted, due to it already being approved earlier in the year. There were no questions on the Purchase Order Packet.

    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 Report:

    Report from the Office of Budget & Finance
March 9, 2016

- **February 26, 2016** transferred **$1,566,012.45** to the **Payables** account from the County’s Concentration account for checks issued that week.

- **March 4, 2016** transferred **$3,174,115.89** to the **Payables** account and **$1,918,847.83** to the **Payroll** account from the County’s Concentration account for checks issued that week.

- **Wire Payments since last report:** **$4,946,235.30**

- **Debt Service Payments since last report:** **$3,519,354.09**

- **Term Investments**
  - 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:** **$1,381.53** rate **0.222%**

- **Balance today in BB&T Bank investment account #1390003149591:** **$6,942,675.78** rate **0.300%**

- **Balance today in First National Bank investment account #97014743:** **$10,648,106.08** rate **0.500%**

- **Balance today in Integrity Bank Money Market Checking account #2206001209:** **$17,139,140.16** rate **0.500%**

- **Balance today in Santander Bank investment account #9551017714:** **$3,079,840.10** rate **0.450%**

- **Balance today in Metro Bank investment account #539014068:** **$0.00**

- **Balance today in Customers Bank investment account #6459102:** **$5,023,597.89** rate **0.500%**


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

The Chief Clerk had nothing to report and no questions were asked.

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

The items listed on the Agenda that were reviewed by the Solicitor’s Office are ready for consideration. He has an addition. It would be listed as Item Z under Matters Requiring
Board Action. There is a Local Share Municipal Grant Agreement and a Subrecipient Agreement for the Union House Apartments Project in Lykens. These two Agreements were approved on February 24, 2016, but some changes were made and as a result he is asking for the Board to approve the new Agreements.

MATTERS REQUIRING BOARD ACTION

A. Performance Agreement between Dauphin County (Parks & Recreation) and James C. Rule – Dauphin County Egg Hunt (March 20, 2016) - $350.00.

B. Contract between Dauphin County (Parks & Recreation) and IEG Marketing.com for professional services at the Music & Wine Festival (June 11-12, 2016), Brew Fest (July 16, 2016), Cultural Fest (August 5, 2016) and Jazz Fest (September 9-11, 2016) - $3,750.00.

C. Agreement between Dauphin County (Parks & Recreation) and Sound Advantage, Inc. for the Sunset Movie Series as a vendor for 2016 (June 3, 10, 17, 18 & 25, 2016) - $4,500.00.

D. Repository Bids Received from Harrisburg Housing Authority for the following properties:
   1. Parcel #10-025-003 (2294 N. 6th St.) - $500.00
   2. Parcel #10-025-010 (2238 N. 6th St.) - $500.00
   3. Parcel #10-025-024 (2300 N. 6th St.) - $500.00
   4. Parcel #10-025-001 (2298 N. 6th St.) - $500.00
   5. Parcel #10-025-002 (2296 N. 6th St.) - $500.00

E. Repository Bid Received from W. Gaines Capital Investment LLC – Parcel #02-018-029 (1209 Kittatinny St.) - $500.00.

F. Contract Renewal between Dauphin County (Human Resources) and Delta Dental for former AFSCME Spring Creek employees for the period April 1, 2016 – March 31, 2017.

G. Performance Agreement between Dauphin County (Parks & Recreation) and James C. Rule – Wildwood Park Wetlands Festival (April 30, 2016) - $350.00.

H. Performance Agreement between Dauphin County (Parks & Recreation) and Kristie M. Smith – Leave No Trace Program (May 21, 2016) - $150.00.

I. Performance Agreement between Dauphin County (Parks & Recreation) and Kristie M. Smith – Leave No Trace Program (April 2, 2016) - $150.00.

J. ATM Placement Agreement between Dauphin County and Cashbar Inc. for the placement of an ATM machine at the Dauphin County Judicial Center.

K. Purchase of Service Agreement between Dauphin County (AAA) and Beverly Christ.

L. Adoption Assistance Agreements #2016-05 and #2016-06.

M. Amendment #1 to Purchase of Service Agreement between Dauphin County (Drugs & Alcohol) and Shalom House.

N. GPS Tracking Agreement between Dauphin County (Solid Waste) and WiarCom, Inc. for five units.
O. Subordination Agreement for Melissa Sultzbaugh on the property located at 135 Spruce Street, Elizabethville, PA 17023.

P. Resolution #6-2016 urging the General Assembly and Administration to restore funding for Human Services Programs to historic levels, and to put mechanisms in place to assure any future budget impasse or budget delay does not become a burden on Dauphin County and its constituents.

Q. Ordinance #4-2016 – County of Dauphin 2016 Bonds.

R. Appointment of Susan K. Miller as Deputy Tax Collector for Halifax Township.

S. Satisfaction Piece for Thomas E. Messing, Jr. on the property located at 990 Highland Street, Harrisburg, PA 17113 - $1,500.

T. Subrecipient Agreement between Dauphin County and Tri-County Regional Planning Commission for Dauphin County LiDAR Collection.

U. Beverage Service Agreements between Dauphin County (Magisterial District Judges) and W.B. Mason for water cooler rentals at the following MDJ offices: 12-1-01, 12-1-02, 12-1-06, 12-2-01, 12-2-02, 12-2-03, 12-2-04, 12-3-02, 12-3-03, 12-3-04, 12-3-05, 12-0-00, 12-0-01 and Deputy Court Admin-MDJ.

V. Extension Agreement amending the Agreement for Municipal Waste Collection, Transportation and Disposal Services, dated February 29, 2012 between Dauphin County and York Waste Disposal (Republic Services of PA).


X. Appointment of Fred Lighty (at-large) and Jackie Parker (Harrisburg) to the Tri-County Regional Planning Commission – terms expire December 31, 2017.

Y. Training Packet.

Z. Dauphin County Local Share Municipal Grant Agreement between Dauphin County and the Redevelopment Authority of the County of Dauphin and the Subrecipient Agreement between Dauphin County and the Redevelopment Authority of the County of Dauphin for Union House Apartments Project.

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

Discussion: 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

Mr. Pries noted the upcoming CCAP Spring Conference that will be held at the Harrisburg Hilton. Governor Wolf will be the speaker.

CORRESPONDENCE

The following correspondence was received in the Commissioners’ Office and will be handled by the staff appropriately.

A. Notification from Herbert, Rowland & Grubic, Inc. advising that the Steelton Borough Authority is applying to DEP for a Water Obstruction and Encroachment Permit for the installation of chlorine contact tank (clearwell) to address excess disinfection by-products present in water supply.

B. Receipt of a letter from Light-Heigel & Associates, Inc. updating the Commissioners on the progress of the Wiconisco Fire Engine Co. project. Bids are scheduled to be received on April 4, 2016.

C. Notification from Herbert, Rowland & Grubic, Inc. advising that the City of Harrisburg is applying to DEP for a GP-11 General Permit, a Water Obstruction & Encroachment Permit, to repair Harrisburg Bridge No. 10, including masonry repair and stonework, and the suspension of shoring underneath the bridge (Market Street over Paxton Creek).

D. Notification from Herbert, Rowland & Grubic, Inc. advising that Londonderry Township is applying to DEP for a GP-11 Permit for the replacement of two culverts due to reoccurring overtopping and flooding.

E. Notification from SESI advising that Dauphin DPP, LLC is applying to DEP for a NPDES Permit for stormwater discharges associated with construction of a 9100 SF retail store with a parking lot and stormwater management facilities at 160 Elizabeth Avenue, Dauphin.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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