DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

SEPTEMBER 7, 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; Nick Chimienti, Sheriff; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Fred Lighty, Esq., Solicitor’s Office; Gerald Feaser, Jr., Director of Registration & Elections; Edgar Cohen, Director of Facilities Maintenance; Donna S. Miller, Commissioners’ Office; J. Scott Burford, Deputy Chief Clerk; Jennifer Simpson, Court Administration; Laura Cullison, Controller’s Office; Amy Harinath, Press Secretary; Kay Lengle, Human Resources; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Jay Wenger, Jens Damgaard and Lou Verdelli

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 17, 2016 Workshop Meeting Minutes and the August 24, 2016 Legislative Meeting Minutes; motion carried.

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

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor noted that an Executive Session was held on August 25, 2016 to discuss Personnel Matters.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Jay Wenger, Susquehanna Group Advisors

1. Presentation on the Acquisition of the Human Services Building (Listed as Item CC under Matters Requiring Board Action)

Mr. Wenger introduced Jens Damgaard and Lou Verdelli. The Ordinance was prepared by Mr. Damgaard. The Ordinance was advertised for $8 million to comply with the law, but the actual amount will be $5.7 million. $2.9 of that amount will be used for improvements to the building. The improvements will be mechanical and cosmetic. Money from operations will be funded into a capital improvement fund to offset future repairs.

Mr. Haste asked if this amount will complete the improvements that need to be made to the building.

Mr. Burford and Mr. Wenger indicated that it will.
Mr. Damgaard noted that this Ordinance authorizes the necessary people to move forward with getting State approval. The closing will take place in a few weeks.

Mr. Hartwick asked if this interferes with the reimbursement from the Federal and State governments.

Mr. Curcillo indicated that it has been reviewed and regulations permit state reimbursement to Children & Youth under new ownership model.

**SALARY BOARD**

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

**HUMAN RESOURCES**

Ms. Lengle noted that Item #30, the salary should be $19.07 instead of $19.02. 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 all budget adjustments were made. There were no questions.

> It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Purchase Order Packet.

**Question:** Mr. Haste – Aye; 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*

*September 7, 2016*

- **August 26, 2016** transferred $2,892,802.61 to the Payables account from the County’s Concentration account for checks issued that week.
• **September 2, 2016** transferred $3,256,903.30 to the Payables account and $1,890,869.31 to the Payroll account from the County’s Concentration account for checks issued that week.

• **Wire Payments since last report:** $874,634.65

• **Debt Service Payments since last report:** $130,390.94

• **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:** $1,383.48 rate 0.317%

• **Balance today in BB&T Bank investment account #1390003149591:** $5,362,052.35 rate 0.300%

• **Balance today in First National Bank investment account #97014743:** $10,675,061.04 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:** $5,078,485.24 rate 0.500%

• **Balance today in PLGIT Prime investment account #5033023:** $2,000,000.00 rate 0.570%

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

Mr. Yohe noted that an account has been established with PLGIT at a rate of .57%.

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

Mr. Saylor noted that Ordinance #5 with regard to the acquisition of the Human Services Building is listed as Item CC. He noted that the Ordinance was duly advertised.
Mr. Curcillo indicated that he had nothing to add and that everything is ready for a vote.

**MATTERS REQUIRING BOARD ACTION**

Mr. Haste noted that Item AA, the Local Share Gaming Applications will be forwarded to the Gaming Advisory Board for their review.

A. Service Contract #85000416, Endorsement No. 282007 between Dauphin County (Probation Services) and Dunbar Armored, Inc.

B. Maintenance Agreement: Administration between Dauphin County (Probation Services) and Latshaw Inc. for the following equipment: Split Systems and Reznor Unit Heater.

C. Satisfaction Piece for Jessica L. Doody on the property located at 3210 Sunnyside Avenue, Harrisburg, PA 17109 - $4,711.00.

D. Satisfaction Piece for Shawn Hill and Sherry Lukens Hill on the property located at 905 4th Avenue, Oberlin, PA 17113 - $4,733.00.

E. License Agreement for Test SDK and Test Uses between Dauphin County (Probation Services) and Multi-Health Systems, Inc.


G. Local Share Municipal Grant Agreement between Dauphin County and the Tri-County HDC, Ltd.

H. Local Share Municipal Grant Agreement between Dauphin County and Bishop McDevitt High School of Harrisburg and Lower Paxton Township.

I. Proposal from Light-Heigel & Associates, Inc. for 3 Lot Narrative Descriptions for properties located at Paxton & Mall Street, Harrisburg, PA - $849.00.

J. PCCD Grant Application, Subgrant #27302 for RASA and VOJO funds.

K. Purchase of Service Agreement between Dauphin County (AAA) and Home Insite, LLC.

L. Amendment #1 to Purchase of Service Agreement between Dauphin County (AAA) and Keystone Guardianship Services, Inc.

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

1. Scientifically Sound Youth Solutions, LLC
2. Service Access and Management, Inc.
3. AMiracle4Sure, Inc.
5. Knowledge Learning Corporation
6. Second Haven Services for Youth, Inc.

N. Addendums to Purchase of Service Agreements between Dauphin County (Children & Youth) and:
1. Commonwealth Clinical Group, Inc. – Addendum #1
2. Harrisburg Area YMCA, Inc. – Addendum #1

O. Adoption Assistance Agreements #2016-30 and #2016-31.

P. Amendment #1 to Adoption Assistance Agreement #2016-23.

Q. Youth Center Service Agreement between Dauphin County (Children & Youth) and the County of Montgomery.

R. Youth Intervention Center Service Agreement between Dauphin County (Children & Youth) and the County of Lancaster.

S. Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:
   1. Halifax Communities That Care, Inc.
   2. Life Esteem, Inc.

T. Purchase of Service Agreements between Dauphin County (MH/ID) and:
   1. Lavery Law PC
   2. Community LifeTeam, Inc.

U. Amendments to Purchase of Service Agreements between Dauphin County (MH/ID) and:
   1. Aurora Social Rehabilitation Services, Inc. – Amendment #1
   2. BRY & WMS Medical Inc. t/d/b/a Comforcare Senior Services – Amendment #1
   3. Building Blocks Therapy LLC – Amendment #2
   4. International Service Center, Inc. – Amendment #1
   5. The Vista Foundation – Amendment #1
   6. Patch-N-Match, Inc. – Amendment #1

V. Medical Assistance Transportation Program Participation Grant Agreement and Assurance of Compliance between Dauphin County (MH/ID) and Commonwealth of Pennsylvania, Department of Public Welfare, Bureau of Managed Care Operations, Division of Medical Assistance Transportation.

W. Emergency Solutions Grant Budget Modification #3 (MH/ID).

X. HCQU Master Contract between the Cumberland-Perry Mental Health, Intellectual and Developmental Disabilities Office and Dauphin County (MH/ID).

Y. Amendment #2 to the Medical Assistance Transportation Program Agreement between Cumberland-Dauphin-Harrisburg Transit Authority t/d/b/a Capital Area Transit and Dauphin County (MH/ID).

Z. Representation Agreement (PA) between Dauphin County and Marcus & Millichap. (Turkey Hill Minit Market-2885 Paxton Street).

AA. Approval of County sponsorship, for eligibility purposes only, of Local Share Municipal Gaming Grant Applications from the entities identified in the Solicitor’s Report. (See attached List)

BB. Real Estate Purchase Agreement between Dauphin County and Nellis Corporation for the 3273 Paxton Street (Pizza Hut).
CC. Ordinance #5-2016 regarding the purchase of the Dauphin County Human Services Building from the Dauphin County General Authority.

DD. Change Order No. 1 to the Dauphin County Bridge #45 Rehabilitation Project – Kevin E. Raker Construction, LLC – decrease of $4,115.57.

EE. Performance Agreement between Dauphin County (Parks & Recreation) and Colin R. Kowalewski (Hogmaws) – Swine & Dine Festival (October 2, 2016) - $900.

FF. Resolution #27-2016 approving the DUI Checkpoint and Enforcement Project Grant and designating Project Director authorization to Detective Todd A. Johnson.

GG. Training Packet.

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

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 Camp Hebron advising that they are applying to DEP to renew their NPDES Permit #PA0088536 for their existing activated sludge wastewater treatment facility.

B. Notification from Herbert, Rowland & Grubic, Inc. advising that Swatara Township is applying to DEP for a BWM-GP-11 General Permit for the Chestnut Alley Storm Repairs in Swatara Township.

D. Notification from Raudenbush Engineering, Inc. advising that New Enterprise Stone & lime Co. is applying to DEP for a NPDES Permit for stormwater discharges associated with the placement of fill, grading northwest of Russel Drive Cul-de-sac, Susquehanna Township.

E. Receipt of correspondence from Exelon Generation advising that Exelon has submitted an Emergency Plan Addendum revision for Three Mile Island Nuclear Station. The Addendum is for Three Mile Island Station On-Shift Staffing Technical Basis. The change was evaluated and was determined not to result in a reduction in the effectiveness of the Emergency Plan for TMI.

F. Receipt of letter from Mary Meacham advising that pursuant to the Worker Adjustment and Retraining Notification Act DST Health Solutions is providing a new separation and employment termination date (and new 60-day notice) for 1 employee, which will be October 31, 2016.

G. Notification from Norfolk Southern Corporation advising that they are applying to DEP for a NPDES Permit for the NPDES Industrial Wastewater Permit Amendment for Norfolk Southern Railway Company Rutherford Intermodal Project.

H. Notification from GHD advising that the Lower Paxton Township Authority is applying to DEP for a NPDES Permit for stormwater activities associated with the replacement of approximately 1,400 linear feet of sanitary sewer and associated manholes project.

Mr. Haste noted that DEP finally issued the permit for the Fish Hatchery in Lykens.

PUBLIC PARTICIPATION

There was none.

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