DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

SEPTEMBER 21, 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; Laura Cullison, Controller’s Office; Mike Yohe, Director of Budget & Finance; Donna S. Miller, Commissioners’ Office; Randy Baratucci, Director of Purchasing; Jennifer Simpson, Court Administration; Amy Harinath, Press Secretary; Nick Chimienti, Sheriff; Fred Lighty, Esq., Solicitor’s Office; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

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. Pries that the Board approve the August 31, 2016 Workshop Meeting Minutes and the September 7, 2016 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Hartwick that the Board approve the September 7, 2016 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor noted that an Executive Session was held this morning to discuss labor negotiations and litigation.

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

It was noted that Item #23 should reflect a starting date of October 3, 2016.

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

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

PURCHASE ORDERS

There were no changes to the Purchase Order Packet.
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 – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe presented the following Report:

Report from the Office of Budget & Finance
September 21, 2016

- **September 9, 2016** transferred $985,291.52 to the Payables account from the County’s Concentration account for checks issued that week.

- **September 16, 2016** transferred $6,531,817.87 to the Payables account and $1,945,758.20 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $10,489,461.83

- 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: $1,383.85 rate 0.367%

- Balance today in BB&T Bank investment account #139003149591: $3,062,052.35 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: $24,011,475.36 rate 0.500%

- Balance today in Santander Bank investment account #9551017714: $19,920,401.22 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%


Mr. Yohe indicated that he is checking with the other banks to see if they will raise their interest rate to that of PLGIT.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor presented a Subrecipient Agreement with Susquehanna Township for the Kohn Road Project. He asked for the Board’s approval.

Mr. Haste indicated that the Agreement will be added to “Matters Requiring Board Action” as Item Z. The vote on this particular item will be contingent upon review by the Solicitor’s Office.

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

Mr. Curcillo reported that he has an item to add as well. It is an Amendment to the Real Estate Purchase Agreement between Dauphin County and Nellis Corporation for the property located at 3273 Paxton Street. It extends the Due Diligence Period to October 7, 2016.

Mr. Haste noted that the Amendment will be added to “Matters Requiring Board Action” as Item AA.

MATTERS REQUIRING BOARD ACTION

A. Satisfaction Piece for Kyle J. Tarasi on the property located at 2425 Jericho Drive, Harrisburg, PA 17110 - $3,000.


C. Satisfaction Piece for Anjelica Solivan on the property located at 228 S. Revere Street, Harrisburg, PA 17109 - $3,000.

D. Satisfaction Piece for Aaron Bray on the property located at 109 S. 31st Street, Harrisburg, PA 17109 - $3,000.

E. Engagement Letter with Zelenkofske Axelrod, LLC to perform the annual required audit of Dauphin County Magisterial District Justice Court 12-2-04 and 12-2-05 for the year ended December 31, 2015.
F. Engagement Letter with Zelenkofske Axelrod, LLC to perform the annual required audit of Dauphin County Magisterial District Justice Courts, excluding Courts 12-2-04 and 12-2-05, for the year ended December 31, 2015.


H. Proposal from Buchart Horn for professional fees with regard to the First Floor Flooring Asbestos Abatement Project at the Courthouse.

I. Service Solutions Contract between Dauphin County and AutomatedLogic for the HVAC system at the Work Release Center for the period August 1, 2016 through July 31, 2018.

J. State and Local Government Single Schedule lease Purchase Agreement between Dauphin County (IT) and Hewlett-Packard Financial Services, Lease/Schedule #10312000035 for the server equipment.

K. Hosted Services Agreement between Dauphin County (IT) and LiveSafe, Inc. for a mobile communications platform.

L. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. County of Chester
   2. The Program for Female Offenders of South Central PA, Inc.

M. Subsidized Legal Custodianship Agreement #2016-08.

N. Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Harrisburg Area YMCA, Inc.

O. Fatherhood Grant Agreement between Dauphin County and Community Action Commission, Inc. t/d/b/a Tri-County Community Action.

P. Family Center Grant Agreement between Dauphin County and Community Action Commission, Inc. t/d/b/a Tri-County Community Action.

Q. Pharmacy Benefit Management Agreement between Dauphin County (MH/ID) and Express Scripts, Inc.

R. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/ID) and NAMI PA-NAMI Dauphin County, Inc.

S. Subordination Agreement for Saida L. Diaz and Jerry E. Gordon on the property located at 3869 N. 6th Street, Harrisburg, PA 17110.

T. Service Agreement between Dauphin County (Prison) and Com-Tec Security, LLC regarding assistance with the maintenance, repair and/or evaluation of new or existing security equipment.

U. 2015 County Audit Engagement Letter with Zelenkofske Axelrod LLC.

V. Estoppel, Subordination, Atttornment and Nondisturbance Agreement between Dauphin County and EJM Investment, LLC.

W. Letter of Representation between Dauphin County and Rhoads & Sinon.
X. 2015 Retirement Trust Fund Audit Engagement Letter with Zelenkofske Axelrod LLC.

Y. Training Packet.

Z. Subrecipient Agreement between Dauphin County and Susquehanna Township for the Kohn Road Bridge Scour Repair Project.

AA. Amendment to the Real Estate Purchase Agreement between Dauphin County and Nellis Corporation for the property located at 3273 Paxton Street extending the Due Diligence Period to October 7, 2016.

FORMER BUSINESS

There was none.

NEW BUSINESS

There was none.

COMMISSIONERS’ DISCUSSION & ACTIONS

There was none.

CORRESPONDENCE

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

A. Notification from Americomm LLC advising that Comcast Cable of Southeast Pennsylvania, LLC is submitting an application for Wire, Conduit and Cable Occupancy of Norfolk Southern property to PUC for review.

B. Notification from the Federal Energy Regulatory Commission advising that the York Haven Power Company, LLC's Recreation Management Plan, filed on June 22, 2016, for the York Haven Hydroelectric Project no. 1888, is approved.

C. Notification from Skelly and Loy advising that Commerce Drive Dauphin, L.P. is applying to DEP for a NPDES Permit for the construction of a land development project for an addition to an existing building and the construction of a new office building and parking area on the site.

D. Notification from GHD advising that the Lower Paxton Township Authority is applying to DEP for a NPDES Permit for the replacement of approximately 1,400 linear feet of sanitary sewer and associated manholes at the intersection of Linglestown Road and Colonial Road.

E. Notification from Third Mountain Surveying advising that they are applying to DEP for a NPDES Permit for the development of an existing 4.25 +/- acre tract with a new commercial restaurant in Halifax Township.
F. Notification from Pennoni advising that the Milton Hershey School is applying to DEP for a NPDES Permit for the construction of a proposed Walking Path Extension in South Hanover 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