DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

AUGUST 23, 2017
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; Randy Baratucci, Director of Purchasing; J. Scott Burford, Deputy Chief Clerk; Mike Yohe, Director of Budget & Finance; Robert Christoff, Conservation District; Jennifer Locklier, Human Resources; Melissa Bradley, Human Resources; Fred Lighty, Esq., Solicitor’s Office; Amy Harinath, Press Secretary; Kay Lengle, Human Resources; Donna Miller, Commissioner’s Office; Bobby Sisock, Court Administration; Adriana Vukmanic, Solicitor’s Office; Marcus Spence, Commissioners’ Office; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Tim Reardon, Eric Stump, Diane Myers Krug and Alexa Vorber

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:10 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. Pries and seconded by Mr. Hartwick that the Board approve the July 5, 2017 Workshop Meeting Minutes, July 19, 2017 Workshop Meeting Minutes, July 12, 2017 Legislative Meeting Minutes, July 26, 2017 Legislative Meeting Minutes and the July 12, 2017 Public Hearing Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the July 12, 2017 Salary Board Meeting Minutes and the July 26, 2017 Salary Board Meeting Minutes; motion carried.

It was moved by Mr. Haste and seconded by Mr. Hartwick that the Board approve the July 12, 2017 Election 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. Robert Christoff – Conservation District

1. Presentation on Municipal Separate Storm Sewer System (MS4) Permit Requirements

Mr. Christoff noted that the purpose for the presentation is to summarize the previous year’s activities and highlight specific activities, plans or permit changes in the future and to provide the public with an opportunity to have input on the County’s MS4 program.

Since 2003, Dauphin County has been subject to a NPDES MS4 permit. The permit requires that a program be developed and implemented to address six minimum control measures – public education, public participation, illicit discharge detection and
elimination, construction side SWM, post construction SWM and pollution prevention and good housekeeping at municipal facilities

Dauphin County was designated as the county agency responsible for permit compliance.

2016-2017 Program Summary - In July 2016, the Conservation District received notice from DEP that county governments with MS4 permits will not be required to implement pollution reduction plans. The program was updated to bring three facilities into the program: Drug & Alcohol Building, DJ Office on Bretz Drive and Wildwood Park. The Conservation District began incorporating into the program some DEP recommendations from the DEP program audit conducted in June 2016.

Illicit discharge reporting information was added to the DCCD website, which provides the definition of “Illicit Discharge” and where to report. Specific language was added to the outfall screening procedures to prioritize areas and provide for additional screenings in those areas. The MCM Implementation Plan and PPGH Plans were reviewed and updated. The Wildwood Park Volunteer Work Days was incorporated into the MCM compliance documentation.

2017-2018 Program and Permit Renewal

The 2017-2018 program will be similar to 2016-2017. Permit Renewals are due this September, which have already been submitted. DEP anticipates renewed permits will have a July 1 to June 30 permit year. The renewed permit will have an annual permit fee of $500. The County’s Illicit Discharge Ordinance will need to be updated by September 30, 2022 and no other major changes are anticipated.

Members of the general public, watershed organizations, municipalities and other entities are encouraged to contact DCCD to provide input, make suggestions or propose cooperative projects.

Mr. Haste noted that some counties around the State have different views on MS4. He believes that the Conservation District has done a great job with education.

There was no public comment.

B. Eric Stump – Herbert, Rowland & Grubic, Inc.

1. Route 39 Land Use and Planning Study

Mr. Stump provided a PowerPoint presentation on the Route 39 Study. The Study will include the portion of Route 39 extending through Susquehanna, Lower Paxton and West Hanover Townships. In addition to consideration to the surrounding land uses, Route 39 corridor and key intersections, the study also includes consideration to the surrounding secondary roadway system. This evaluation of the surrounding collector
system will help to identify roadway safety improvements and alternatives to improve connectivity that may be implemented to efficiently accommodate area traffic without further burdening the Route 39 corridor. This study was requested by the Tri-County Regional Planning Commission. The study will serve three basic functions: identify and recommend future land use changes and community linkages to ensure cohesiveness between land use and the transportation network; identify generalized multi-modal capacity, safety and access management needs and improvements; and provide a Capital Improvement Plan for the implementation of recommendations, including short/mid/long term improvements and zoning changes.

Several questions were asked by the Commissioners. The cost of the study is $95,000 and Liquid Fuels funds can be used for this project.

**HUMAN RESOURCES**

There were no questions asked.

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

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

**PURCHASE ORDERS**

There were no questions asked.

> It was moved by Mr. Pries and seconded by Mr. Hartwick 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 provided the following Report:

> **Report from the Office of Budget & Finance**  
> **August 23, 2017**

- **July 28, 2017** transferred $3,966,451.73 to the Payables account from the County’s Concentration account for checks issued that week.

- **August 4, 2017** transferred $8,404,282.11 to the Payables account and $1,886,039.70 to the Payroll account from the County’s Concentration account for checks issued that week.
• **August 11, 2017** transferred $678,845.31 to the Payables account from the County’s Concentration account for checks issued that week.

• **August 18, 2017** transferred $7,585,677.78 to the Payables account and $1,882,759.57 to the Payroll account from the County’s Concentration account for checks issued that week.

• **Wire Payments since last report:** $13,933,879.85

• **Debt Service Payments since last report:** $0.00

• **Term Investments**
  - 3/30/17 - \$10,000,000.00 6-month CDARS CD – Customers Bank – 1.30% - matures 9/28/17
  - 4/6/17 - \$10,000,000.00 9-month CDARS CD – Customers Bank – 1.45% - matures 1/6/18
  - 4/6/17 - $ 7,500,000.00 5-month Term CD – PLGIT – 1.20% - matures 9/5/17
  - 7/28/17 - $ 5,000,000.00 3-month Term CD – PLGIT – 1.28% - matures 10/27/17

• **Balance today in PA INVEST account #2100017144860:** $1,393.27 rate 1.056%

• **Balance today in BB&T Bank investment account #1390003149591:** $0.00 rate 0.300%

• **Balance today in First National Bank investment account #97014743:** $10,747,746.75 rate 0.930%

• **Balance today in Integrity Bank Money Market account #0206001209:** $10,107,753.17 rate 1.060%

• **Balance today in Santander Bank investment account #9551017714:** $10,277,036.83 rate 1.000%

• **Balance today in Customers Bank investment account #6459102:** $15,566,500.54 rate 1.000%

• **Balance today in PLGIT Prime investment account #5033023:** $17,855,651.42 rate 1.130%

• **Balance today in Riverview Bank investment account #227069210:** $3,002,780.75 rate 1.000%

**No T.R.A.N. Line of Credit required for 2017.**
CHIEF CLERK/CHIEF OF STAFF’S REPORT – CHAD SAYLOR

Mr. Saylor indicated that staff is addressing an issue regarding the transfer of a MDJ employee.

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

Mr. Curcillo noted that everything is ready for consideration. There were no questions asked.

MATTERS REQUIRING BOARD ACTION

A. Use Agreement between Dauphin County (Parks & Recreation) and Gary M. Lysaght.
B. Proposal from CCAP for Juvenile Functionality Development and Data Conversion for UCM.
C. Service Solutions Contract between Dauphin County (Probation Services) and AutomatedLogic for the 917 Gibson Blvd. location.
D. Performance Agreement between Dauphin County (Parks & Recreation) and Airis Smallwood – Singer’s Lounge – Jazz & Wine Festival (September 10, 2017) - $1,000.
E. Performance Agreement between Dauphin County (Parks & Recreation) and Paul Henry Bratcher II – Jazz & Wine Festival (September 9, 2017) - $1,000.
G. Stipulation of Settlement – Phillips Real Estate Investment Partnership v. DCBOAA – Parcel #36-005-207-000-0000, Docket No. 2015-CV-9189-TX.
H. Dauphin County Local Share Municipal Grant Agreement between Dauphin County and Elizabethville Borough.
I. Change Order No. 09-G – Wayne S. Lesher, IV, Inc. – credit of $1,762.00.
J. KISX Card Program Agreement and Business Associate Agreement between Dauphin County and Benefit Design Specialists, Inc.
K. Subordination Agreement for Cynthia L. Vought on the property located at 1189 Highland Street, Steelton, PA  17113.
L. Agreement between Dauphin County (Prison) and Edwin L. Heim Co. for Prison Mechanical Upgrades.
M. Letter of Amendment to PennDOT Agreement #08A272 between Dauphin County (Parks & Recreation) increasing costs in Exhibit A for construction and inspection from $1,095,000 to $2,461,263 for Greenbelt Safety Improvements.
N. Proposal from GovGrantsHelp.com by Praetorian Digital for grant consulting, research, review and application services.
O. Satisfaction Piece for Shireba Morris on the property located at 2325 Green Street, Harrisburg, PA 17110 – $1,500.00.

P. Subordination Agreement for Christian D. Lamon and Cynthia Lamon on the property located at 5554 Edsel Street, Harrisburg, PA 17109.

Q. Satisfaction Piece for Shakira N. Clark on the property located at 1506 Allison Street, Harrisburg, PA 17104 - $1,500.00.

R. Satisfaction Piece for Sara M. Yeckley on the property located at 306 Lincoln Avenue, Harrisburg, PA 17111 - $5,000.00.

S. Satisfaction Piece for Sonia J. Lebron on the property located at 5809-L Hidden Lake Drive, Harrisburg, PA 17109 - $3,182.00.

T. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Rebecca Fronk – Celebrate Wildwood (August 4, 2017) - $125.00.

U. Partial Refund of 2017 Real Estate Taxes – Parcel #62-009-241 (4400 Deer Path Road) – Midpenn Estates - $9,979.82.

V. Resolution #20-2017 supporting nuclear energy in Pennsylvania.

W. Addendum #2 to Memorandum of Agreement between Dauphin County (Public Safety) and South Central Pennsylvania Counter-Terrorism Task Force.

X. Purchase of Service Agreements between Dauphin County (AAA) and:
   1. At Home Personal Care, LLC
   2. Cumberland County (PA Link)

Y. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Kidspeace National Centers, Inc.
   3. Bruce Kelly
   5. Justice Works Youth Care, Inc.
   6. Knowledge Learning Corporation, Inc.
   7. Service Access & Management, Inc.
   8. Valley Youth House Committee, Inc.
   9. Sound Community Solutions, Inc.

Z. Subsidized Legal Custodianship Agreement #2017-04; #2017-05 and #2017-06.

AA. Needs Based Budget Fiscal Plan.

BB. Memorandum of Understanding between Dauphin County (Children & Youth) and the Pennsylvania Children and Youth Association (FY 2017-2018).

CC. Memorandum of Understanding between Dauphin County (Children & Youth) and the Pennsylvania Children and Youth Association (partial 2017).

DD. Adoption Assistance Agreements #2017-23 and #2017-24.
EE. Amendments to Purchase of Service Agreements between Dauphin County (MH/ID) and:

1. Center for Independent Living of Central Pennsylvania, Inc. – Amendment #1
2. The Presbyterian Church of Harrisburg, Inc. – Amendment #1
3. Aspirations LLC – Amendment #4

FF. Long Term Structured Residence (LTSR) Program Agreement between Dauphin County (MH/ID) and the Counties of Cumberland and Perry, on behalf of the Cumberland-Perry Mental Health, Intellectual and Developmental Disabilities Office.

GG. Health Care Quality Unit (HCQU) Agreement between Dauphin County (MH/ID) and the County of Cumberland and Perry, on behalf of the Cumberland-Perry Mental Health, Intellectual and Developmental Disabilities Office.

HH. Amendment #1 to the Medical Assistance Transportation Program Agreement between Dauphin County (MH/ID) and the Cumberland-Dauphin-Harrisburg Transit Authority t/d/b/a Capital Area Transit.

II. Dauphin County Child Care Network Grant Application.

JJ. Rental Agreement between Dauphin County and Short Mountain Conservation Club.

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

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

MM. Repository Bids received from Calvin Scarlett for the following properties:

1. Parcel #10-015-013 (617 Radnor Street) - $250.00
2. Parcel #10-015-014 (615 Radnor Street) - $250.00

NN. Contract between Dauphin County (Parks & Recreation) and Wilson Consulting Group, PC for engineering services for the final design and bidding phase services for DCNR Grant Project – Surfacing of Select Sections of the Greenbelt.

OO. Juvenile Probation Services Grant Agreement between Dauphin County (Probation Services) and the Juvenile Court Judges’ Commission.

PP. Service agreement between Dauphin County and Waste Management of Pennsylvania, Inc. (MDJ Lindsey trash).

QQ. Addendum to Agreement to Provide Professional Consulting Services between Dauphin County and Maximus Consulting Services, Inc.

RR. Training Packet.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through RR 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 Harrisburg Mall advising that they submitted a Synthetic Minor (State Only) Operating Permit renewal application to DEP for the Boiler #1 and stack, Boiler #2 and stack, Boiler #3 and stack, Emergency Generator and stack and natural gas pipeline.

PUBLIC PARTICIPATION
There was none.

Mr. Haste noted that the Retirement Board will convene at 10:40 a.m.

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