MEMBERS PRESENT

Jeff Haste, Chairman  
Mike Pries, Vice Chairman

George P. Hartwick, III, Secretary (ABSENT)

STAFF PRESENT

J. Scott Burford, Deputy Chief Clerk; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Steve Libhart, Director of Public Safety; Fred Lighty, Esq., Solicitor’s Office; Gerald Feaser, Jr., Director of Registration & Elections; George Connor, Director of Community & Economic Development; Kay Lengle, Human Resources; Randy Baratucci, Director of Purchasing; Dave Schreiber, Human Resources; Jack Wright, Human Services Director’s Office; Janelle Weidner, Human Resources; Faye Fisher, Director of Human Resources; Melissa Bradley, Human Resources; Ebone Turner, Human Resources; Tia Wise, Human Resources; Jennifer Simpson, Court Administration; Amy Harinath, Press Secretary; Brandi Meyer, Human Resources; Sandy Parrish, Human Resources; Brittany Ross Davis, Human Resources; Chad Saylor, Chief Clerk; Merle Foust, Human Services Director’s Office; Darla Mathis, Human Resources; and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Terry Haines

MINUTES
CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:07 a.m.

MOMENT OF SILENCE

Everyone observed a moment of silence.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

There are four sets of Meeting Minutes that will be considered at next week’s Legislative Meeting.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. George Connor & Terry Haines of Community & Economic Development

1. Presentation on the First-Time Home Buyers Program

Mr. Connor and Mr. Haines discussed the First-time Home Buyers Program. The County enacted the Act in 1996 and was primarily funded through an affordable housing fee that was added to all mortgages and deeds recorded in the County. Mr. Haines has been running the program for over 18 years. In 2015, the program helped 89 residents and in 2016 it helped 105 residents realize their dream of owning a home. Participants are required to meet income-eligibility guidelines and the home must be their primary residence. They must also attend a certified homebuyers workshop. They must first have a mortgage in place. When a home is sold or refinanced the loan that was given to the participants is recouped and goes back into the fund to help other first time homebuyers. Dauphin County has gained the reputation as the go to county. The program provides up to a $3,000 loan to assist qualified buyers with either the purchase price or closing costs. Over the past 18 years no one has been turned away.

The Commissioners asked where the participants are located.
It was noted that there is not one specific area, it is pretty much throughout Dauphin County.

**HUMAN RESOURCES**

There were no questions on the Personnel Packet. Ms. Lengle is working on a Salary Board Packet that will be distributed shortly. She asked for a vote on Item #1.

*It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve Item #1 on the Personnel Packet.*

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

The rest of the Personnel Packet will be considered at next week’s Legislative Meeting.

**PURCHASE ORDERS**

There were no questions on the Personnel Packet and there are no over budgets.

The Purchase Order Packet will be considered at next week’s Legislative Meeting.

**TRAINING PACKET**

The Training Packet will be considered at next week’s Legislative Meeting.

**ITEMS FOR DISCUSSION**

A. Every Student Succeeds Act (ESSA) Memorandum of Understandings: *(A Vote is Requested 2/1/17)*

1. Derry Township School District  
2. Millersburg Area School District  
4. Susquehanna Township School District  
5. Halifax Area School District  
7. Infinity Charter School  
8. Upper Dauphin Area School District

B. Appointment of Steve Howe, Director of Tax Assessment, to the City of Harrisburg LERTA Appeals Board. *(A Vote is Requested 2/1/17)*

*It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve Items A and B listed above under Items for Discussion.*

**Question:** Mr. Haste – Aye and Mr. Pries – Aye; motion carried.
SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.

Mr. Curcillo noted that everything on the Solicitor’s Report will be ready for consideration at next week’s Legislative Meeting.

CHIEF CLERK’S REPORT – J. SCOTT BURFORD

Mr. Burford had no report and no questions were asked.

COMMISSIONERS’ COMMENTS

The Commissioners presented Dave Schreiber with the following Proclamation:

Office of the County Commissioners
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, extend our heartfelt thanks and best wishes to Dave Schreiber as he retires from Dauphin County after a long and distinguished career;

Whereas, on June 23, 2003, Dave began working at Dauphin County full time as the Manager of Labor/Employee Relations;

Whereas, always reliable and calm under pressure, Dave has skillfully managed numerous contract negotiations with the Teamsters, AFSCME, PSSU and other employee organizations;

Whereas, Dave’s effort to build and maintain positive labor relations is deeply appreciated and will remain part of his enduring legacy at Dauphin County;

Whereas, his warm smile and caring nature will surely be missed around the county;

Therefore, we join the 270,000 residents of Dauphin County in applauding Dave Schreiber for his many years of outstanding service and countless contributions to the capital county; we warmly wish him lasting happiness and years of wonderful memories and travels with his family as he retires and embarks on a new journey; and in grateful recognition thereof, we do hereby proudly proclaim February 1, 2017 as “Dave Schreiber Day” in Dauphin County.

(Applause was given.)

The Commissioners expressed their pleasure in working with Dave. Even in a stressful environment, he would bring some levity to it. Dave was a strong and fair negotiator. He is a huge basketball fan and loves to be around his grandkids. He will be missed. If the union leaders were here they would say the same thing.
Mr. Schreiber noted that it has been a wonderful opportunity. He appreciates the Commissioners’ support, counseling and understanding. The HR staff has been wonderful to work with. He has had a tremendous and positive relationship.

(Pictures were taken.)

**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.

Transcribed by: Richie-Ann Martz