DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

MARCH 8, 2017
10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Mike Pries, Vice Chairman
George P. Hartwick, III, Secretary

STAFF PRESENT

J. Scott Burford, Assistant Chief Clerk; Tim DeFoor, Controller; Fred Lighty, Esq., Solicitor’s Office; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Jennifer Simpson, Court Administration; Laura Cullison, Controller’s Office; Steve Libhart, Director of Public Safety; Tom Guenther, Director of IT; Amy Harinath, Press Secretary; Kay Lengle, Human Resources; Nick Chimienti, Sheriff; Donna Miller, Commissioners’ Office; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Jim Roxbury, Corey Fregm, Donna Kreiser, Chris Hoffert, Jay Wenger and Ed Uravic

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:03 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. Haste that the Board approve the February 15, 2017 Workshop Meeting Minutes and the February 22, 2017 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoors and seconded by Mr. Pries that the Board approve the February 22, 2017 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Burford noted that there were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Nick Chimienti, Sheriff and Corey Fregm of Telesoft

1. Presentation on PCCD Grant Application for Criminal Justice System Improvement Strategies (Listed as Item U under Matters Requiring Board Action)

Mr. Chimienti noted that this process would bring the Sheriff’s Office up to speed.

Mr. Fregm stated that this grant application would address the warrants portion of the application. This system is utilized in 28 counties within the State. They are not just Sheriffs’ departments, some are Prothonotary, Register of Wills and Elections. Currently information is entered multiple times. This program would work with other programs and would create one list. This program would allow a deputy to see if they were serving an individual with a civil warrant that could also have a criminal warrant. The program is specific to law enforcement.

The Commissioners asked several questions. One is whether it can be tied to license plates.

Mr. Fregm indicated that it cannot, but it is tied to zip codes.

A question was also raised if it was helpful at the high school level.
Mr. Fregm indicated that HIPPA would make that difficult. There will be site training, support and development teams.

Mr. Haste asked what the price is for the total package.

Mr. Fregm indicated that the grant proposal is for $48,000 which is for the warrants portion. In total the program runs approximately $243,000. If hardware needed to be purchased that would be an additional $15,000. Implementation time can be 12 to 15 months for the total program.

Mr. Chimienti noted that the District Attorney’s Office provided laptops.

The Commissioners would like to have more financial information.

   B.   Jay Wenger, Susquehanna Group Advisors


Mr. Wenger discussed the issuance of General Obligation Bonds in the maximum amount of $21 million to refund all or a portion of the County’s outstanding General Obligation Bonds, Series D of 2010 and to refund all or a portion of the County’s outstanding General Obligation Bonds, Series of 2011. $8.3 million runs out in 2023 and $8.4 million in 2024. Based on the numbers it is estimated to save $300,000 for each loan. This would be a savings of approximately $600,000 for the year 2018. The Ordinance has been advertised for consideration at next week’s meeting. He will monitor the market for the timing of the Bonds. There is no Swap tied to this transaction. He will provide an update to the Board on the debt of the County.

The Commissioners noted that they have not raised taxes and have paid loans throughout the years making the County debt free by 2025.

**SALARY BOARD**

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

**HUMAN RESOURCES**

There were no questions.

   It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve the Personnel Packet.
Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.

PURCHASE ORDERS

Mr. Baratucci noted that he is asking that Page 12, the vehicle and outfitting for the Coroner’s Office be pulled. He also noted that an item was added on Page 3 for Human Resources for two chairs that were purchased at Federal Surplus.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Purchase Order Packet, noting that the vehicle and outfitting for the Coroner’s Office has been pulled and the purchase of two chairs for Human Resources from Federal Surplus has been added.

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 8, 2017

- **February 24, 2017** transferred $1,058,304.93 to the Payables account from the County’s Concentration account for checks issued that week.

- **March 3, 2017** transferred $3,563,892.50 to the Payables account and $1,929,223.88 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $3,993,754.05

- Debt Service Payments since last report: $2,530,390.94

- Term Investments
  - None

- Balance today in PA INVEST account #2100017144860: $1,387.90 rate 0.763%

- Balance today in BB&T Bank investment account #139003149591: $163,323.79 rate 0.300%

- Balance today in First National Bank investment account #97014743: $10,701,626.88 rate 0.800%
• Balance today in Integrity Bank Money Market account #0206001209: $13,048,807.61 rate 0.750%
• Balance today in Santander Bank investment account #9551017714: $1,256,984.40 rate 0.650%
• Balance today in Customers Bank investment account #6459102: $20,202,956.59 rate 0.790%
• Balance today in PLGIT Prime investment account #5033023: $12,413,176.60 rate 0.840%


CHIEF CLERK/CHIEF OF STAFF’S REPORT – J. SCOTT BURFORD

Mr. Burford indicated that he had nothing to report and no questions were asked.

SOLICITOR’S REPORT – FRED LIGHTY, ESQ.

Mr. Lighty reported that all items requiring Solicitor’s review are ready for consideration.

MATTERS REQUIRING BOARD ACTION

A. Service Solutions Contract between Dauphin County (Facilities Maintenance) and Automated Logic for HVAC Mechanical at the Courthouse.

B. Satisfaction Piece for Frederick L. Chapman on the property located at 4601 Londonderry Road, Harrisburg, PA 17109 - $3,500.

C. Agreement for Professional Services between Dauphin County (Prison) and Justice Benefits, Inc.

D. Modification to the 2014-2019 Motorola Hardware and Software Service Agreement (#S00001017755) between Dauphin County (Public Safety) and Motorola Solutions, Inc.

E. Partial Refund of 2017 Real Estate Taxes – Parcel #62-029-056 (2507 Locust Lane (Rear) – Hubert & Duleta Hall - $96.30.

F. Contract between Dauphin County (Controller) and Thomson Reuters for audit software.

G. Lease Agreement between Dauphin County and East Shore Associates, LLP for MDJ 12-2-02.

H. Performance Agreement between Dauphin County (Parks & Recreation) and John A. Hubley, III – Wildwood Park Wetlands Festival (April 29, 2017) - $700.

I. Performance Agreement between Dauphin County (Parks & Recreation) and Nathan J. McKelvie – Wetlands Festival (April 29, 2017) - $200.
J. Agreement between Dauphin County (Probation Services) and Latshaw Inc. for HVAC maintenance.

K. Resolution #5 - 2017 – Submission of a Grant Request for funds for a Master Site Plan for Detweiler Park to the PA Department of Conservation & Natural Resources.

L. Resolution #6 - 2017 – Submission of a Grant Request for funds for enhancements in Wildwood Park to the PA Department of Conservation & Natural Resources.

M. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Drug and Alcohol Rehabilitation Service, Inc.
   2. Family Care Services, Inc.
   4. The Glen Mills Schools, Inc.
   5. LifeSpan Family Services of PA, Inc.

N. Adoption Assistance Agreement #2017-01.

O. Amendment #1 to Adoption Assistance Agreement #2012-41.

P. Intergovernmental Agreement between Dauphin County (Drugs & Alcohol) and the Commonwealth of Pennsylvania, Department of Corrections.

Q. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/ID) and Thomas E. Fink, Ph.D.

R. Wiconisco Fire Hall Rental Contract (Ladies Night Out Event).

S. Independent Contractor Agreement between Dauphin County (District Attorney) and Gary T. Lathrop (Local Police Counseling Support).

T. Independent Contractor Agreement between Dauphin County (District Attorney) and Gary T. Lathrop (DA Crime Commission).

U. Submission of a PCCD Grant for Criminal Justice System Improvement Strategies.

V. Change Order #04-G – Wayne S. Lesher IV, Inc. - $4,241.00 (painting of rooms 103C, 103D, stairway to basement between rooms C101B and 102F).

W. Change Order #05-G – Wayne S. Lesher IV, Inc. - $1,535.00 (wall framing, drywall, painting for chase in Jury Room, column box out in Hall 104F).

X. Proposal from Automated Logic to furnish and install the necessary controls for the renovated areas on the First Floor, Court Administrator's area - $18,380.

Y. Amendment to Contract No. OB-RACP-1116 between the Commonwealth of Pennsylvania and Dauphin County extending the termination date from March 31, 2017 to March 31, 2018 (Whitaker Center).

Z. Appointment of Sean Tosh and Angelica Fiore-Torres to the Dauphin County Drug and Alcohol Advisory Board. Mr. Tosh and Ms. Fiore-Torres’ terms will expire December 31, 2019.

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

**Question:** Mr. Haste – Aye (voted No for Item Z (Sean Tosh); Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.

### FORMER BUSINESS

There was none.

### NEW BUSINESS

There was none.

### COMMISSIONERS’ DISCUSSION & ACTIONS

Mr. Pries congratulated Commissioner Hartwick on his NACo appointment as Vice Chair of the National Democratic Commissioners’ Association.

Mr. Hartwick discussed the Affordable Care Act changes and that U.S. Representative Barletta reached out to discuss what the impacts are going to be.

### CORRESPONDENCE

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

- **A.** Notification from LTL Consultants, LTD. advising that East Hanover Township is applying to DEP for a GP-11 Permit for the Carlson Road over Moyer Run Project.

- **B.** Receipt of a letter from Americomm, LLC advising that Comcast Cable is submitting an application for Wire, Conduit and Cable Occupancy of Norfolk Southern property – 236786 – Docket # A-2016-2566560 Completion.

- **C.** Notification from Skelly and Loy advising that they are applying to DEP for a public Water Supply Permit Amendment to add a corrosion control treatment system to the public water system at Camp Hebron.

### 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.