DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

MAY 31, 2017
10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
George P. Hartwick, III, Secretary

Mike Pries, Vice Chairman (ABSENT)

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Fred Lighty, Esq., Solicitor’s Office; Randy Baratucci, Director of Purchasing; Jerry Feaser, Director of Voter Registration/Elections; Mike Yohe, Director of Budget & Finance; Amy Harinath, Press Secretary; Carl Dickson, Director of Parks & Recreation; Larry Moore, Parks & Recreation; Michelle Hornberger, Parks & Recreation; Jennifer Simpson, Court Administration; Kay Lengle, Human Resources; Annmarie Kaiser, Administrator of Children & Youth; Currin Haines-Yoder, Children & Youth; Laura Cullison, Controller’s Office; Randie Yeager, Director of Human Services; J. Scott Burford, Deputy Chief Clerk; Jennifer Locklier, Human Resources; Adriana Vukmanic, Solicitor’s Office; Rebecca McCullough, Commissioners’ Office; Adam Hawk, Controller’s Office; April Rudick, Human Services; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office; Ruby Doub, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

James Roxbury, Janet Reed, Erin Moore, Adrienne Squillace, Tina Nixon, Annette van Eeden, Lindsey Hippensteel, Gary Holtzapple, Hufrish Irani, Andy Rebuck, Maureen Kingsmore, Wes Bower, Will Anderson, Samantha Krepps, Scott Elliott, Gabby Chisholm, Yvette Alvarado, Nick DiFrancesco, Ric Cooper, S.D. Cooper, Kelly Summerford, Jessica Lilly, Rick Dunlap, George Sheetz and Sue Kunisky
CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:06 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. Haste that the Board approve the May 10, 2017 Workshop Meeting Minutes and the May 17, 2017 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Hartwick that the Board approve the May 17, 2017 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

ELECTION BOARD

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

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Carl Dickson & Larry Moore – Parks & Recreation

1. Parks & Recreation Summer Concert Series & Recognition of Corporate Sponsors

Mr. Dickson and Mr. Moore welcomed and thanked all the wonderful sponsors. Without these relationships, the County would not be able to offer such great programs. This is the 10\textsuperscript{th} year for the Music & Wine and Cultural Festivals. The annual series features
five major festivals. There are six free Sunset Music and Movie evening shows at
different venues throughout the County. The major music festivals will feature two
stages, ten wineries from the Hershey Harrisburg Wine Country, 20 national recording
acts and 18 of the area’s elite performing artists. The music will range from pop, neo-
soul, bluegrass, rock, funk, folk, blues, R&B, country and jazz. There is a total of 45
corporate and 12 media and community sponsors, totaling $110,000 in corporate funds,
consisting of marketing and community services, and 80 hotel rooms, totaling $150,000
in community partnerships.

The following sponsors were acknowledged:

Title Sponsors

1. Black History Month Living History School Program, the Cultural Festival and
Music Festivals – Highmark Blue Shield – Dan Day, Gary Holtzapple, Lindsey
Hippensteel, Kathy McKenzie and Annette van Eeden
3. Jazz & Wine Festival – PA Housing Finance Agency – Brian Hudson and Scott
Elliott
4. Jazz & Wine Festival – PNC Bank – Lori Alderman and Adrienne Squillace
5. Music & Fine and Jazz & Wine Festivals – The Brenner Family Stage
(purchasing the naming of the stages) – Mike Brenner and Jordan Stephens

Major Corporate Sponsors

1. Cultural Festival and Egg Hunt – Hershey Company – Alex Oles, Katrina Briddell
and AJ Petross
2. Cultural Festival – Pinnacle Health – Tina Nixon
3. Diabetes Movement Initiative – Fitness Festival – Capital Blue Cross – Autumn
Lang and Jessica Lilly

State Arts Grants (Involved with PCA & PA Partners in the Arts)

1. Pennsylvania Partners in Arts (Jump Street) – Melissa Snyder and Jeff Copus

Media Sponsors

1. Hershey Harrisburg Visitors Bureau – Mary Smith and Rick Dunlap
2. ESPN 92.7 and 101 Fun – Krista Howard
3. 98.9 WQLV – Ric Cooper and Jay Dee Cooper
4. ABC 27 – Betty Bryan and Valerie Pritchard
5. Showcase Now – George Sheetz, Kelly Summerford and Phyllis Bennett
6. Urban Connection – Vera Cornish and Alana Cornish
7. Lamar Advertising – Andy Rebuck
8. EXPN – Wes Bower
9. WITF – Christine Smith
10. The Burg – Lauren Maurer
11. Latino Connection – George Fernandes & Yvette Aluarado
12. Perry Media Group – Marcia Perry, Julia Mallory and Maureen Kingsmore

Hotel Sponsors

1. Harrisburg Hilton – Barry Dively and Nick DiFrancesco
2. Days Inn – Zech Anthony
3. Hampton Inn Suites & Spring Hill Suites – Kirsha Damone
4. Clarion Inn & Suites – Gary Sheth
5. Crowne Plaza – Daryl Cason
6. Best Western – Central Hotel – Hufrish Irani

Community Partners

1. Blues Society of Central PA – Music Festival – Gary Rothrock and Buster Grubb
4. Central PA Friends of Jazz – Steve Rudolph
5. Gateway Insurance – Erin Moore and Kenny Brown
6. Filson Water – Jeff Kintz
7. Giant Food Stores – Stacey Miller and Samantha Krepps
8. Lancaster County Solid Waste Management Authority – Allison Vollmer and Lynn Morrison

(Appplause was given.)

The schedule of the events is as follows:

4. Cultural Festival – August 4, 2017 (attendance in 2016 – 6,000)
5. Jazz & Wine Festival – September 8-10, 2017 (attendance in 2016 – 6,500)
6. Fort Hunter Day – September 17, 2017
7. Art in the Wild – running until October 31
8. Free movies series – Fridays in June – most events take place at Fort Hunter
9. Ribbon cutting for Detweiler Park – June 19, 2017 at 10:00 a.m.

The Commissioners thanked the sponsors and the community partners, because these events could not be possible without their help. The events have been successful, rain or shine, and it is because everyone comes together.

(Pictures were taken.)

B. Annmarie Kaiser, Administrator of Children & Youth
Ms. Kaiser noted that she has with her Currin Haines-Yoder, Foster Care Program Director.

Ms. Kaiser reported that Children & Youth received over 6,000 referrals last year. In some cases, they were able to work with the families and not disrupt their homes. In some situations, the home environment is not safe for the child. In those situations, Children & Youth work with the family to locate an appropriate family member to care for the child. If necessary, they will use the fostercare system to locate a good home for the child with either someone they know or another individual who is willing to open their home and provide the child with a safe and loving environment. There is a significant need for foster care homes. The agency often struggles to find a foster care home in the area to ensure that the disruption to the child’s education and community is minimal. Being a foster care parent can make a significant difference in a child’s life. Providing positive relationships and mentors will allow the child to lead a happy, healthy and productive life.

Ms. Kaiser urged individuals who are interested in opening up their homes to children, particularly those with medical and emotional needs, to contact the Children & Youth Agency. She thanked the Commissioners for taking the time to recognize the importance of foster care parents.

Mr. Haste questioned what the Agency is going to do to recruit foster parents.

Ms. Kaiser indicated that they do have a fostercare recruitment plan – a media campaign and mentor information is on the County website and interested individuals can stop by the Agency.

Mr. Hartwick indicated that the Agency is looking to churches and faith-based communities and the media. They are trying to make the avenue as easy as possible and not give individuals more red tape, but at the same time make sure all the safety issues are addressed.

The Board indicated that if the Agency needs any help that they should let them know.

Mr. Hartwick read the following Proclamation:

Office of the County Commissioners  
Dauphin County, Pennsylvania  
Proclamation

We, the Dauphin County Board of Commissioners, are delighted to join communities across the nation in raising awareness about foster care and spotlighting the children who are in need of a loving home;
Whereas, nationally, there are more than 415,129 children and youth in foster care, 22,980 in Pennsylvania and over 350 in Dauphin County;

Whereas, these children come from diverse backgrounds; many have special needs because of physical, mental, or emotional disabilities, or because they must be placed with other siblings or are of school-age;

Whereas, all young people in foster care need a meaningful connection to someone who can be a support and lasting presence in their lives;

Whereas, foster, kinship and adoptive families who open their hearts and homes to children whose families are in crisis play a vital role in helping children and families heal and reconnect;

Therefore, we join with the 270,000 residents of Dauphin County in showing our appreciation for all the families who have open their doors to children in need as foster families and to encourage others to do the same; and in grateful recognition thereof, we do hereby proclaim May 2017 to be "National Foster Care Month" in Dauphin County.

**SALARY BOARD**

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

**HUMAN RESOURCES**

Ms. Lengle asked if there were any questions on the Personnel Packet. She indicated that the packet included an educational program.

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

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

**PURCHASE ORDERS**

Mr. Baratucci noted that everything is good to go. There were no questions.

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

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

Mr. Baratucci stated that last Wednesday, a bid opening took place for Improvements to a Sewer Project. No bids were received. He is waiting to hear back from Herbert, Rowland & Grubic, Inc. for the next step. He believes that it will need to be rebid.

**REPORT FROM BUDGET & FINANCE DIRECTOR – MIKE YOHE**

Mr. Yohe presented the following Report:
Report from the Office of Budget & Finance  
May 31, 2017

- **May 19, 2017** transferred $3,513,757.31 to the Payables account from the County’s Concentration account for checks issued that week.

- **May 26, 2017** transferred $3,760,449.88 to the Payables account and $1,958,074.08 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $6,487,019.36

- Debt Service Payments since last report: $480,000.00

**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 - $20,000,000.00 3-month Term CD – PLGIT – 1.00% - matures 7/5/17
- 4/6/17 - $7,500,000.00 4-month Term CD – PLGIT – 1.07% - matures 8/4/17
- 4/6/17 - $7,500,000.00 5-month Term CD – PLGIT – 1.20% - matures 9/5/17
- 5/5/17 - $5,000,000.00 3-month Term CD – PLGIT – 1.03% - matures 7/28/17

- Balance today in PA INVEST account #2100017144860: $1,389.87 rate 0.910%

- Balance today in BB&T Bank investment account #1390003149591: $163,397.51 rate 0.300%

- Balance today in First National Bank investment account #97014743: $10,722,046.22 rate 0.930%

- Balance today in Integrity Bank Money Market account #0206001209: $16,576,412.13 rate 0.860%

- Balance today in Santander Bank investment account #9551017714: $5,259,344.67 rate 1.000%

- Balance today in Customers Bank investment account #6459102: $15,528,834.67 rate 1.000%

- Balance today in PLGIT Prime investment account #5033023: $8,732,520.72 rate 0.930%

Mr. Yohe noted that he will be replacing BB&T with Riverview.

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

Mr. Saylor stated that the employees who have direct deposit still get a paper check. Laura Cullison is working to get away from paper stubs.

He introduced Rebecca McCullough of St. Vincent’s. She is the Commissioners’ Office Intern for the summer. She called neighboring counties to see how they do payroll. The County should be able to implement this over the next few weeks.

Mr. DeFoor indicated that they are currently working with IT and by mid-July the County should be as paperless as possible.

**SOLICITOR’S REPORT – FRED LIGHTY, ESQ.**

Mr. Lighty reported that all items on the Agenda that required Solicitor’s review are ready for consideration. There were no questions.

**MATTERS REQUIRING BOARD ACTION**

A. Repository Bid received from Edgardo Barberena – Parcel #09-016-036 (1561 Walnut Street) - $510.00.

B. Repository Bid received from Carol E. Peterson – Parcel #10-027-075 (2708 Reel Street) - $500.00.

C. Graduated Response Training Contract between Dauphin County and Dr. Naomi E. Goldstein to provide an evidence-based practice training on graduated responses for the juvenile staff of Probation Services.

D. Supervision Funds Agreement between Dauphin County and the Commonwealth of Pennsylvania Board of Probation and Parole.

E. Agreement between Dauphin County (Public Safety/South Central Task Force) and Toshiba Business Solutions d/b/a Card Data Systems for Photo ID Printer Maintenance (July 1, 2017 – June 30, 2018).

F. Agreement between Dauphin County (Public Safety/South Central Task Force) and Dell Marketing, LP for software maintenance and support services for all software components related to the WebEOC Incident Management System (July 1, 2017 – June 30, 2018).

G. Agreement between Dauphin County (Public Safety/South Central Task Force) and Smiths Detection for the annual maintenance for the 5 Hazmat ID 360’s purchased for the regional HMRT’s.

H. Agreement between Dauphin County (Public Safety/South Central Task Force) and Dell Marketing, LP for SalamanderLive Photo ID System Service.

I. Agreement between Dauphin County (Public Safety/South Central Task Force) and Dell Marketing, LP for Citrix Software Renewal (June 26, 2017 – July 25, 2018).
J. Maintenance Agreement between Dauphin County (Work Release) and Latshaw Inc. for HVAC (May 1, 2017 – April 30, 2020).

K. Maintenance Agreement between Dauphin County (Work Release) and Latshaw, Inc. for Hot Water Heaters (May 1, 2017 – April 30, 2018).

L. Amendment to Memorandum of Understanding between Dauphin County (Public Safety) and Derry Township for leased computers to be used by the Derry Police Dispatch Center to operate the computer aided dispatch software.

M. Repository Bid received from Ashley Duncan – Parcel #09-079-047 (1940 Zarker Street) - $500.00.

N. Repository Bid received from Zack Engle – Parcel #12-006-041 (510 Hamilton Street) - $500.00.

O. Performance Agreement between Dauphin County (Parks & Recreation) and Sharyn Faulkner – Biking at the Five Senses Garden (May 23, 2017) - $100.00.

P. Catering Agreement between Dauphin County (AAA) and C&J Catering (Volunteer Appreciation Picnic).

Q. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Bethanna, Inc.
   2. COBYS Family Services, Inc.
   3. National Mentor Healthcare, LLC t/d/b/a Pennsylvania Mentor
   4. United Methodist Home for Children, Inc.
   5. Valley Youth House Committee, Inc.
   6. Harrisburg Area YMCA, Inc.

R. Memorandum of Understanding between Dauphin County (Children & Youth) and the SWAN Legal Service Initiative (LSI), Diakon – SWAN, LLC and Family Design Resources, Inc.

S. Addendum #1 to Purchase of Service Agreement between Dauphin County (Drugs & Alcohol) and Genesis House, Inc.

T. Amendment #1 to Purchase of Service Agreement between Dauphin County (Drugs & Alcohol) and White Deer Run, Inc.

U. Amendment #3 to Purchase of Service Agreement between Dauphin County (MH/ID) and CMU, Inc.

V. Amendment #10 to HealthChoices Behavioral Health Grant Agreement between Dauphin County (MH/ID) and the Commonwealth of Pennsylvania, Department of Human Services.

W. Subgrant Agreement between Dauphin County (Human Services Director’s Office) and Child Care Network, Inc.

X. Amendment #1 to Purchase of Service Agreement between Dauphin County (Tax Assessment) and Palmetto Posting, Inc.
Y. Business Service Order Agreement between Dauphin County (IT) and Comcast for MDJ Lindsey's Office.

Z. Approval of the Independent Contractor Agreement between Dauphin County (District Attorney) and Kathleen Gnall with respect to Phase I only of the project.

AA. Human Services Block Grant Plan for FY 2017/2018.

BB. Commissioners' Oversights 5/31/17.

CC. Training Packet.

It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve Items A through CC, listed above under Matters Requiring Board Action.

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

FORMER BUSINESS
There was none.

NEW BUSINESS
There was none.

COMMISSIONERS’ DISCUSSION & ACTIONS
Mr. Haste noted that the public Meeting for FY 2017/2018 Budget will begin at 1:30 p.m. today in the Commissioners' Hearing Room.

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

A. Notification from Vortex Environmental, Inc. advising that Mark Foreman is applying to DEP for a General Permit #4 and #5 for a Pond Project at 407 Meadow Lane, Hershey.

B. Notification from GHD advising that the Lower Paxton Township Authority is applying to DEP for a NPDES Permit for stormwater discharges associated with the Beaver Creek Mini-Basin 2A, 2B, 2C, 5B Sanitary Sewer Replacement Project.

C. Notification from HB Engineering, Inc. advising that Graybill Salvage is applying to DEP for a NPDES Permit for stormwater discharges associated with Importing Clean Fill Project at 4207 Roush Road, Middletown, PA.

D. Notification from Letterle & Associates advising that Select Transport, Inc. is applying to DEP for a Site Specific Installation Permit for the installation of 2 new 12,000 gallon ASTs for Jet-A Fuel at the Select Medical hangar at HIA.
E. Receipt of a letter from Highspire Borough advising that they are applying for funding assistance from the Commonwealth Financing Authority through their Flood Mitigation Program for the Highspire Borough Flood Mitigation Feasibility Study.

F. Notification from Vittorio Mangine advising of his intent to submit an application to DEP for the construction of the Mangine Bridge Project, which is located in Jefferson Township (Back Road over the North Fork of Powell’s Creek, ½ miles west of the intersection of Back Road and Powell’s Valley Road.

G. Notification from Herbert, Rowland & Grubic, Inc. advising that they are preparing a Commonwealth Financing Authority Sewage Facilities Program grant application on behalf of the Municipal Authority of Lower Swatara Township, which will be submitted on May 31, 2017.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

There being no further business, it was moved by Mr. Hartwick and seconded by Mr. Haste that the Board adjourn; motion carried.

Transcribed by: Richie-Ann Martz