DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

SEPTEMBER 6, 2017
10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Mike Pries, Vice Chairman

George P. Hartwick, III, Secretary (ABSENT)

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Fred Lighty, Esq., Solicitor’s Office; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Gerald Feaser, Jr., Director of Registration & Elections; Kay Lengle, Human Resources; Amy Harinath, Press Secretary; Randie Yeager, Director of Human Services; J. Scott Burford, Deputy Chief Clerk; Adriana Vukmanic, Solicitor’s Office; Donna S. Miller, Commissioners’ Office; Ruby Doub, Commissioners’ Office; Julie Mackey, Commissioners’ Office; Melody Osborn, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Vera Cornish, Tim Reardon, Mark Stewart, Esq., Nathan Neil and Lil Jackson

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

It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve the August 16, 2017 Workshop Meeting Minutes and the August 23, 2017 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the August 16, 2017 Salary 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. Vera Cornish – Presentation on “Access & Opportunity”

Ms. Cornish discussed the Access & Opportunity series and how it remains committed to convening decision makers that are engaged in strategic initiatives focused on recruiting, retaining and developing a diverse talent pool and workforce. Discussion points included employment opportunities and the impact on economic development, reframing and repositioning the brand identity of Central Pennsylvania as it relates to the recruitment and retention of a diverse talent pool and workforce and academic initiatives that address existing gaps between career and educational opportunities.

This is the second year of a four-city tour, including Harrisburg, Lancaster, York and Hershey. The 2017 breakfast series embraced the theme “The Power of Exposure”. The speakers that have and will participate in the series includes: Dr. Peter H. Garland of PHEAA, Tina L. Nixon of Pinnacle Health System, Andrew Helmer of Hershey Entertainment & Resorts, Stacey Miller of Purple Deck Media, Dr. Warren R. Anderson of HACC, Commissioner Jeff Haste, Dr. Vilas Prabhu of Millersville University and Shileste Overton Morris of the Center for Schools and Communities.
An Access & Opportunity Career Fair was held in January 2017. While it was a regional conversation, Dauphin County was and continues to be at the center. Dauphin County is highlighted as a destination and a welcoming community for employment and living.

Mr. Neil noted that the Access & Opportunity website’s primary focus is the employment opportunities in Dauphin County. The site was developed to assist in the recruitment of individuals within the region and across the nation. They have a partnership with Indeed and through this partnership there are currently 128 pages of employment opportunities.

**SALARY BOARD**

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

**HUMAN RESOURCES**

There were no changes and no questions were asked.

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

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

**PURCHASE ORDERS**

Mr. Baratucci noted that the one budget adjustment was made. There were no questions.

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

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

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

Mr. Yohe provided the following Report:

Report from the Office of Budget & Finance  
September 6, 2017

- **August 25, 2017** transferred $1,640,299.76 to the Payables account from the County’s Concentration account for checks issued that week.

- **September 1, 2017** transferred $3,433,862.63 to the Payables account and $1,876,381.79 to the Payroll account from the County’s Concentration account for checks issued that week.
- **Wire Payments since last report:** $3,878,795.97

- **Debt Service Payments since last report:** $111,574.93

- **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
  - 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:** $1,394.52 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:** $5,747,746.75 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:** $15,579,726.34 rate 1.000%

- **Balance today in PLGIT Prime investment account #5033023:** $25,413,008.44 rate 1.140%

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


**CHIEF CLERK/CHIEF OF STAFF’S REPORT – CHAD SAYLOR**

Mr. Saylor reported that the Capital Area Transit Board met last week and took a number of steps towards consolidation. The Solicitor developed a RFP for management services. A Resolution was adopted appointing three individuals to a task force to look at consolidation and was forwarded to the other agencies to take part. The whole process will take several months. CAT continues to operate. They are developing a service route to get veterans to the VA Hospital and are also working on a bus route to a new warehouse across the river.
Mr. Pries commended the members of CAT for their calm and steady approach. The process takes time.

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

Mr. Curcillo noted that everything that was on the Solicitor’s Report is ready for approval. He noted on Item Q that it is for eligibility purposes only. The list is not final, it just moves them to the next step.

MATTERS REQUIRING BOARD ACTION


B. Partial Refund of 2017 Real Estate Taxes – Parcel #08-019-080 (1422 Walnut Street) – Buster & Geraldine Mills - $149.24.

C. Purchase of Service Agreement between Dauphin County (Children & Youth) and Lancaster County Youth Intervention Center.

D. Amendment #2 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Valley Youth House Committee, Inc.

E. Addendum #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Harrisburg Area YMCA, Inc.

F. Adoption Assistance Agreements #2017-20, #2017-21 and #2017-22.

G. Purchase of Service Agreements between Dauphin County (MH/ID) and:
   1. J.E.T. Response LLC
   2. Potentiality Therapy Services, LLC

H. Amendments to Purchase of Service Agreements between Dauphin County (MH/ID) and:
   1. The ARC of Dauphin County – Amendment #2
   2. 106 Walnut Law Offices – Amendment #1 (FY 2016-2017)
   3. 106 Walnut Law Offices – Amendment #1 (FY 2017-2018)
   4. Aurora Social Rehabilitation Services – Amendment #1
   5. Dinnah Mitro, PT – Amendment #2

I. Homeless Assistance Program (HAP) Fund Agreement between Dauphin County and Christian Churches United of the Tri-County Area, Inc. – Amendment #2

J. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Patrick Akins – Celebrate Wildwood (September 24, 2017) - $150.00.

K. Subcontractor Agreement between Dauphin County (Prison) and Tri-County Opportunities Industrialization Center, Inc.

L. Partial Refund of 2016 & 2017 Real Estate Taxes – Parcel #03-001-069 (303 Walnut Street) – Redevelopment Authority of Harrisburg - $141,068.05.
M. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Jason Rubinic – Celebrate Wildwood (September 24, 2017) - $125.00.

N. Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:
   1. Dr. Jamie Houston-Mulligan
   2. Eagleville Hospital, Inc.
   3. Frances Lavender

O. Memorandum of Understandings between Dauphin County (Judicial Center) and the following law enforcement agencies for the release of records subject to Criminal History Record Information Act (CHRIA):
   1. Susquehanna Township
   2. Royalton Borough Police Dept.

P. Dauphin County Contract with Tri-County Regional Planning for Route 39 Study funded by Liquid Fuels Funds.

Q. Approval of County sponsorship, for eligibility purposes only, of Local Share Municipal Gaming Grant Applications from the entities identified in the Solicitor’s Report.

R. Exoneration of 2016 County Taxes – Parcel #01-049-048-000-0000 (1600 S. Cameron St.) – City of Harrisburg (Capital Area Greenbelt Association).

S. Fee Affirmation with BB&T – Dauphin County Site Specific Post Closure Trust Account.


U. Extension Letter to the Household Hazardous Waste Disposal Agreement between Dauphin County (Solid Waste) and Curbside, Inc.

V. Service Contract #85000185, Endorsement No. 306315 between Dauphin County (Treasurer’s Office) and Dunbar Armored, Inc.

W. Vigilnet Supply and Support Service Agreement between Dauphin County (Probation Services) and Vigilnet America LLC.


Y. Training Packet.

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

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

FORMER BUSINESS

There was none.
NEW BUSINESS

There was none.

COMMISSIONERS’ DISCUSSION & ACTIONS

The Commissioners noted that Commissioner Hartwick was in Washington, D.C., on behalf of CCAP and NACo, testifying at a Congressional Hearing on the National Flood Insurance Program. It was noted that Pennsylvania is the most flooded State in the Union.

CORRESPONDENCE

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

A. Notification from The Hershey Company advising that they are applying to DEP for a facility-wide air quality State Only Operating Permit to continue its chocolate and confectionery products manufacturing facility located at 1033 Old West Chocolate Avenue.

B. Notification from Dynamls, Inc. advising that Pilot Travel Centers LLC is applying to DEP for the renewal of a NPDES Permit to discharge sewage effluent from minor sewage facility in Reed Township.

C. Notification from Herbert, Rowland & Grubic, Inc. advising that Lower Paxton Township is applying to DEP for a BWEW-GP-1 General Permit for storm sewer replacement and rehabilitation for Clermont Drainage Improvement Project.

D. Notification from The Hershey Company advising that they are applying to DEP for a State Only Operating Permit Renewal Application for the removal of the print shop from the facility. Sources now include two small boilers and two emergency generators.

E. Receipt of an Environmental Covenant for Nancy L. Martin – Parcel #01-032-011.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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