DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

FEBRUARY 7, 2018
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; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; J. Scott Burford, Deputy Chief Clerk; Gerald Feaser, Jr., Director of Registration & Elections; Laura Cullison, Controller’s Office; Judge Deborah Curcillo; Kay Lengle, Human Resources; Fred Lighty, Esq., Solicitor’s Office; Greg Schneider, Budget & Finance; Anthony DiFrancesco, Director of Veterans Affairs; Nick Chimienti, Sheriff; Vince Paese, Controller’s Office; Ruby Doub, Commissioners’ Office and Julie Mackey, Commissioners’ Office

GUESTS PRESENT

David Dekak, Steve Marrone, Rich Farr, Bob Philbin and Mary Beth Follett

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:08 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 January 17, 2018 Workshop Meeting Minutes and the January 24, 2018 Legislative Meeting Minutes; motion carried.

It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve the January 24, 2018 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor reported that an Executive Session was held this morning to discuss litigation.

PUBLIC PARTICIPATION

There was none.

ELECTION BOARD

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

DIRECTORS/GUESTS

A. Richard Farr, Capital Area Transit

   1. Presentation on CAT Services to the VA Hospital

In addition to Mr. Farr, Mr. Philbin was also in attendance. Mr. Farr has had conversations regarding CAT’s Vet Program with the Lebanon VA and this initiative is in 10 other counties. In 2016, it was funded by a small grant to the County and a private donor. Mr. Farr is working with the VFW who has been giving a small amount of money to make it sustainable for 2 years. They are currently three months into the program and the ride goes from York to Lebanon. They applied for a $55,000 grant with the Department of Military Affairs for Dauphin, Columbia, York, Adams, Cumberland and Lebanon counties.
Mr. Haste indicated his support.

Mr. Hartwick indicated that he would like to coordinate with the County’s Human Services Director to identify better services not just for the VA, but all county level services and make veterans a priority.

Mr. Farr stated that they are asking to work with the Director of Veterans Affairs in Dauphin County.

Commissioners Haste and Hartwick gave verbal approval.

Mr. Saylor asked if Mr. Farr could provide the Commissioners with an update on CAT.

Mr. Farr noted that he has only been on the job for seven days and the employees want to make a difference in the community, but there are process changes. The two big issues are finances and service delivered as scheduled. They are moving into contract negotiations. He stated that CAT has a dedicated workforce.

**SALARY BOARD**

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

**HUMAN RESOURCES**

Ms. Lengle noted that she is pulling Item #32. There were no questions.

> It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve the Personnel Packet, noting that Item #32 was pulled.

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

**PURCHASE ORDERS**

Mr. Baratucci noted that all budget issues were addressed. No questions were asked.

> 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.

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

Mr. Yohe provided the following Report:
Report from the Office of Budget & Finance  
February 7, 2018

- **January 26, 2018** transferred $2,664,771.19 to the Payables account from the County’s Concentration account for checks issued that week.

- **February 2, 2018** transferred $6,287,841.15 to the Payables account and $2,041,853.58 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $5,876,925.93

- Debt Service Payments since last report: $0.00

- Term Investments
  - None

- Balance today in PA INVEST account #2100017144860: $1,399.81 rate 1.378%

- Balance today in First National Bank investment account #97014743: $5,775,454.49 rate 1.250%

- Balance today in S&T Bank Money Market account #0206001209: $11,947,591.11 rate 1.360%

- Balance today in Santander Bank investment account #9551017714: $5,923,917.47 rate 1.350%

- Balance today in Customers Bank investment account #6459102: $21,857,513.23 rate 1.350%

- Balance today in PLGIT Prime investment account #5033023: $3,096,727.66 rate 1.440%

- Balance today in Riverview Bank investment account #227069210: $3,019,359.38 rate 1.350%


Mr. Yohe noted that tax revenue is starting to come in.

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

Mr. Saylor had no report and no questions were asked.
SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.

Mr. Curcillo noted that everything on the Agenda that was reviewed by the Solicitor’s Office is ready for approval. No questions were asked.

MATTERS REQUIRING BOARD ACTION

A. Agreement for Legal Services (Court Appointed Counsel) between Dauphin County (Courts) and:
   1. Law Offices of Fawn Kehler (Fawn Kehler)
   2. Law Offices of Silliker & Reinhold (Mark Silliker)

B. Repository Bids received from Konin Kouadio for the following properties:
   1. Parcel #30-031-025 (Klugh Street) - $500.00
   2. Parcel #31-031-032 (Klugh Street) - $500.00
   3. Parcel #63-044-017 (Harrison Street) - $500.00
   4. Parcel #63-044-025 (Carlisle Street) - $500.00

C. Satisfaction Piece for Joshua and Michele Mutek on the property located at 1282 Highland Avenue, Steelton, PA 17113 - $3,000.00.

D. Agreement for Health Screenings between Dauphin County (Wellness) and Integrated Corporate Health, LLC d/b/a Integrated Health 21 for biometric health screenings for 2018.

E. Contractor Agreement between Dauphin County (Probation Services) and #1 A LifeSafer, Inc. f/k/a LifeSafer Interlock, Inc. for the Ignition Interlock Program.

F. Modification to Service Agreement USC000006709 (formerly S0001017755) between Dauphin County (Public Safety) and Motorola Solutions, Inc. reducing the price of the annual service by $18,000.

G. Proposal from Post & Schell for the HIPAA Privacy and Confidentiality Assessment for Dauphin County.


I. Performance Agreement between Dauphin County (Parks & Recreation) and Kristie M. Smith – March 10, 2018 (Girl and Boy Scout Workshop: Leave No Trace) - $150.00.

J. Performance Agreement between Dauphin County (Parks & Recreation) and Charles Smith – March 10, 2018, April 14, 2018, May 12, 2018 and June 9, 2018 (Taking Your Photography to the Next Level) - $2,400.00 (maximum).

K. Performance Agreement between Dauphin County (Parks & Recreation) and Charles Smith – February 10, 2018 (Getting the Most from your Digital Camera) - $2,000.00 (maximum).

L. Band Performance Contract between Dauphin County (Parks & Recreation) and Mike Phillips – Dauphin County Jazz & Wine Festival (September 8, 2018) - $8,000.00.
M. Contract between Dauphin County (Parks & Recreation) and IEG Marketing – Glenn White for services at the Music & Wine Fest, Brew Fest, Cultural Fest and Jazz Fest - $4,000.00.

N. Performance Agreement between Dauphin County (Parks & Recreation) and Ray Owen – March 25, 2018 (Dauphin County Egg Hunt) - $450.00.

O. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Katie Hornberger – March 25, 2018 (Dauphin County Egg Hunt) - $125.00.

P. Agreement between Dauphin County (Parks & Recreation) and Sound Advantage Inc. for the Sunset Movies Series as a vendor for the year 2018 – June 1, 8, 15, 16, 22 & 29, 2018 - $5,700.00.

Q. Performance Agreement between Dauphin County (Parks & Recreation) and Johanna Kodlick – July 21, 2018 (Brew Fest) - $1,000.00.

R. Performance Agreement between Dauphin County (Parks & Recreation) and Ginger Coyle Hull – July 21, 2018 (Brew Fest) - $800.00.

S. Performance Agreement between Dauphin County (Parks & Recreation) and Mighty Music Corporation (On the Edge Productions, LLC for Nick Colionne) – September 9, 2018 (Dauphin County Jazz & Wine Festival) - $8,500.00.

T. Motorola Radio System Maintenance Contract between Dauphin County (Probation Services) and K & C Communications.

U. Satisfaction Piece for Janette M. Baim on the property located at 310 Woodland View Court, Harrisburg, PA 17110 - $3,000.00.


W. Dauphin County Local Share Municipal Grant Agreement between the County of Dauphin and the Dauphin County Redevelopment Authority.

X. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Aa to Zz Child Care and Learning Center, Inc.
   2. COBYs Family Services, Inc.
   4. Steelton-Highspire School District

Y. Amendment #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Big Brothers Big Sisters of the Capital Region, Inc.

Z. Adoption Assistance Agreement #2018-12.

AA. Amendment #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Gaudenzia, Inc.

BB. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/ID) and Keystone Service Systems, Inc.
CC. Intergovernmental Transfer Agreement between Dauphin County and the Halifax Fire Department for the transfer of a 2002 Ford F350 Truck.

DD. Amendment #1 to Purchase of Service Agreement between Dauphin County and the Heinz-Menaker Senior Center. (PULLED)

EE. Reimbursement of costs for Samira Randolph in the amount of $312.00.

FF. Purchase of Service Agreement between Dauphin County (Conservation District) and Kerwin and Kerwin, LLP.

GG. Primary Staffing Vendor Agreement between Dauphin County and The U Group, LLC.


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

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

KK. Training Packet.

Mr. Hartwick noted that he would like to pull Item DD.

**It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve Items A through KK, listed above under Matters Requiring Board Action; noting that Item DD was pulled.**

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

**FORMER BUSINESS**

Mr. Saylor noted that two members of the 4th Floor have left. Jessica Spandler moved to the Courts and Melody Osborn is working in the private sector. He thanked them for their service and wished them well.

**NEW BUSINESS**

There was none.

**COMMISSIONERS’ DISCUSSION & ACTIONS**

Mr. Haste commended his colleague for being Eagle proud (Mr. Hartwick had his Eagle’s jersey on.)

**CORRESPONDENCE**

The following correspondence was received in the Commissioners’ Office and will be handled by the staff appropriately.
A. Receipt of correspondence from Mid-Atlantic Interstate Transmission, LLC advising that they are submitting a Letter of Notification for the Dauphin-Hummelstown 230 kV Line Loop to the PPL Copperstone Substation Project to the Pennsylvania Public Utility Commission.

B. Notification from Mishler’s Creekside advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a single-family residence in East Hanover Township.

C. Notification from R. J. Fisher & Associates, Inc. advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of Tru of Grantville, a commercial development of 9.59 acres located at 252 Bow Creek Road, Grantville.

D. Notification from Michels advising that they are submitting an Operating Permit application for the addition of an air contaminant source located at 7435 Allentown Blvd., Harrisburg to DEP.

E. Notification from Hershey advising that the H.B. Reese Candy Co. The Hershey Company has submitted a State Only Operating Permit Renewal Application to DEP for the following sources: International Boiler B1A, Emergency Generators A and B, Emergency Fire Pump Engine, Peanut Roasting Units, Parts Washer, 6 Nat Gas Wafer Ovens and Production, Storage Silos and Receiving Bins, Fabric Silos and Receiving Bins, Fabric Filters for Storage Silos and Bins, Cyclones for Roasters, West Boilers Stack, Peanut Roasting Stack, Wafer Oven Stack, Stacks for Particulates, Fugitive VOC’s, Fugitive Emissions, Emergency Generator Stacks, Fire Pump Stack, Natural Gas Line and #2 Fuel Oil.

F. Notification from Urban Engineers advising that the Susquehanna Area Regional Airport Authority is applying to DEP for a Minor Permit Amendment to E-22-461 for Post Run Flood Controls at 1 Terminal Drive, Middletown, PA.

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