DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

FEBRUARY 21, 2018
10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget; Gerald Feaser, Jr., Director of Registration & Elections; J. Scott Burford, Deputy Chief Clerk; Amy Harinath, Press Secretary; Matt Krupp, Prothonotary; Fred Lighty, Esq., Solicitor’s Office; Janis Creason, Treasurer; Kay Lengle, Human Resources; Donna Miller, Commissioners’ Office; Jennifer Simpson, Court Administration; Julie Mackey, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Karl Singleton and Charles (from Front Line Media)

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:09 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. Pries that the Board approve the January 31, 2018 Workshop Meeting Minutes; motion carried.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the February 7, 2018 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the Salary Board Meeting Minutes; motion carried.

It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve the February 7, 2018 Election Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION

Charles of Front Line Media reported on an incident that happened to him while he was at the Lebanon County Courthouse and the injuries that he suffered as a result. He was taking his camera equipment with him and when he went through the detectors, all of a sudden, the sheriff’s deputies were taking him away. When policies are made, they should follow the Constitution.

Mr. Haste noted that the county follows the County Code, which is passed by the Legislature.

Mr. Hartwick also noted that when the Commissioners were sworn in, they were sworn to uphold and protect the Constitution.

Charles thanked the Commissioners for the great job they do and noted that they are one of the most transparent boards he has seen.

DEPARTMENT DIRECTORS/GUESTS

There was none.
SALARY BOARD

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

HUMAN RESOURCES

There were no questions and no changes.

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

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

PURCHASE ORDERS

Mr. Baratucci had one additional requisition for Information Technology. It is for some revisions to the website. There were no questions.

   It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Purchase Order Packet, as amended.

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

BUDGET & FINANCE DIRECTOR – MIKE YOHE

Mr. Yohe provided the following report:

Report from the Office of Budget & Finance
February 21, 2018

- **February 9, 2018** transferred **$2,090,743.64** to the **Payables** account from the County’s Concentration account for checks issued that week.

- **February 16, 2018** transferred **$3,436,335.59** to the **Payables** account and **$1,955,862.53** to the **Payroll** account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: **$10,650,952.79**

- Debt Service Payments since last report: **$0.00**

- Term Investments
  - None
• Balance today in PA INVEST account #2100017144860: $1,401.36 rate 1.415%

• Balance today in First National Bank investment account #97014743: $5,781,981.54 rate 1.260%

• Balance today in S&T Bank Money Market account #0206001209: $9,556,313.23 rate 1.360%

• Balance today in Santander Bank investment account #9551017714: $10,034,561.07 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 1.470%

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


Mr. Yohe noted that PLGIT Prime’s rate had been increasing, but it is leveling off. He will be putting additional funds into the PLGIT Prime account.

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

Mr. Saylor had no report.

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

Mr. Curcillo noted that all items reviewed by the Solicitor’s Office are ready for approval. There were no questions.

MATTERS REQUIRING BOARD ACTION

A. Agreement between Dauphin County, Dauphin County Treasurer and the Borough of Pillow for the collection of taxes in Pillow Borough.

B. Partial Refund of 2017 Real Estate Taxes – Parcels #03-003-154, #03-003-200, #03-003-246, #03-003-292, #03-003-338 and #03-003-384 (Market Square Plaza) - $9,373.08.

C. Performance Agreement between Dauphin County (Parks & Recreation) and Mighty Music Corporation by Steven Butler f/s/o Mindi Abair & The Boneshakers – Music & Wine Festival (June 9, 2018) - $11,000.00.

D. Performance Agreement between Dauphin County (Parks & Recreation) and Uptown Bank – Erich Cawalla – Cultural Festival (August 3, 2018) - $2,000.00.
E. Performance Agreement between Dauphin County (Parks & Recreation) and Slam Allen – Soulworking Music, Inc. – Music & Wine Festival (June 9, 2018) - $3,000.00.

F. Performance Agreement between Dauphin County (Parks & Recreation) and PIZA, Angie Stone – Cultural Festival (August 3, 2018) - $25,000.00.

G. Performance Agreement between Dauphin County (Parks & Recreation) and Mighty Music Corporation by Steven Butler f/s/o Peter White – Jazz & Wine Festival (September 9, 2018) - $12,000.00.

H. Performance Agreement between Dauphin County (Parks & Recreation) and Mighty Music Corporation by Steven Butler f/s/o Oli Silk and Jackiem Joyner – Jazz & Wine Festival (September 9, 2018) - $3,600.00.

I. Performance Agreement between Dauphin County (Parks & Recreation) and The IMPACT Bank – Jeff Cox – Music & Wine Festival (June 10, 2018) - $1,500.00.

J. Agreement between Dauphin County (Courts) and Credit Management Company for the collection of outstanding fines, costs and restitution.


M. Agreement for Legal Services (Court Appointed Counsel) between Dauphin County (Courts) and:
   a. Crisp and Associates, LLC (Bryan DePowell)
   b. Caldwell & Kearns (Joseph M. Sembrot)

N. Bailment Agreement between Dauphin County and Brenda Osman, Tax Collector.

O. Bailment Agreement between Dauphin County and Lori Brown, Tax Collector.

P. Partial Refund of 2017 Real Estate Taxes – Parcel #09-08-035 (1632 Park Street) and Parcel #09-067-014 (118 S. 14th Street) – Great Row, LLC - $154.03.

Q. Satisfaction Piece for Darla S. Gallagher on the property located at 25 Wilhelm Road, Harrisburg, PA 17111 - $3,500.00.

R. Purchase of Service Agreement between Dauphin County (AAA) and Kenneth R. Carroll.

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

T. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   a. 120 Rider Avenue Operating Company, LP, t/d/b/a Pediatric Specialty Care at Lancaster
   b. 3300 Henry Avenue Operating Company, LP, t/d/b/a Pediatric Specialty Care at Philadelphia
   c. The Children’s Home of Reading, Inc.
   d. Diakon Child, Family, and Community Ministries, Inc.
e. Family Care Services, Inc.
f. Pressley Ridge, Inc.

U. Addendums to Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   a. Hempfield Behavioral Health, Inc. – Addendum #1
   b. JusticeWorks YouthCare, Inc. – Addendum #1
   c. New Passages, Inc. – Addendum #1

V. Adoption Assistance Agreements #2018-09; #2018-10; #2018-11 and #2018-13.

W. Amendment #1 to Adoption Assistance Agreement #2017-36.

X. Subsidized Legal Custodianship Agreements #2017-08 and #2017-09.

Y. Plan and Budget Amendment Certification Statement.

Z. Amendments to Purchase of Service Agreement between Dauphin County (MH/ID) and:
   a. Building Blocks Therapy, LLC – Amendment #1
   b. International Service Center, Inc. – Amendment #1
   c. Keystone Autism Services, Inc. – Amendment #1
   d. Aspirations, LLC – Amendment #1
   e. JG Early Intervention Specialist, Inc. – Amendment #2
   f. Joanna K. Karns, MT-BC – Amendment #1
   g. Speechcare, Inc. – Amendment #1
   h. Dinnah Mitro, PT – Amendment #1
   i. Center for Community Building, Inc. – Amendment #1

AA. Comprehensive Management Services Agreement between the counties of Cumberland, Dauphin, Lancaster, Lebanon and Perry and Community Behavioral Healthcare Network of Pennsylvania, Inc. t/d/b/a PerformCare – Amendment #1.


DD. Satisfaction Piece for Kristin and Wendy Miller on the property located at 552 Race Street, Harrisburg, PA 17104 - $3,000.00.

EE. Function Agreement between Dauphin County (Tax Claim) and Hilton Harrisburg for the tax sale on May 17, 2018.

FF. Execution of a Local Workforce Development Grant Application to the PA Department of Labor and Industry for the period July 1, 2018 through June 30, 2021 (South Central Workforce Investment Board).

GG. Independent Contractor Agreement between Dauphin County (District Attorney) and Dr. Jonathan Lee commencing January 1, 2018.
HH. Extension of current contract with Print Works on Demand, Inc. for the period March 2017 – February 2019.

II. Contract between Dauphin County and Perrotto Builders, LTD for Human Services Building renovations.

JJ. Agreement between Dauphin County, Dauphin County Treasurer and the Township of Susquehanna for the collection of taxes in Susquehanna Township.

KK. Ratification of AOPC Pass Through Subrecipient Agreement between Dauphin County (12 Judicial District) and the Administrative Office of Pennsylvania Courts for STOP grant funding.

LL. Addendum #2 to Memorandum of Agreement between Dauphin County (Public Safety) and the South Central Pennsylvania Counter-Terrorism Task Force.

MM. Renewal Agreement between Dauphin County (Public Safety/South Central Task Force) and Everbridge, Inc. for the Mass Notifications Responder and Public Alerting Services.

NN. Dauphin County Local Share Municipal Grant Agreement between Dauphin County and the Dauphin County Land Bank.

OO. Dauphin County Local Share Municipal Grant Agreement between Dauphin County and the Redevelopment Authority of the County of Dauphin. (This Agreement replaces the one approved on February 7, 2018.)

PP. Amendment to Contract No. OB-RACP-1116 between Dauphin County and the Commonwealth of PA, Office of the Budget for the Whitaker Center (extension of contract through March 31, 2019).

QQ. Amendment #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Positive Recovery Solutions, LLC.

RR. Engagement Letter with Barsz, Gowie, Amon & Fultz, LLC for accounting services for the year ended December 31, 2017. Pulled

SS. Appointment of Francis T. Chardo, District Attorney, to the Local Emergency Planning Committee.

TT. Appointment of Tracey R. Barnes Hunsinger to the Local Emergency Planning Committee.

UU. Training Packet.

Mr. Haste is asking that Item RR be tabled. He also noted that on Item BB, the Tax Parcel should be #29-029-002 instead of #29-026-030.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through UU, noting that Item RR has been tabled.

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

There was none.

NEW BUSINESS

There was none.

COMMISSIONERS’ DISCUSSION & ACTIONS

There was none.

CORRESPONDENCE

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

A. Receipt of an Administrative Order advising that the Honorable Deborah Curcillo has been appointed to the Dauphin County Board of Elections, effective February 1, 2018.

B. Notification from Red Barn Consulting, Inc. advising that David Martin is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a poultry operation on 299 Shoop Road, Halifax.

C. Notification from Hanover Engineering advising that Williamstown Borough Authority is applying to DEP for the renewal of an existing NPDES Permit for water treatment plant at 8693 State Route 209, Williamstown.

D. Notification from David Miller/Associates, Inc. advising that H-T Partners, LLC is applying to DEP for a General Permit #5 for a utility line stream crossing associated with work at the Woodland Hills Subdivision project in Middletown Borough.

E. Notification from Snyder, Secary & Associates, LLC advising that Central PA Equities 29, LLC is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a 5-story 10,420 square foot hotel (Tru Hotel) in Derry Township.

F. Notification from the PA Department of General Services advising that they are submitting an Air Quality Permit application to DEP for the DGS, Annex Complex (Operation of Heating Boiler Plant (steam) and Emergency Generators) in Susquehanna Township

G. Receipt of a copy of a letter from Americomm, LLC to PUC advising that on behalf of Comcast Cable the work at the following crossings has been completed: Crossing #591920G, Railroad Milepost: 0002.06; Division & Subdivision: Harrisburg/100379 and Coordinates: 40.2380500, -76.8499700.

PUBLIC PARTICIPATION

Karl Singleton discussed the minority business policy of the County.
Mr. Haste noted that the County follows the County Code, which indicates the lowest responsible bidder must be selected. HATS, through PennDOT, will reach out to certain contractors asking them to subcontract.

Mr. Singleton heads up the PA Diversity Coalition and he will be presenting a presentation to the Commissioners next week.

**ADJOURNMENT**

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

Transcribed by: Richie-Ann Martz