DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

MARCH 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; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Carl Dickson, Director of Parks & Recreation; Amy Harinath, Press Secretary; Kay Lengle, Human Resources; Fred Lighty, Esq., Solicitor's Office; Vince Paese, Controller's Office; George Connor, Director of Community & Economic Development; Ruby Doub, Commissioners' Office and Kelly Megonnel, Commissioners' Office

GUESTS PRESENT

Nick DiFrancesco, III

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 February 28, 2018 Workshop Meeting Minutes and the March 7, 2018 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Hartwick that the Board approve the March 7, 2018 Salary Board Meeting Minutes; motion carried.

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

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION

Nick DiFrancesco, from the Harrisburg Hilton, and George Connor, Director of Community & Economic Development spoke in support of the effort to provide free, after-work parking in downtown Harrisburg. They outlined the benefits to the downtown business community.

Mr. Pries asked how to get people back downtown. Mr. DiFrancesco indicated that the Hilton was planning a social media campaign. Mr. Connor also noted the Tourism Bureau is developing a marketing campaign.

Mr. Haste asked if the City indicated that it was looking for to extend the free parking beyond one year. Mr. Connor indicated that he believed that it was the impact on parking revenues and feedback from business owners among other things.

DEPARTMENT DIRECTORS/GUESTS

A. Carl Dickson, Director of Parks & Recreation

1. Update on the Detweiler Park Master Plan

Mr. Dickson provided the following update on Detweiler Park. The park has been open for 10 months now and the community has embraced the new park and has been enjoying it. The trail counter indicated that the park is averaging 1,500 visitors a month. This means that the public is using the property and that they are using it with little impact or problems. They continue to receive suggestions about the property and have received over 400 pieces of feedback through written comments and online. The top
five requests are, in order: keep it natural, more hiking trails, add restrooms, create picnic areas with tables and provide additional seating and benches. Other suggestions from some special interest groups have included: allow mountain biking, allow horseback riding, install a Frisbee golf and allow hunting.

The Department has been working to get funding for the Master Site Plan. The Master Site Plan takes public input, combines it with knowledge of the site, inventory of existing community park assets, current trends in recreation, community needs, and creates a 10-25 year development plan. The County received a Municipal Share Grant for $75,000 and anticipates a matching grant of $75,000 from the Pennsylvania Department of Conservation and Natural Resources during the next round of funding. This would put the County on a schedule to develop a Master Site plan during 2019.

The process is as follows: create a steering committee, the committee sends out a RFP to hire a consultant, the Commissioners approve the hiring of a consultant, the consultant engages the community in envisioning the future development of this asset during a series of meetings and focus groups, a master site plan is created for public input, the plan is revised and the Commissioners approve the final plan.

In the meantime, some modest improvements are being done, such as the installation of a port-to-john. They are also adding Adirondack chairs in the park, which can be sponsored at a cost of $200 per chair. They continue to rent out the farmhouse and the airplane hangar. They are currently putting those funds into remodeling the Detweiler House for rental purposes. These changes will also allow for the possibility of it being a nature center in the distant future.

**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. There was none.

> **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 asked if there were any questions. There was none. All of the budget issues were addressed.
It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Purchase Order Packet.

**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**  
**March 21, 2018**

- **March 9, 2018** transferred $2,427,275.58 to the Payables account from the County’s Concentration account for checks issued that week.

- **March 16, 2018** transferred $3,514,660.81 to the Payables account and $2,110,906.95 to the Payroll account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $12,552,857.57

- Debt Service Payments since last report: $0.00

- Term Investments
  - None

- Balance today in PA INVEST account #2100017144860: $1,402.87  rate 1.586%

- Balance today in First National Bank investment account #97014743: $5,786,131.89  rate 1.400%

- Balance today in S&T Bank Money Market account #0206001209: $9,067,654.40  rate 1.370%

- Balance today in Santander Bank investment account #9551017724: $10,043,780.56  rate 1.360%

- Balance today in Customers Bank investment account #6459102: $21,880,160.24  rate 1.550%

- Balance today in PLGIT Prime investment account #5033023: $15,000,235.75  rate 1.550%

- Balance today in Riverview Bank investment account #227069210: $3,022,467.75  rate 1.350%

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

Mr. Saylor reported that he visited the Rutherford House property a couple of times and there were a lot of rooms filled with stuff. Keith Kepler is going to go out to see what he can remove and recycle.

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

Mr. Curcillo reported that everything that on the Solicitor’s Report has been reviewed and is ready for consideration.

MATTERS REQUIRING BOARD ACTION

A. Microwave System Maintenance Contract between Dauphin County (Public Safety-South Central Task Force) and Capital Area Communications.

B. Performance Agreement between Dauphin County (Parks & Recreation) and Roy Staab – Art in the Wild Lecture (April 5, 2018) - $1,200.00.

C. Performance Agreement between Dauphin County (Parks & Recreation) and Janico Enterprise LLC – Smooth Wardlaw & Band – Luther Relives – Jazz & Wine Festival (September 9, 2018) - $7,500.00.

D. Performance Agreement between Dauphin County (Parks & Recreation) and Airis Smallwood – Singer's Lounge – Music & Wine Festival (June 10, 2018) - $2,000.00.

E. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Tyna Warren – Music & Wine Festival (June 9 & 10, 2018) - $300.00.

F. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Tyna Warren – Cultural Festival (August 3, 2018) - $150.00.

G. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Tyna Warren – Jazz & Wine Festival (September 7-9, 2018) - $450.00.

H. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Wesley Alexander – Music & Wine Festival (June 9 & 10, 2018) - $300.00.

I. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Wesley Alexander – BrewFest (July 21, 2018) - $150.00.

J. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Wesley Alexander – Cultural Festival (August 3, 2018) - $150.00.

K. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Wesley Alexander – Jazz & Wine Festival (September 7-9, 2018) - $450.00.

L. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Carmen Corkle – Music & Wine Festival (June 9-10, 2018) - $300.00.
M. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Carmen Corkle – BrewFest (July 21, 2018) - $150.00.

N. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Carmen Corkle – Cultural Festival (August 3, 2018) - $150.00.

O. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Carmen Corkle – Jazz & Wine Festival (September 7-9, 2018) - $450.00.

P. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Breagan Moore – Music & Wine Festival (June 9 & 10, 2018) - $300.00.

Q. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Breagan Moore – BrewFest (July 21, 2018) - $150.00.

R. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Breagan Moore – Cultural Festival (August 3, 2018) - $150.00.

S. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Breagan Moore – Jazz & Wine Festival (September 7-9, 2018) - $450.00.

T. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Trey Buoy – Music & Wine Festival (June 9 & 10, 2018) - $300.00.

U. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Trey Buoy – BrewFest (July 21, 2018) - $150.00.

V. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Trey Buoy – Jazz & Wine Festival (September 8-9, 2018) - $300.00.

W. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Larondo Tucker – Music & Wine Festival (June 9 & 10, 2018) - $300.00.

X. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Larondo Tucker – BrewFest (July 21, 2018) - $150.00.

Y. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Larondo Tucker – Cultural Festival (August 3, 2018) - $150.00.

Z. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Larondo Tucker – Jazz & Wine Festival (September 7-9, 2018) - $450.00.

AA. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Katie Hornberger – Sunset Series Movies (June 8 & 15, 2018) - $300.00.

BB. Performance Agreement between Dauphin County (Parks & Recreation) and Vivian M. Severn – Jazz & Wine Festival (September 8, 2018) - $500.00.

CC. Agreement of Contract between Dauphin County (Parks & Recreation) and Williams French Fries for a Food Vendor for the year 2018.

DD. Agreement for Legal Services between Dauphin County (Courts) and:

   a. Law Offices of Fawn Kehler (Fawn Kehler) – Parent Attorney for Private Termination of Parental Right
   b. Law Offices of Fawn Kehler (Fawn Kehler) – Parent Attorney in Dependency and
TPR cases

EE. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Patrick Akins – Wetlands Festival (April 28, 2018) - $150.00.

FF. Performance Agreement between Dauphin County (Parks & Recreation) and National Aviary – Educator Workshop (May 18, 2018) - $350.00.

GG. Agreement for Legal Services between Dauphin County (Courts) and:
   a. Law Offices of Heather Paterno (Heather Paterno) – Guardian Ad Litem (Dependency Cases)
   b. Law Offices of Heather Paterno (Heather Paterno) – Guardian Ad Litem (Private TPR Cases)
   c. Law Offices of Heather Paterno (Heather Paterno) – Private TPR Cases and Dependency and TPR Cases

HH. Request to Refund 2017 County Penalty – Monica Johnson – Parcel #68-051-022 (178 Mapleton Drive) - $89.68.

II. Request to Waive 2017 County Penalty & Costs – Laurie Waisel – Parcel #62-055-007 (1701 Fox Hunt Lane) - $159.59.

JJ. Agreement between Dauphin County (Solid Waste) and ESCO, Inc. for the annual comprehensive testing and repair for 2018.

KK. Pro Rata Share – Hershey Trust Company v. Dauphin County Board of Assessment Appeals – Docket #2017-CV-7900-TX – Parcel #24-026-023 (450 E. Chocolate Avenue) - $2,421.55.

LL. Repository Bid received from Rebirth LLC – Parcel #09-007-054 (1156 Market Street) - $500.00.

MM. Performance Agreement between Dauphin County (Parks & Recreation) and Nathan J. McKelvie – Wetlands Festival (April 28, 2018) - $250.00.

NN. Performance Agreement between Dauphin County (Parks & Recreation) and Cocoa Kayaks of Hershey – Kayaking on the Swatara (June 19 & 26, 2018).

OO. Agreement between Dauphin County (Facility Maintenance) and Cintas for uniforms.

PP. Sublicense and Sale Agreement between Dauphin County (Probation Services) and National Curriculum & Training Institute, Inc.

QQ. Resolution #4-2018 – Submission of a Grant Application to the PA Department of Conservation and Natural Resources – Detweiler Park Master Plan.

RR. Resolution #5-2018 – Submission of a Grant Application to the PA Department of Conservation and Natural Resources – Wildwood Park Visitor Amenity Improvements.

SS. Purchase of Service Agreement between Dauphin County (AAA) and Senior Care of Pennsylvania, Inc. t/d/b/a Guardian Services of Pennsylvania.
TT. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   a. Alternative Rehabilitation Communities, Inc. (Placement Services)
   b. Alternative Rehabilitation Communities, Inc. (Non-Placement Services)
   c. Alternative Rehabilitation Communities, Inc. (Schaffner Youth Center)
   d. The Impact Project, Inc.
   e. TrueCore Behavioral Solutions, LLC
   f. Haven Home for Girls, Inc.

UU. Amendment #1 to Purchase of Service Agreement between Dauphin County Dauphin
   County (Children & Youth) and Community Action Commission, Inc.

VV. Addendum #1 to Purchase of Service Agreement between Dauphin County (Children &
   Youth) and Steelton-Highspire School District.

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

XX. Purchase of Service Agreement between Dauphin County (MH/ID) and TrueNorth
   Wellness Services, Inc.

YY. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/ID) and
   Sovia Therapy, LLC.

ZZ. Human Services Development Fund (HSDF) Agreements between Dauphin County and:
   a. Christian Churches United of the Tri-County Area, Inc.
   b. Contact Helpline, Inc.
   c. Capital Area Coalition on Homelessness, Inc.
   d. Shalom House, Inc.
   e. International Service Center, Inc.

AAA. Resolution #6-2018 authorizing the execution of a Memorandum of Understanding
   between and among the Harrisburg Downtown Improvement District, Inc., the County of
   Dauphin and the City of Harrisburg.

BBB. Resolution #7-2018 setting the mileage rate per the IRS guidelines.

CCC. Independent Contractor Agreement between Dauphin County (District Attorney) and Gary
   T. Lathrop for additional services.

DDD. Independent Contractor Agreement between Dauphin County (District Attorney) and Dr.
   Jonathan Lee for additional services.

EEE. Contract between Dauphin County and Zelenkofske Axelrod LLC to audit the Retirement
   Trust Fund for the year ending December 31, 2017.

FFF. Approve the withdrawal of the appointment of Joseph Steppy to the Dauphin County
   Library Board.

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

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

Mr. Hartwick raised concerns about Class B biosolids and their use as a fertilizer. This was a topic of conversation during the CCAP meeting. He heard complaints about the smell, as well as concerns about impacts on groundwater and overall health.

The CCAP Spring meeting was a success. He expressed gratitude for the support he received in being re-elected as one of PA’s representatives to NACo.

CORRESPONDENCE

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

A. Notification from Ware Haus advising that the PA Department of General Services is applying to DEP for a General Permit #5 for the installation of a new electric line at the I-81 Northbound Safety Rest Area Site 47.

B. Notification from Mellott Engineering, Inc. advising that the West Hanover Township Water & Sewer Authority is applying to DEP for a Water Quality Management Permit for the Sterling Road Sewer Extension Project.

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.