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; Fred Lighty, Esq., Solicitor’s Office; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Steve Libhart, Director of Public Safety; Laura Cullison, Controller’s Office; Gerald Feaser, Jr., Director of Voter Registration & Elections; Carl Dickson, Director of Parks & Recreation; Larry Moore, Parks & Recreation; Michelle Hornberger, Parks & Recreation; J. Scott Burford, Deputy Chief Clerk; Amy Harinath, Press Secretary; Donna Miller, Commissioners’ Office; Robert Christoff, Conservation District; Jennifer Simpson, Court Administration; Kay Lengle, Human Resources; Adriana Vukmanic, Solicitor’s Office; Sarah Fersich, Parks & Recreation; Janet Reed, Parks & Recreation; Kendra Tate, Commissioners’ Office; J. Kiss, Public Safety; Julie Mackey, Commissioners’ Office; Kelly Megonnel, Commissioners’ Office; Ruby Doub, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Justin Martsolf, Rhonda Laing, Susan Hubley, Tina Nixon, Erin Moore, Judi Windom, Jennifer Burkholder, Wes Bower, Robert Hoogenboom, MeLinda L. Matos, Alexa Verber, Chris Baker, Janette Murray, Susan Kreider, Robin Isaacson, Carol Mathias, Scott Elliott, Sheila Ross, Mark Hunter Smith, Lauren Maurer, Kelsey Tatge, Ashley Honea, Joe Camut, Logan Wilson, George Sheetz, Kelly Summerford, Courtney Sollenberger, Linda Johnston, Vera Cornish, Courtney Papinchek, WHP and WHTM
CALL TO ORDER
Mr. Haste, Chairman of the Board, called the meeting to order at 10:05 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 May 9, 2018 Workshop Meeting Minutes and the May 16, 2018 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the May 16, 2018 Salary Board Meeting Minutes; motion carried.

It was moved by Mr. Haste and seconded by Mr. Hartwick that the Board approve the May 23, 2018 Election Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS
Mr. Saylor reported that an Executive Session was held this morning to discuss matters of litigation.

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

PUBLIC PARTICIPATION
Chris Baker, of Hershey, was present to discuss election integrity and ask questions. She was representing a group of concerned election workers. Some of her questions included how many machines in the County had paper backup and the funding that would be needed should the County need to replace the machines.

Mr. Feaser noted that the directive from the Governor is for all 67 counties to replace their voting machines. The County’s machines are very secure. They are not
connected to the Internet. Paper ballots are printed out at the end of the night. The machines are tested every election. Pennsylvania should receive $14 million from the Federal government. The cost for Dauphin County to replace would be approximately $8 to $10 million. The cost would have to fall on the Commissioners and the revenue streams that are available to them. And then, every five to ten years, you would have to replace them. Results would be delayed. The County would be spending money to step backwards. All the machines in Dauphin County are the same. It is a very involved process. The machines are secured in the warehouse and sealed.

Mr. Summerford, of Harrisburg, thanked the Commissioners for their support for the first annual African American Afro Fest. Your personal support was appreciated. He also appreciates that the Board continues holding the cultural events.

**DEPARTMENT DIRECTORS/GUESTS**

A. Robert Christoff, Conservation District

1. Presentation on Municipal Separate Storm Sewer System (MS4) Permit Requirements

Mr. Christoff reported that since 2003, Dauphin County has been subject to an NPDES MS4 permit. The permit requires that a program be developed and implemented to address six minimum control measures. They are: public education, public participation, illicit discharge detection and elimination, construction site SWM, post construction SWM and pollution prevention and good housekeeping at municipal facilities. The Conservation District was designated as the County agency responsible for permit compliance.

The purpose of the presentation is to summarize last year’s activities and highlight specific activities, plans or permit changes in the future and to provide the public with an opportunity to have input on county MS4 program.

The 2017-2018 Summary – review and revise the 2018-2019 implementation based on the renewed permit language.

MCM 1- Public Education – continue cooperative outreach efforts with local municipalities including: distribute materials to all public and private schools in the MS4 area, publish an educational newspaper ad and distribute outreach materials to developers and consultants.

MCM 2 – Public Participation – Wildwood volunteer clean ups had 140 volunteers and four workshops have been scheduled in cooperation with local municipalities in June.

MCM 3 – Illicit Discharge Detection and Elimination – Dauphin County adopted an ordinance in 2011 prohibiting illicit discharges to county owned or operated storm sewer systems. All MS4 regulated municipalities in Dauphin County also have illicit discharge ordinances. You can report illicit discharges to the Conservation District, Emergency
Management Agency, DEP, County maintenance and the local municipality. They conducted 16 screenings for illicit discharges at 5 outfalls.

MCM 4 – Construction Site SWM and MCM 5 Post Construction SWM – The Conservation District continued implementation of the Chapter 102 and NPDES permit program. Municipalities with MOU’s with the Conservation District meet all MCM 4 and some MCM 5 requirements through this implementation. They provided 4 program alerts to 119 consulting firms and contacts throughout the electronic alerts.

MCM 6 – Pollution Prevention and Good Housekeeping(PPGH) – They began a review of 12 PPGH plans. They conducted 23 training events (meeting or email) for 1,016 county and non-county employees at 12 regulated facilities. They also conducted 24 inspections at 12 regulated facilities.

The 2018-2019 Permit Year and New Permit – There are no significant changes in program implementation. The permit year is from July 1 through June 30. Annual reports are due in September and there is a $500 annual permit fee that is due with each annual report. Permit requirements have been modified to provide for county permits – in lieu of SWM and ESPC ordinances, counties may adopt and SOP. They are currently developing a SOP document for consideration later this year. The County Illicit Discharge Ordinance adopted in 2011 will need to be updated by 2022. They will continue to the update of the 12 PPGH plans including a review of activities at each site.

Members of the public, watershed organizations, municipalities and other entities are encouraged to contact the Conservation District to provide input, make suggestions or propose cooperative projects. The reports and implementation plan are available at the Conservation District for review and comment.

Mr. Saylor noted that Mr. Christoff was very helpful in mitigating the fees at Swatara Township for several County properties located in that municipality.

Mr. Hartwick questioned the fee structure.

Mr. Christoff stated that it is based upon a facility’s impervious cover. For an example, the Harrisburg Mall would have a higher fee. Single residences are a flat fee.

Mr. Haste indicated that a regional authority would do it, but that is up to each municipality to decide if they want to join.

B. Carl Dickson & Larry Moore – Parks & Recreation

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

Mr. Dickson thanked all the sponsors for this year’s events. Without community relationships over the years they would never be at the level they are today with the programs and festivals. MeLinda and Rob Hoogenboom will talk about the growth of
the music festivals. They will announce highlights of the 2018 Performing Art Series. It is the County’s 11th year for the Music & Wine and Cultural Festivals.

MeLinda and Rob Hoogenboom are from Mechanicsburg, but they attend a lot of festivals throughout the area. When they are at other festivals, they promote and let people know how wonderful the festivals are in Dauphin County. They love what Dauphin County has brought to Harrisburg.

Mr. Moore reported that this annual series feature five major festivals and 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 genres of music will range from pop, neo-soul, bluegrass, rock, funk, folk, blues, R&B, country and smooth jazz, complete with two Grammy nominated artists in Mindi Abair and Angie Stone along with national headliners in Peter White & Nick Colionne. There are 47 corporate and 11 media and community sponsors totaling $120,000 in corporate funds. There are 30 trades that consist of marketing, community services, and 92 hotel room nights for a grand total of $270,000 in sponsorships.

The Commissioners thanked the following sponsors who make the festivals and activities possible:

**Title Sponsors**
1. Black History Month Living School Program, the Cultural Festival & Music Festivals – HighMark Blue Shield: Kathleen McKenzie, Judi Windom and Taylor Yiengst
2. Music & Wine Festival – M&T Bank: Will Anderson and Jen Burkholder
3. Jazz and Wine Festival – PA Housing Finance Agency: Brian Hudson and Scott Elliott
4. Jazz & Wine Festival – PNC Bank: Lori Alderman
5. Music & Wine and Jazz Festivals – Anderson by Renewal Stage (purchase the naming rights of the stages and Title Sponsor for Brew Fest: Linda Johnson and Courtney Sollenberger

**Major Corporate Sponsor**
1. Cultural Fest & Egg Hunt – Hershey Company: Katrina Briddell and AJ Petross
2. Cultural Fest Children’s Corner – Pinnacle Health: Tina Nixon
3. Big 33 Buddies Program, Fan Experience and Charity Golf Outing and the Fitness Festival – Capital BlueCross: Susan Hubley and Rhonda Lang

**State Arts Grants** – Involved with PCA & PA Partners in the Arts
1. Pennsylvania Partners in Arts – Jump Street: Melissa Snyder

**Media Sponsors**
1. Hershey Harrisburg Visitors Bureau: Mary Smith and Justin Martsof
2. ESPN 92.7 and 101 Fun: Krista Howard
3. 98.9 WQLV: Ric, Jay Dee and Braxton Cooper
4. ABC 27: Betty Bryan and Valerie Prittchart
5. Showcase Now: George Sheetz, Kelly Summerford and Phyllis Bennett
6. Urban Connection: Vera Cornish
7. Lamar Advertising: Andy Rebuck
8. WXPN: Wes Bower
9. WITF: Christine Smith
10. The Burg: Lauren Maurer and Kelsey Tatge
11. Latino Connection: George Fernandes

Hotel Sponsors
1. Harrisburg Hilton: Barry Dively and Nick DiFrancesco
2. Days Inn: Richard Tailor and Donna Bacon
3. Hampton Inn Suites & Spring Hill Suites: Kirsha Damone
4. Best Western & Suites: Gary Sheth
5. Crowne Plaza: Daryl Cason
6. Central Hotel: Tabitha Lauro and Cher Tynan
7. INDIGO Hotel: Michael Bretz

Community Partners
1. Blues Society of Central PA: Gary Rothrock and Buster Grubb
2. Hershey Harrisburg Wine Country: Jason Reimer and Mike Wilson
3. Susquehanna Folk Society: Jess Hayden
4. Central PA Friends of Jazz: Steve Rudolph and Sheila Ross
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
9. West Shore: Ryan Taylor
10. Kegerries Outdoor: Jordan Stephens

(Pictures were taken, and applause was given.)

The Commissioners thanked all the sponsors and the staff for making these events successful. They are very proud and excited about this year’s events. Fort Hunter is one of the nicest places to have a festival. There may be larger places, but they are not as nice as Fort Hunter. The events are unique and special. They also mentioned Detweiler Park, the County’s newest park.

2018 Schedule
1. Music & Wine Festival – June 9-10, 2018
2. Brewfest – July 21, 2018
3. Cultural Fest – August 3, 2018
4. Jazz & Wine Festival – September 7-9, 2018
5. Detweiler Park Saturday Walks
6. Fort Hunter Day – September 16, 2018
7. Art in the Wild – runs until October 30, 2018
8. Free Movie Series – Fridays in June

**SALARY BOARD**

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

**HUMAN RESOURCES**

Ms. Lengle noted an email that she sent to the Commissioners outlining some changes. There were no questions.

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

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

**PURCHASE ORDERS**

Mr. Baratucci noted that everything is the same as last week. Budget adjustments were corrected. There were no questions.

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It was moved by Mr. Pries and seconded by Mr. Hartwick 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:

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**Report from the Office of Budget & Finance**
**May 29, 2018**

- **May 18, 2018** transferred $2,504,108.76 to the Payables account from the County’s Concentration account for checks issued that week.

- **May 25, 2018** transferred $5,163,251.14 to the Payables account and $1,963,284.63 to the Payroll account from the County’s Concentration account for checks issued that week.

- **Wire Payments since last report:** $9,084,187.07
• Debt Service Payments since last report: $0.00

• Term Investments
  • 4/3/18 - **$10,000,000.00**  180-day CD – PLGIT Term – **2.400%** - matures 9/28/18
  • 4/12/18 - **$10,000,000.00**  90-day CD – PLGIT Term – **2.270%** - matures 7/6/18
  • 4/12/18 - **$10,000,000.00**  120-day CD – PLGIT Term – **2.320%** - matures 7/31/18
  • 4/12/18 - **$10,000,000.00**  150-day CD – PLGIT Term – **2.340%** - matures 9/10/18
  • 4/19/18 - **$10,000,000.00**  26-week CDARS CD – Customers Bank – **2.400%** - matures 10/18/18

• Balance today in PA INVEST account #2100017144860: $1,406.76 rate **1.877%**

• Balance today in First National Bank investment account #97014743: **$101,074.75** rate **1.410%**

• Balance today in S&T Bank Money Market account #0206001209: **$3,587,237.03** rate **1.520%**

• Balance today in Santander Bank investment account #9551017714: **$4,068,555.65** rate **1.740%**

• Balance today in Customers Bank investment account #6459102: **$20,946,504.55** rate **1.950%**

• Balance today in PLGIT Prime investment account #5033023: **$39,513,020.34** rate **1.970%**

• Balance today in Riverview Bank investment account #227069210: **$9,548,311.70** rate **1.930%**


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

Mr. Saylor reported on a request from Swatara Township to change the scope on a loan that the Township has with the Dauphin County Infrastructure Bank. An Ordinance will need to be adopted.

SOLICITOR’S REPORT – FRED LIGHTY, ESQ.

Mr. Lighty reported that the items requiring review by the Solicitor’s Office are ready for consideration. There were no questions.
MATTERS REQUIRING BOARD ACTION

A. Letter Agreement between Dauphin County (Domestic Relations) and nCourt LLC for credit collection.

B. Letter of Agreement between the Department of the Army and Dauphin County (Economic Development) for the Stormwater Management Program Study.

C. Satisfaction Piece for Emily A. Reichert on the property located at 2112 Susquehanna Street, Harrisburg, PA 17110 - $4,510.00.

D. Satisfaction Piece for Susan M. McMurtrie on the property located at 113 Oriole Court, Hummelstown, PA 17036 - $2,160.00.

E. Agreements for Legal Services (Court Appointed Counsel) between Dauphin County (Courts) and:
   1. Crisp & Associates, LLC (Bryan DePowell)
   2. Law Officers of David Hoover, Esquire (David Hoover)

F. Satisfaction Piece for Kari K. Dyrli on the property located at 259 Delaware Street, Harrisburg, PA 17102 - $5,000.00.

G. Repository Bids received from Harrisburg Redevelopment Authority for the following:
   1. Parcel #02-030-053 (418 S. 15th Street) - $500.00
   2. Parcel #02-030-055 (422 S. 15th Street) - $500.00
   3. Parcel #02-030-056 (424 S. 15th Street) - $500.00
   4. Parcel #02-030-057 (426 S. 15th Street) - $500.00
   5. Parcel #02-030-058 (428 S. 15th Street) - $500.00
   6. Parcel #02-030-059 (430 S. 15th Street) - $500.00
   7. Parcel #09-028-020 (1623 Regina Street) - $500.00
   8. Parcel #09-028-021 (1625 Regina Street) - $500.00
   9. Parcel #09-028-022 (1627 Regina Street) - $500.00
  10. Parcel #09-028-023 (1629 Regina Street) - $500.00
  11. Parcel #09-028-024 (1631 Regina Street) - $500.00
  12. Parcel #09-028-025 (1633 Regina Street) - $500.00
  13. Parcel #02-030-004 (407 S. 14th Street) - $500.00
  14. Parcel #02-029-020 (442 S. 14th Street) - $500.00
  15. Parcel #02-029-021 (444 S. 14th Street) - $500.00
  16. Parcel #02-029-022 (446 S. 14th Street) - $500.00
  17. Parcel #02-030-054 (420 S. 15th Street) - $500.00
  18. Parcel #02-030-028 (1415 Swatara Street) - $500.00
  19. Parcel #02-030-029 (1417 Swatara Street) - $500.00
  20. Parcel #02-030-036 (1431 Swatara Street) - $500.00
  21. Parcel #12-006-036 (1708 Wood Street) - $500.00
  22. Parcel #02-048-018 (1535 Berryhill Street) - $500.00
  23. Parcel #02-048-019 (1537 Berryhill Street) - $500.00
  24. Parcel #09-018-008 (49 N. 14th Street) - $500.00
  25. Parcel #09-022-008 (12 N. 15th Street) - $500.00
  26. Parcel #08-028-024 (126 N. Summit Street) - $500.00
  27. Parcel #08-027-012 (128 N. Summit Street) - $500.00
  28. Parcel #09-016-036 (1561 Walnut Street) - $500.00
  29. Parcel #09-041-001 (1113 Derry Street) - $500.00
  30. Parcel #09-041-002 (1115 Derry Street) - $500.00
  31. Parcel #12-006-041 (510 Hamilton Street) - $500.00
32. Parcel #09-039-019 (1169 Market Street) - $500.00
33. Parcel #09-018-013 (39 N. 14th Street) - $500.00
34. Parcel #09-019-011 (150 N. 15th Street) - $500.00
35. Parcel #09-016-041 (58 N. 16th Street) - $500.00
36. Parcel #09-016-039 (62 N. 16th Street) - $500.00
37. Parcel #09-016-038 (64 N. 16th Street) - $500.00
38. Parcel #09-016-037 (66 N. 16th Street) - $500.00
39. Parcel #11-009-002 (341 Peffer Street) - $500.00
40. Parcel #09-016-052 (1512 Regina Street) - $500.00
41. Parcel #09-023-004 (1523 Regina Street) - $500.00
42. Parcel #09-016-063 (1534 Regina Street) - $500.00

H. Lease Agreement between Dauphin County and De Lage Landen Financial Services, Inc. for two Konica Minolta copiers (Register of Wills and Juvenile Court Center).


J. Subrecipient Agreement between Dauphin County and Steelton Borough for Codes Enforcement Project (CDBG) - $50,000.

K. Subrecipient Agreement between Dauphin County and American Red Cross Central Pennsylvania Region for Disaster Services Fleet serving Dauphin County (CDBG) - $33,200.

L. Maintenance and Support Agreement for ARC GIS Server and User Software between Dauphin County (Public Safety – South Central Task Force-IT Working Group) and Esri, Inc.

M. Agreement between Dauphin County (Public Safety – South Central Task Force-IT Working Group) and LogMein, Inc. for LogMein Software as a Service (SaaS).

N. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Children’s Center for Treatment and Education, Inc.
   2. Edison Court, Inc.
   3. The Glen Mills Schools, Inc.
   4. Lifespan Family Services of PA, Inc.
   5. Perseus House, Inc.
   6. Vision Quest National, Ltd.
   7. Youth Services Agency, Inc.

O. Adoption Assistance Agreements #2018-17; #2018-34 and #2018-35.

P. Pavilion Rental Application between Dauphin County and Elizabethville Borough (Fall Festival).

Q. Amendment #3 to Purchase of Service Agreement between Dauphin County (MH/ID) and JG Early Intervention Specialists, Inc.

R. Proposal from Marsh & McLennan Agency for Auto Liability, Physical Damage, Excess Liability and Crime policies (June 1, 2018 to June 1, 2019).

S. Proposal from Murray Securus for renewal of the Cyber Liability (June 1, 2018 to June 1, 2019).
T. Contract between Dauphin County (IT) and Cody Systems for District Attorney/Police Chiefs Association COBRA.net software subscription for multi-county information sharing.

U. XO Service Order Agreement between Dauphin County (IT) and XO Communications Services, LLC.

V. Engagement Letter with Zelenkofske Axelrod LLC – 2017 Dauphin County Conservation District Audit.

W. Amendment #1 to Purchase of Service Agreement between Dauphin County (Human Services Director’s Office) and General Dynamics Information Technology, Inc.

X. Amendment #1 to Service Agreement between Dauphin County (Drug & Alcohol) and Capital Area Behavioral Health Collaborative, Inc.

Y. 2018/2019 Human Services Block Grant Plan Narrative and Budget.

Z. Training Packet.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through Z, 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

There was none.

CORRESPONDENCE

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

A. Notification from David Miller/associates, Inc. advising that H-T Partners, LLC are applying to the PA DEP for a NPDES Permit for the subdivision of approximately 167-acre tract of land into 119 single family dwellings, 46 semi-detached dwellings, 125 townhouses and 150 apartments in Middletown Borough (Woodland Hills Project).

B. Notification from Skelly and Loy advising that PennDOT District 8-0 is applying to DEP for a Chapter 105 General Permit No. 11 for the S.R. 4013, Segment 0150, Offset 1654 Culvert Replacement Project in Jefferson Township.
C. Receipt of correspondence from Gannett Fleming advising of Capital Region Water’s Water Main Improvements Project for the project area located on Front Street (SR 3009) in Harrisburg, which travels under a bridge owned by Norfolk Southern Railroad.

D. Notification from the Borough of Highspire advising that they are preparing an application to request funding assistance from the PA Department of Community & Economic Development, Commonwealth Financing Authority for a Flood Mitigation Feasibility Study.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz