DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

AUGUST 22, 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; J. Scott Burford, Deputy Chief Clerk; Amy Harinath, Press Secretary; Donna Miller, Commissioners’ Office; Fred Lighty, Esq., Solicitor’s Office; Steve Libhart, Director of Public Safety; J. Kiss, Public Safety; Vince Paese, Controller’s Office; Jennifer Locklier, Human Resources; Adriana Vukmanic, Solicitor’s Office; Kelly Megonnel, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:06 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 August 1, 2018 Workshop/Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Hartwick that the Board approve the August 1, 2018 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

There was none.

HUMAN RESOURCES

Ms. Locklier asked if there were any questions regarding the Personnel Packet. 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 regarding the Purchase Order Packet. There was none.

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.
Bid Award for DCNR BRC-PRD-19-175 Capital Area Greenbelt Development Project

Mr. Baratucci reported on a Bid Award for the Capital Area Greenbelt Development Project. Parks and Recreation received a grant to resurface a portion of the Greenbelt. There were two bidders. Wilson Consulting Group, PC is recommending the low bidder at a bid cost of $579,982.35.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board award the Bid for the DCNR BRC-PRD-19-175 Capital Area Greenbelt Development Project to the low bidder, Construction Masters Services, in the amount of $579,982.35.

Discussion: Mr. Pries noted that the estimate from Wilson was over $100,000 less than the actual low bidder. He asked if there was money to cover the difference.

Mr. Baratucci noted that Mr. Dickson has indicated that there is money available to care of the additional amount. No County funds will be used.

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
August 21, 2018

- **August 3, 2018** transferred $7,468,874.01 to the Payables account and $1,968,524.18 to the Payroll account from the County’s Concentration account for checks issued that week.

- **August 10, 2018** transferred $3,282,872.66 to the Payables account from the County’s Concentration account for checks issued that week.

- **August 17, 2018** transferred $5,188,103.76 to the Payables account and $2,000,859.75 to the Payroll account from the County’s Concentration account for checks issued that week.

- **Wire Payments since last report**: $12,571,208.80

- **Debt Service Payments since last report**: $32,231.26

- **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** 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: $1,413.66 rate 2.028%

• Balance today in First National Bank investment account #97014743: $103,404.11 rate 1.410%

• Balance today in S&T Bank Money Market account #0206001209: $1,095,563.25 rate 1.840%

• Balance today in Santander Bank investment account #9551017714: $1,087,967.98 rate 1.740%

• Balance today in Customers Bank investment account #6459102: $22,051,338.94 rate 2.180%

• Balance today in PLGIT Prime investment account #5033023: $54,661,150.35 rate 2.130%

• Balance today in Riverview Bank investment account #227069210: $3,567,301.47 rate 2.130%


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

Mr. Saylor noted that on August 23 at 6:00 p.m. a special meeting has been scheduled to consider the Ordinance regarding salaries. The meeting has been properly advertised and a copy of the Ordinance has been displayed at the receptionist’s desk.

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

Mr. Curcillo indicated that he has nothing to add and the items on the agenda that were reviewed by the Solicitor’s Office are ready for consideration.

MATTERS REQUIRING BOARD ACTION

A.  Purchase of Service Agreements between Dauphin County (Children & Youth) and:

1.  Diakon Child, Family, and Community Ministries, Inc.
2.  Harrisburg Area Young Men’s Christian Association, Inc.
3.  Justice Works Youth Care, Inc.
4.  The Bradley Center, Inc.
5.  Steelton-Highspire School District

B.  Adoption Assistance Agreement #2018-53.
C. Adoption Assistance Agreement Amendments: #2016-04 – Amendment #2, #2008-99 – Amendment #1 and #2013-36 – Amendment #1.

D. Amendment #2 to Purchase of Service Agreement between Dauphin County (MH/ID) and Christian Churches United of the Tri-County Area.

E. Performance Agreement between Dauphin County (Parks & Recreation) and John A. Hubley, III – Wildwood Park Wetlands Festival (September 23, 2018) - $700.00.

F. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Jason Rubinic – Celebrate Wildwood (September 23, 2018) - $125.00.

G. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Hilary Hollier – Celebrate Wildwood (September 23, 2018) - $125.00.

H. Subordination Agreement for Jay and Amanda Wattman on the property located at 3007 Market Street Road, Harrisburg, PA 17109.

I. Subordination Agreement for Michele R. Branch on the property located at 302 Rumson Drive, Harrisburg, PA 17104.


K. Lease Agreement between Dauphin County and De Lage Landen Financial Services, Inc. for two Konica Minolta copiers-Digital Copy System & Digital Color Copy System (Northern Dauphin Human Services Center).

L. Interlocal Agreement between Dauphin County and the City of Harrisburg for the 2018 Byrne Justice Assistance Grant (JAG) Program Award – Victim/Witness Assistance Program ($24,678), City of Harrisburg ($26,205), $1,527 to be allocated towards NIBRS compliance.

M. Subordination Agreement for Sherry Wolfe on the property located at 6210 Blue Grass Avenue, Harrisburg, PA 17112.


O. Partial Refund of 2018 Real Estate Taxes – Parcel #10-055-028 (2146 Susquehanna Street) – Pamela Howard - $75.88.


Q. Contract between Dauphin County (Probation Services) and Dunbar Armored, Inc.

R. Performance Agreement between Dauphin County (Parks & Recreation) and Nathan J. McKelvie – Celebrate Wildwood (September 23, 2018) - $250.00.

S. Performance Agreement between Dauphin County (Parks & Recreation) and Diane Wilson Bedford – Jazz & Wine Festival (September 8, 2018) - $600.00.

T. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Nicole Holland – Celebrate Wildwood (September 23, 2018) - $125.00.
Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Nicole Holland – Scouts: Outdoor Art (October 6, 2018) - $100.00.

Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Positive Recovery Solutions, LLC.

Needs Based Budget Financial Submission.

Contract between Dauphin County (Solid Waste & Recycling) and Comcast for advertisements.

Partial Refund of 2018 Annual & March Interim Real Estate Taxes – Parcel #22-014-053 (1600 Mapledale Road) – Stephen Black - $571.82.

Partial Refund of 2018 August Interim Real Estate Taxes – Parcel #25-024-078 (1620 Sand Beach Road) – Frank & Carolyn Troxell - $1,020.44.

Memorandum of Understanding between Dauphin County (Drug & Alcohol) and Big Brothers/Big Sisters of Capital Region, Inc.

Juvenile Probation Services Grant Agreement between the Commonwealth of Pennsylvania, through the Juvenile Court Judges’ Commission and Dauphin County (Probation Services) for FY 2018/2019.

Change Order #02E – Wassertech Engineering, Ltd. (Human Services Building) – adding $92,700 for unforeseen deterioration of the conduit during concrete restoration.

Proposal from Maher Duessel to provide professional consulting services to the Controller’s Office.

Training Packet.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through EE 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 Herbert, Rowland & Grubic, Inc. advising that Dauphin County is applying to DEP for a Chapter 105 Water Obstructions and Encroachment General Permit – GP-11 for the 2018 Bridge Maintenance.

B. Receipt of a letter from PEMA advising that they have completed their review of Dauphin County’s Combined Report for the 1/1/2017 – 12/31/2017 funding period – all expenditures reported have met the eligibility guidelines.

C. Notification from KPI Technology advising that the Berrysburg Municipal Authority is applying to DEP for a Minor Permit Amendment to the Water Quality Management Permit for the installation of an effluent aeration chamber to increase the levels of dissolved oxygen prior to discharge.

PUBLIC PARTICIPATION

There was none.

Mr. Haste noted that the Retirement Board meeting will convene at 10:45 a.m.

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