DAUPHIN COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS’ LEGISLATIVE MEETING
WEDNESDAY, SEPTEMBER 19, 2018
10:00 A.M.

I. CALL TO ORDER

II. MOMENT OF SILENCE

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

   August 29, 2018 Workshop Meeting
   September 5, 2018 Legislative Meeting
   September 5, 2018 Election Board Meeting

V. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

VI. PUBLIC PARTICIPATION

VII. DIRECTORS/GUESTS

   A. Melissa Bradley, Human Resources

      1. Volunteer Employee Benefits Committee (VEBC) Presentation

VIII. SALARY BOARD – DIANDRA PENA

   A. Prison

      1. Create a Full-Time Human Resources Generalist position, Pay Level 00111,
         Step 01, Grade 01, Salary $19.50 p/h, effective September 19, 2018.
      2. Abolish a Full-Time Administrative Assistant I position, Pay Level 00106, Step
         01, Grade 01, Salary $15.29 p/h, effective September 19, 2018.

IX. HUMAN RESOURCES – DIANDRA PENA

   A. Personnel Packet

X. PURCHASING DIRECTOR – RANDY BARATUCCI

   A. Purchase Orders

XI. BUDGET & FINANCE DIRECTOR – MIKE YOHE

   A. Investment Report

XII. CHIEF CLERK/CHIEF OF STAFF’S REPORT – J. SCOTT BURFORD

XIII. SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.
XIV. MATTERS REQUIRING BOARD ACTION

A. Release and Hold Harmless between Dauphin County and Sarah E. Hoffman.

B. Comcast Business Service Order Agreement between Dauphin County (Public Safety) and Comcast for business TV service.

C. Engagement Letter with Maher Duessel to perform a detailed review of the audit workpapers and make reporting recommendations for the following audits: 4 hotel tax audits, 2 MDJ audits, 6 tax collector audits, 1 row officer audit and 1 prison audit.

D. Satisfaction Piece for Geraldine Link on the property located at 1802 Penn Street, Harrisburg, PA 17102 (Mortgage from 1996 and is forgivable).

E. Financial Statement for funds received through the Juvenile Court Judges’ Commission during FY 2017/2018.

F. Performance Agreement between Dauphin County (Parks & Recreation) and Debra Susan Naha – Wild Edibles Program (September 29, 2018) - $150.00.

G. Performance Agreement between Dauphin County (Parks & Recreation) and Leonard M. Tepsich – Celebrate Wildwood (September 23, 2018) - $525.00.

H. Intergraph CAD Software Purchase Agreement between Dauphin County (Public Safety) and Intergraph Corporation (Hexagon Safety & Infrastructure) for three I/CAD Software Licenses.

I. Agreement between Dauphin County (Public Safety/South Central Task Force-Information Technology Working Group) and ManTech Advanced Systems, International, Inc. for WebEOC Board Maintenance, support and development services.

J. Contract between Dauphin County (Parks & Recreation) and Construction Masters Services, LLC for paving sections of the Capital Area Greenbelt.


L. Adoption Assistance Agreement #2016-25 – Amendment #1.

M. Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:

1. YWCA of Greater Harrisburg, Inc.
2. Contact Helpline, Inc.
3. Alder Health Services, Inc.
4. Shalom House, Inc.

N. Purchase of Service Agreement between Dauphin County (MH/ID) and Harrisburg Home Health Holdings, LLC t/d/b/a Angels on Call.

O. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/ID) and Keon Enterprises, LLC.

Q. U.S. Department of Homeland Security Federal Fiscal Year 2018 State Homeland Security Grant Program Agreement between Dauphin County (Public Safety-South Central Counter Terrorism Task Force) and the PA Emergency Management Agency.

R. Subrecipient Agreement between Dauphin County and the Borough of Dauphin for Dauphin Borough Parks Project Accessibility Phase – CDBG to improve ADA accessibility between the Lions Club Park and the Market Square Park - $50,000.

S. Change Order No. 03E – Wassertech Engineering, Ltd. (Human Services Building) – adding $5,180 for the removal and abandonment of the existing light bollards and the installation of temporary lighting along Blackberry.

T. Agreement between Dauphin County and Lobar Associates, Inc. for debris removal of County-owned bridges - $59,875 (contingent upon Solicitor’s review and approval).

U. Administrative Services Agreement between Dauphin County and Highmark Blue Shield for health care benefits for a term of three years (January 1, 2019 to December 31, 2021).

V. Change Order No. 02B – Perrotto Builders, Ltd. (Human Services Building) – adding $26,288.04 for the reduction of the sidewalk width along Blackberry and install ADA curb ramps, removal of light pole bases and signage and contract time extension.

W. Change Order No. 03B – Perrotto Builders, Ltd. (Human Services Building) – adding $47,251.62 for the provision and installation of additional anchors to the existing roof.

X. Change Order No. 04B – Perrotto Builders, Ltd. (Human Services Building) – adding $21,061.67 for the provision and installation of new pressure plates and cover plates on the clerestory glass.

Y. Change Order No. 05B – Perrotto Builders, Ltd. (Human Services Building) – adding $7,833.94 for the installation of seven additional metal brackets and to address a broken interior curbed island and wall crack.


AA. Training Packet.

XV. FORMER BUSINESS

XVI. NEW BUSINESS

XVII. COMMISSIONERS’ DISCUSSION & ACTIONS

XVIII. CORRESPONDENCE

A. Notification from J.D Environmental, Inc. advising that Pennsylvania State University – M.S. Hershey Medical Center is applying to DEP for a Site-Specific Installation Permit for a 30,000-gallon diesel fuel tank to be constructed at its existing emergency generator farm at Milton S. Hershey Medical Center.

XIX. PUBLIC PARTICIPATION

XX. ADJOURNMENT
****THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY, SEPTEMBER 26, 2018 AT 10:00 A.M. – A COMMISSIONERS’ WORKSHOP MEETING. ****

“THE BOARD RESERVES THE RIGHT, PURSUANT TO ACT 84 OF 1986 AS AMENDED, TO HOLD EXECUTIVE SESSIONS BETWEEN THE TIMES OF THE BOARD’S OPEN MEETINGS FOR ANY PURPOSE AUTHORIZED BY STATUTE.”