DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

NOVEMBER 14, 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 & Finance; Amy Harinath, Press Secretary; Jennifer Simpson, Court Administration; Gerald Feaser, Jr., Director of Voter Registration & Elections; Faye Fisher, Director of Human Resources; Randie Yeager, Director of Human Services; John Sponeybarger, Drug & Alcohol; Robin Skiles, Director of Drug & Alcohol; J. Kiss, Public Safety; Donna Miller, Commissioners’ Office; Fred Lighty, Esq., Solicitor’s Office; Susan Irvine, Drug & Alcohol; Chris Davis, Treasurer’s Office; Adriana Vukmanic, Solicitor’s Office; Nitarah Iannacone, Drug & Alcohol; Tynesha Robinson, Drug & Alcohol; Joan Novosel, Drug & Alcohol; Jack Sellers, Drug & Alcohol; Julie Mackey, Commissioners’ Office; and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Stephanie Hastings and Richard Soto

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 October 24, 2018 Commissioners’ Workshop Meeting Minutes and the October 31, 2018 Commissioners’ Legislative Meeting Minutes; motion carried.

ELECTION BOARD MEETING

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

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor reported that an Executive Session was held on November 7, 2018 to discuss personnel and on November 14, 2018 to discuss litigation and personnel.

PUBLIC PARTICIPATION

There was none.

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

Ms. Fisher had no changes to the Personnel Packet. No questions were asked.

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 noted that all budget adjustments were made. No questions were asked.

It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve the Purchase Order Packet.

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

REPORT FROM BUDGET & FINANCE DIRECTOR – MIKE YOHE

Mr. Yohe provided the following Report:

Report from the Office of Budget & Finance
November 13, 2018

• November 2, 2018 transferred $1,946,502.79 to the Payables account from the County’s Concentration account for checks issued that week.

• November 9, 2018 transferred $7,193,287.73 to the Payables account and $1,981,159.76 to the Payroll account from the County’s Concentration account for checks issued that week.

• Wire Payments since last report: $677,305.77

• Debt Service Payments since last report: $0.00

• Term Investments
  • None

• Balance today in PA INVEST: $1,421.19 rate 2.258%

• Balance today in First National Bank: $103,778.23 rate 1.500%

• Balance today in S&T Bank Money Market account: $1,100,679.80 rate 1.870%

• Balance today in Santander Bank investment account: $1,092,719.01 rate 1.740%

• Balance today in Customers Bank investment account: $25,704,801.06 rate 2.400%

• Balance today in Customers Bank investment account: $16,154,303.54 rate 2.250%
• Balance today in PLGIT Prime investment account: $47,127,927.30 rate 2.240%

• Balance today in Riverview Bank investment account: $3,586,556.26 rate 2.170%


REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor reported that Capital Area Transit has submitted an application to get a grant through the Department of Military and Veterans Affairs to provide transit services for veterans. He also forwarded the information to the Legislative delegation. He will keep the Commissioners posted.

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

Mr. Curcillo reported that everything reviewed by the Solicitor’s Office is ready for action. No questions were asked.

MATTERS REQUIRING BOARD ACTION

A. Senior Center Grant Agreement between Dauphin County and Steelton Senior Center.

B. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Diversified Treatment Alternative Centers, Inc.
   2. The Glen Mills Schools, Inc.
   3. LifeSpan Family Services of PA, Inc.
   4. New Love in Christ Church, Inc.
   5. Tender Times Childcare Center, Inc.
   6. Youth Excel, Inc.

C. Adoption Assistance Agreements #2018-70; #2018-71; #2018-72; #2018-73 and #2018-74.

D. Amendment No. 1 to Lease Agreement between Dauphin County and Chestnut 100, LLC.

E. Repository Bid received from Cody Lenker for Parcel #71-003-030 (West Broad Street) - $500.00.

F. Change Order #1 – G.R. Sponaugle & Sons, Inc. (Electrical) – Courthouse 2nd Floor Renovations – adding $3,916 to provide and install 5 Cooper APCH Thermoplastic exit/emergency lighting circuit sources and remove and replace receptacles to accommodate sound soaking wall covering.

G. Repository Bids received from Jason Snelbaker for the following properties:
   1. Parcel #28-001-001 (Water Street) - $500.00
   2. Parcel #30-023-069 (Willow Street) - $600.00
   3. Parcel #11-002-007 (2012 N. 3rd Street) - $600.00
H. Repository Bid received from Lydia E. Soto for Parcel #09-069-031 (1504 Thompson Street) - $500.00.

I. State and local Government Single Schedule Lease Purchase Agreement Lease#/Schedule # 10312000045 between Dauphin County (IT) and Hewlett-Packard Financial Services Company.

J. Repository Bid received from Christopher Hines for Parcel #09-012-003 (21 Summit Street) - $510.00.

K. Addendum to Engagement Letter between Dauphin County and Maher Duessel for an additional 40 hours.

L. Proposal from Reifsnyder’s Landscaping for snow removal at MDJ Witmer’s Office, MDJ J. Lenker’s Office and MDJ Lindsey’s Office.

M. Lease between Dauphin County (Courts) and Neopost USA, Inc. (d/b/a MailFinance, Inc.) for 15 each of: IN600 mailing solution with hand feeder, 5-pound scale, scale stand, power conditioner.

N. Purchase of Service Agreement between Dauphin County (MH/ID) and Behavior By Design LLC.

O. Proposal from Lobar Associates for debris removal at three additional bridges (Bridge #38, Bridge #26 and Bridge #35) – $26,100.

P. Intermunicipal Cost Sharing Agreement between the County of Dauphin and County of Lancaster for Dauphin County Bridge #56/Lancaster County Conewago Bridge #1.

Q. Change Order No. 4 – Dauphin County Courthouse–Second Floor Renovations – ECI Construction (General Contractor) – adding $15,011.00 for asbestos abatement for Phase II of office renovations, additional framing and drywall work to enlarge an existing doorway to meet ADA requirements.

R. Appointment of Amada Coffey to the Merit-Based Hiring System Alternative Dispute Resolution Panel. Ms. Coffey’s term will expire November 2020.

S. Training Packet.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through S 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 discussed the Drug and Alcohol Services’ “warm handoff” program gets individuals who have nearly overdosed to enter treatment. The program started two years ago when the county hired two mobile case managers to respond 24/7 to overdoses and work with the three local hospitals to help people who are abusing drugs and alcohol into immediate treatment. The caseworkers have done 346 assessments since the warm handoff started.

The Commissioners thanked everyone for the great job they do in helping people get the treatment that they need. It is a critical time for the patient. The quicker the response the better it is.

CORRESPONDENCE

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

A. Notification from Evans Engineering, Inc. advising that Sunset Key Investors, LLC are applying to DEP for a NPDES Permit for stormwater discharges associated with the demolition of various portions of their existing warehouse at 1400 N. Cameron Street and the reconstruction to the southern end of the facility.

B. Notification from Evans Engineering, Inc. advising that Wilsbach Distributors, Inc. are applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a new distribution facility along Oberlin Road in Lower Swatara Township.

C. Notification from Ketner Law Office, LLC advising that Hoover Boyer Funeral Homes has submitted a State-Only Operating Permit Renewal Application to DEP for the Human Remains Crematory in Millersburg and the Pet Remains Crematory in Elizabethville.

D. Notification from Penn E&R advising that PPL is applying to DEP for a Chapter 105 Permit for the West Shore to Harrisburg Susquehanna River Crossing located in Swatara Township and Steelton Borough (Dauphin County) and New Cumberland Borough (Cumberland County) and Fairview Township (York County) – removal of the existing structure on Hess Island and the replacement of two structures, one on Stucker Island and one on Hess Island.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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