DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

NOVEMBER 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; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Gerald Feaser, Jr., Director of Voter Registration/Elections; Faye Fisher, Director of Human Resources; Randie Yeager, Director of Human Services; Fred Lighty, Esq., Solicitor’s Office; Amy Harinath, Press Secretary; J. Kiss, Public Safety; Kelly Megonnel, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Tyler Nguyen, Jennifer Wintermyer, Kathy Lacombe, Vanessa Cruz, Fox 43 and WHP 21.

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

There are four sets of Meeting Minutes that will be considered at next week’s Legislative Meeting.

ELECTION BOARD MEETING

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

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. Randie Yeager, Human Services Director

   Jennifer Wintermyer, Executive Director, Tri County Community Action

   1. Northern Dauphin Transportation Service

Ms. Yeager and Ms. Wintermyer provided an update on the Northern Dauphin Transportation Program. A van was purchased and there will be a soft launch in December. Folks have already signed up. It is for people, ages 18-59, that do not fall under MA funds. The County partnered with Tri County Community Action. They are looking for volunteers to drive the van. Currently, they have four riders that have signed up that are going through qualifications and one driver. That is without advertisement. Michelle is the go-to person now for riders and drivers.

Mr. Haste indicated that the County is not competing with the bus service that is in the upper end.

Ms. Wintermyer indicated that it is a 7-passenger van. The phone number to coordinate with Michelle is 717-905-2011. Initially there will be no cost. Once we know what the needs are, we can look at the rate scale.

Mr. Hartwick thanked the Transportation Committee and the Board of Commissioners for identifying this need. This fills the gap. Everyone has stepped up to the plate.
Mr. Haste indicated that another van may be needed next year.

B. Mike Yohe, Director of Budget & Finance

1. Presentation of 2019 Calendar Year Budget

Mr. Yohe reported that today is the day that was advertised for placing the 2019 Budget on the table for public inspection. He met with all the directors in August and September and public meetings were held, as well.

Mr. Yohe’s went through this budget report.

Page 1 - There are currently eleven funds that operate on a calendar year basis. The Bridge Bundling Fund has been added. All tax monies go through the General Fund, which is what he will focus on.

Page 2 – Key Highlights of the 2019 Budget.

1 – There is no tax increase for 2019.

2 – The overall budget decrease in the General Fund for the second year in a row, is due to the Childcare Network Grant ending 6/30/18. The total grant is approximately $27,000,000, so $13.5 million will drop off the General Fund budget in 2018 and the remaining $13.5 million is gone for 2019. Dauphin County has administered this grant since 2000.

3 – If the Childcare Grant reduction is factored out, the General Fund increased by approximately $3.2 million.

4 – Settled union wages between 2-3% for 2019 are budgeted per contract. 2.70% salary increases for 2019 are included for contracts under negotiation. The budget for non-union wages includes a 2.70% salary increase.

5 – The initial budget for the all the departments under the oversight of the Courts was approximately $43.9 million. With the cooperation of the President Judge, this amount was reduced to $43,200,000.

6 – The proposed budget assumes a 5% increase in the pension fund ADC for 2019.

7 – Thirty-four new full-time positions were requested by various departments for 2019. Twenty-eight of these are included in the proposed budget.

8 - $960,000 is included for County guarantees on the Harrisburg Incinerator debt per the terms of the Harrisburg Recovery Plan. $441,737 is still owed Dauphin County from the $8.5 million agreed upon settlement of the plan. That amount is not as revenue in the 2019 budget.
9 – Per the terms of the sale of the Harrisburg Incinerator, the County is responsible for paying for the ash disposal costs starting 7/1/18. This estimated annual expense is $1.7 million. Escrow funds at LCSWMA covered the cost in 2018. For 2019, this expense is budgeted in the Solid Waste/Recycling Fund. In October 2018, the County received approximately $923,000 from an escrow fund at PennDOT that was part of Harrisburg’s 2013 parking lease agreement. Those funds will be used to cover the first half of 2019’s ash disposal costs, with the County picking up the rest of the year as reflected in the $1.5 million transfer to this fund.

10 – Expenses exceed revenue in the proposed budget by approximately $17 million. This budget deficit will be covered by the County’s reserved fund balance. By comparison, the shortfall in the 2018 approved budget was $12.3 million. Current estimates show that of the $12.3 million draw down on fund balance that was budgeted for 2018, only $8.5 million will be used.

Page 3 – Interfund Transfers Summary.

Page 4 – Shows the new positions that are included in the 2019 Budget. There is one in Voter Registration, three in Tax Assessment and 24 at the Prison.

Page 5 – The General Fund Revenue by Source. (Taxes-58.69%, Intergovernmental Revenue-7.82%, Charges for Services-12.10%, Indirect Cost Revenue-7.49%, All Other Revenue-4.55%, Draw down on Fund Balances-9.35%)

Page 6 – The General Fund Expenditure Breakdown. (Salaries & Benefits-54.25%, Materials & Supplies-1.77%, Service Expenses-14.36%, Grants to Organizations-5.30%, Indirect Cost Expenses-5.89%, Debt Service-7.15%, Equipment/Capital Expenses-1.03%, Interfund Transfers-10.10% and Miscellaneous Expenses-0.15%)

Page 7 – General Fund Revenue by Function. (Taxes-58.69%, General Government-15.19%, Human Services-2.52%, Public Safety-3.30%, Judicial-8.86%, Culture & Recreation-0.27%, Conservation & Development-1.82% and Draw down on Fund Balance-9.35%)

Page 8 – General Fund Expenditures by Function. (General Government-16.58%, Judicial-35.50%, Public Safety-25.58%, Public Works-0.83%, Human Services-10.01%, Culture & Recreation-1.42%, Conservation & Development-2.93% and Debt Service-7.15%)

Page 9 – The real estate tax rate of 6.876 mills has remained unchanged since 2005.

Page 10-13 – Summaries by departments.

Mr. Hartwick noted that the budget process does not begin and end at this time. It is a process that goes all year long. The directors did a great job. The additional money that will be collected in Tax Assessment will offset the amount of money budgeted for
new positions. Funds are given to the City of Harrisburg, which keeps them out of one of the worst financial crises of the City. The State budget impasse – what are considered essential services. The County’s will be out of debt in 2024. There have been no tax increases, but the County has met all of its obligations. This is an example of working together. The County has had many firsts – northern transportation program, Infrastructure Bank, and Land Bank.

Mr. Pries agreed with Mr. Hartwick’s comments. It is the 14th year without a tax increase. He thanked the row officers, directors and employees for working together – it is a team effort. The budget was reviewed line item by line item.

Mr. Haste agreed with his colleagues. He has heard that the State budget process will not be smoothly or kindly. The State is going into the process with a $1.7 billion that they will have to make up those expenditures. The State does not have sole discretion on how to use the tobacco settlement. The Board looks as hard at the revenue side as it does the expense side. He is extremely proud of the work that the County does in carrying out the services.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve the laying of the 2019 Budget on the table for the 20-day public review process. Adoption is scheduled for December 12, 2018.

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

Mr. Yohe noted that a copy of the 2019 Budget is at the Commissioners’ Receptionist’s desk and it is also on the website.

**HUMAN RESOURCES**

Ms. Fisher asked if the Board had any questions regarding the Personnel Packet. There was none.

The Personnel Packet will be considered at next week’s Legislative Meeting.

**PURCHASE ORDERS**

Mr. Baratucci asked if there were any questions regarding the Purchase Order Packet that was distributed yesterday. There was none.

The Purchase Order Packet will be considered at next week’s Legislative Meeting.

**Bid Award – Transportation Services for Juvenile Detention/Shelter**

Mr. Baratucci noted that this bid is done every three years. Some additional companies were added. Only one bid was received from BTS Inc. BTS has been the provider for
the last several years. Their estimate was $168,645.60. If approved, Mr. Lighty will prepare a contract.

Mr. Haste asked if the trending is up or down.

Ms. Yeager indicated that it is stable.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board award the Bid for Transportation Services for Juvenile Detention/Shelter to the low qualified bidder, BTS Inc. at a bid price of $168,645.60 per year.

Discussion

Mr. Hartwick mentioned that there are some issues currently with BTS, but they are attempting to address those concerns.

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

TRAINING PACKET

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Item #1 of the Training Packet.

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

ITEMS FOR DISCUSSION

A. Letter to PEMA authorizing the appointment of Stephen Libhart as single point of contact for all PEMA grants, programs and/or agreements including signatory and submission authority. (A Vote is Requested 11/21/18)

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Item A listed above under Items for Discussion.

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

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

Mr. Curcillo reported that everything will be ready for next week. No questions were asked.

CHIEF OF STAFF’S REPORT – CHAD SAYLOR

Mr. Saylor had nothing to report and no questions were asked.
COMMISSIONERS’ COMMENTS

There was none.

PUBLIC PARTICIPATION

There was none.

Mr. Haste wished everyone a Happy Thanksgiving.

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