DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP/LEGISLATIVE MEETING

JULY 11, 2018
10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Mike Pries, Vice Chairman
George P. Hartwick, Ill, Secretary

STAFF PRESENT

J. Scott Burford, Deputy Chief Clerk; Tim DeFoor, Controller; Fred Lighty, Esq., Solicitor’s Office; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Donna S. Miller, Commissioners’ Office; Amy Harinath, Press Secretary; Jennifer Simpson, Court Administration; Laura Cullison, Controller’s Office; Steve Libhart, Director of Public Safety; Faye Fisher, Director of Human Resources; Gerald Feaser, Jr., Director of Voter Registration/Elections; Melissa Bradley, Human Resources; Vince Paese, Controller’s Office; Cody Boyer, Controller’s Office; Marc Snoke, Controller’s Office; J. Kiss, Public Safety; Kelly Megonnel, Commissioners’ Office and Julie Mackey, Commissioners’ Office

GUESTS PRESENT

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:02 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 June 20, 2018 Workshop Meeting Minutes and the June 27, 2018 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the June 27, 2018 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Burford reported that an Executive Session was held this morning to discuss personnel and litigation matters.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

There was none.

HUMAN RESOURCES

Ms. Fisher reported that there is no Salary Board Packet today. She asked if there were any questions on 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 reported that the budget adjustments were made. He asked if there were any questions. 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 Awards

A. Bid Award – Dauphin County Courthouse – Second Floor Renovations Project
   1. General Contract – ECI Construction - $119,795.00 (Base Bid)
   2. Electrical Contract – G.R. Sponaugle & Sons, Inc. - $25,390.00 (Base Bid)
   3. HVAC Contract – G.R. Sponaugle & Sons, Inc. - $31,300.00 (Base Bid)
   4. Plumbing Contract – G. R. Sponaugle & Sons, Inc. - $53,400.00 (Base Bid)

B. Bid Award – Schaffner Youth Center – Flooring and Paint Replacement Project
   1. Jones Masonry Restoration Corporation - $237,000.00

Mr. Baratucci reported that he has two bid awards. One is for flooring and painting at Schaffner. The other bid is for work in the District Attorney’s Office in the Courthouse.

Mr. Haste asked what funds are being used for these projects.

Mr. Burford indicated that the payment for these projects will come from the proceeds from the Paxton Street land lease agreements.

Mr. Baratucci noted that the Engineer, HRG, is recommending that the bids for the Dauphin County Courthouse – Second Floor Renovations (District Attorney’s Office) be awarded to the low bidders for lump sum amounts, subject to receipt of acceptable Performance and Payment Bonds and Insurance Certificates.

General Contract 2018-02 (B) – ECI Construction - $119,795.00
Electrical Contract 2018-02 (E) – G.R. Sponaugle & Sons, Inc. - $25,390.00
HVAC Contract 2018-02 (M) – G.R. Sponaugle & Sons, Inc. - $31,300.00
Plumbing Contract 2018-02 (P) – G.R. Sponaugle & Sons, Inc. - $53,400.00

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board award the bids as follows, subject to receipt of acceptable Performance and Payment Bonds and Insurance Certificates.

Dauphin County Courthouse – 2nd Floor Renovations (District Attorney’s Office Project
General Contract 2018-02 (B) – ECI Construction - $119,795.00
Electrical Contract 2018-02 (E) – G.R. Sponaugle & Sons, Inc. - $25,390.00
HVAC Contract 2018-02 (M) – G.R. Sponaugle & Sons, Inc. - $31,300.00
Plumbing Contract 2018-02 (P) – G.R. Sponaugle & Sons, Inc. - $53,400.00

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

Mr. Baratucci noted that the Engineer, HRG, is recommending that the bids for the flooring and painting at Schaffner be awarded to the low bidder in the lump sum
amount, subject to receipt of acceptable Performance and Payment Bonds and Insurance Certificates.

Jones Masonry Restoration Corporation - $237,000.00

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board award the bid for the Schaffner Project to the low bidder, Jones Masonry Restoration Corporation, at a bid price of $237,000.00, subject to receipt of acceptable Performance and Payment Bonds and Insurance Certificate.

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

BUDGET & FINANCE DIRECTOR – MIKE YOHE

Mr. Yohe presented the following Report:

Report from the Office of Budget & Finance
July 10, 2018

- **June 29, 2018** transferred $2,858,866.51 to the Payables account from the County’s Concentration account for checks issued that week.
- **July 6, 2018** transferred $1,933,161.34 to the Payables account and $1,957,834.20 to the Payroll account from the County’s Concentration account for checks issued that week.
- Wire Payments since last report: $455,470.27
- Debt Service Payments since last report: $32,231.25
- Term Investments
  - 4/3/18 - $10,000,000.00 180-day CD – PLGIT Term – 2.400% - matures 9/28/18
  - 4/12/18 - $10,000,000.00 120-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: $1,411.23 rate 2.000%
- Balance today in First National Bank investment account #97014743: $103,277.35 rate 1.410%
- Balance today in S&T Bank Money Market account #0206001209: $1,093,812.55 rate 1.470%
- Balance today in Santander Bank investment account #9551017714: $1,082,983.35 rate 1.740%
- Balance today in Customers Bank investment account #6459102: $21,014,587.97 rate 2.100%
- Balance today in PLGIT Prime investment account #5033023: $49,210,259.23 rate 2.110%
- Balance today in Riverview Bank investment account #227069210: $9,557,708.71 rate 1.980%


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

Mr. Burford had no report and no questions were asked.

SOLICITOR’S REPORT – FRED LIGHTY, ESQ.

Mr. Lighty reported that everything has been reviewed and ready for consideration. There were no questions.

MATTERS REQUIRING BOARD ACTION

A. Contract between Dauphin County (Public Safety) and Hexagon (Intergraph Corporation) for the purchase, maintenance and implementation of the Automated Secure Alarm Protocol Software Interface for the Computer Aided Dispatch System.

B. Letter Agreement between Dauphin County (Public Safety) and Comcast Cable Communications Management, LLC consenting to the installation, operation and maintenance by Comcast, on behalf of its affiliates, to provide communications services to tenants and other occupants of the property (911 Gibson Blvd.).

C. Authorization to reissue payment in the amount of $2,403.50 to Guardian Ad Litem Sarah E. Hoffman, Esq. (Check #484452 dated May 10, 2018).

D. Contract between Dauphin County (District Attorney) and GEO Reentry Services, LLC for group cognitive behavioral therapy.

E. Performance Agreement between Dauphin County (Parks & Recreation) and Los Monstros Band – Kyle Kettering – Cultural Festival (August 3, 2018) - $1,000.00.

F. Dauphin County Local Share Municipal Grant Agreement between Dauphin County and East Hanover Township - $125,000 (towards purchase of a new fire truck) and $625,000 (towards debt associated with the construction of the new public works building).

G. State and Local Government Single Schedule Lease Purchase Agreement between Dauphin County (IT) and Hewlett-Packard Financial Services Company (Lease #10312000042/Schedule #10312000042) for the Lease Purchase for Children & Youth.
H. State and Local Government Single Schedule Lease Purchase Agreement between Dauphin County (IT) and Hewlett-Packard Financial Services Company (Lease #10312000043/Schedule #10312000043) for the Lease Purchase to Refresh Lease #103108-62.

I. BrewFest Brewery Travel Stipends:

1. Appalachian Brewing Co. - $150
2. Boston Beer Co. (Samuel Adams, Angry Orchard) - $300
3. Rubber Soul Brewing Co. - $150
4. Saint Boniface Craft Brewing Co. – $150
5. Troegs Brewing Co. - $150
6. The Brewery at Hershey (dba The Vineyard at Hershey) - $150
7. Straub Brewery - $150
8. Evolution Brewing Company (dba Delmar Brewing Co.) - $150
9. Harrisburg Millworks, LLC (dba The Millworks) - $150
10. Wolf Brewing Co. - $150
11. Schoффstatt Farm, LLC (dba Spring Gate Brewery & Spring Gate Farms & Vineyard - $150
12. Zeroday Brewing Co. - $150
13. Boneshire Brew Works, LLC - $150
14. Gearhouse Brewing Co. - $150
15. Touchstone Brewery, LLC (dba Lydian Stone Brewing Co.) - $150
16. Highway Manor Brewing, LLC – $150
17. B3 Brewing Co., LLC (dba Collusion Tap Works) - $150
18. Levante Brewing Inc. - $150
19. Tattered Flag Brewery & Still Works - $150
20. Levity Brewing Co. - $150
21. Rotunda Brothers, Inc. (dba Rotunda Brewing Co.) - $150

J. Satisfaction Piece for Whitney N. Mosley on the property located at 523 Highland Street, Steelton, PA 17113 - $3,000.00.

K. Satisfaction Piece for Danielle R. Schade on the property located at 3205 N. 5th Street, Harrisburg, PA 17110 - $5,000.00.

L. Satisfaction Piece for Terrance Lewis on the property located at 230 S. 28th Street, Harrisburg, PA 17110 - $5,000.00.

M. Satisfaction Piece for Gianina Masciulli on the property located at 528 Lopax Road, Harrisburg, PA 17112 - $4,600.00.

N. Purchase of Service Agreement between Dauphin County (AAA) and Unique Home Care Services, LLC.

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

1. Hope’s Haven Residential Services, LLC.
2. Aa to Zz Child Care and Learning Center, Inc.
3. Easter Seals Western and Central Pennsylvania, Inc.
5. National Mentor Healthcare, LLC t/d/b/a Pennsylvania Mentor
6. The Medical Bureau of Harrisburg, Inc.
7. The Milton S. Hershey Medical Center, Inc.

P. Adoption Assistance Agreements #2018-41 and #2018-42.
Q. Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:
   1. ARS of Pennsylvania, LLC
   2. Migliore Treatment Services, LLC
   3. Capital Area Behavioral Health Collaborative, Inc.

R. Amendments to Homeless Assistance Program Fund Agreements between Dauphin County (MH/ID) and:
   1. Brethren Housing Association, Inc. – Amendment #1
   2. Catholic Charities of the Diocese of Harrisburg, Pennsylvania, Inc. – Amendment #1
   3. YWCA Greater Harrisburg, Inc. – Amendment #1

S. Amendments to Purchase of Service Agreements between Dauphin County (MH/ID) and:
   1. International Service Center, Inc. – Amendment #2
   2. Joanna K. Karns, MT-BC – Amendment #2
   3. Riverside Associates, PC – Amendment #1

T. Approval of the 2018 Emergency Solutions Grant Application.

U. Medical Assistance Transportation Program (MATP) Grant Agreement.

V. Resolution No. 11-2018. A Resolution authorizing the filing of a proposal by the Dauphin County MH/ID Program for Emergency Solutions Grant (ESG) funds in the amount of $570,624.00 with the Commonwealth of Pennsylvania Department of Community and Economic Development.

W. Amendment #12 to the HealthChoices Behavioral Health Agreement between Dauphin County (MH/ID) and the Commonwealth of Pennsylvania Department of Human Services.

X. Rental Agreements between Dauphin County and:
   1. Upper Dauphin Area School District (Community 5k Walk)
   2. Short Mountain Conservation Club (Fall Festival)

Y. Acceptance of Proposal from Fry Communications, Inc. for County/Municipal Real Estate Tax Bill Processing.

Z. Acceptance of Proposal from Fry communications, Inc. for School District Real Estate Tax Bill Processing.

AA. Purchase of Service Agreement between Dauphin County (Tax Claim) and CT Land Services Company, Inc.

BB. Subrecipient Agreement between the County of Dauphin and Elizabethville Area Authority for Spruce Street Water Line Replacement - $100,000.

CC. Repository Bid received from Howard Keith Roher – Parcel #02-021-017 (338 S. 15th St.) - $1,000.00.

DD. Repository Bid received from Trevorr Smallwood – Parcel #09-080-030 (2011 Zarker Street) - $500.00.
EE. Training Packet.

It was moved by Mr. Pries and seconded by Mr. Hartwick 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 and will be handled by the staff appropriately.

A. Notification from Dawood Engineers advising that the U.S. General Services Administration is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of the U.S. Courthouse, pavement, sidewalks and curbs, utility connections and overall improvements at 7th & Reily Streets, Harrisburg, PA.

B. Notification from Herbert, Rowland & Grubic, Inc. advising that the Pennsylvania American Water Company is applying to DEP for a NPDES Permit for stormwater discharges associated with the installation of approximately 1 linear mile of 12” ductile iron water main within Derry Township.

C. Notification from RGS Associates advising that Derry Township is applying to DEP for a NPDES Permit for stormwater discharges associated with the demolition of the current recreation facility and the construction of a new community center building.

D. Notification from Steckbeck Engineering & Surveying, Inc. advising that Middletown DPP, LLC is applying to DEP for a NPDES Permit for stormwater discharges associated with the subdivision and land development plan creating 1 new lot including the construction of a 9,100 sf retail store.

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/Julie Mackey