DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP/LEGISLATIVE MEETING

AUGUST 1, 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; Laura Cullison, Controller’s Office; J. Scott Burford, Deputy Chief Clerk; Fred Lighty, Esq., Solicitor’s Office; Nick Chimienti, Sheriff; Steve Howe, Director of Tax Assessment; Gerald Feaser, Jr., Director of Voter Registration/Elections; George Connor, Director of Community & Economic Development; Faye Fisher, Director of Human Resources; Steve Libhart, Director of Public Safety; Randy Baratucci, Director of Purchasing; Jeff Enders, Public Safety; Donna Miller, Commissioners’ Office; Amy Harinath, Press Secretary; Jennifer Simpson, Court Administration; Greg Schneider, Budget & Finance; J. Kiss, Public Safety; Kendra Tate, Commissioners’ Office; Adriana Vukmanic, Solicitor’s Office; Kelly Megonnel, Commissioners’ Office; Ruby Doub, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Lou Barletta, Bruce Krell, Carl Singleton and WHP

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:04 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. Pries and seconded by Mr. Haste that the Board approve the July 18, 2018 Workshop Meeting Minutes and the July 25, 2018 Legislative Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor reported that an Executive Session was held this morning to discuss litigation.

PUBLIC PARTICIPATION

Mr. Haste called upon Congressman Lou Barletta. He thanked Congressman Barletta for his years of service and for his help with the Federal Courthouse.

Congressman Barletta thanked the Commissioners and all the first responders for their leadership during the flooding that was experienced. Many people did not want to leave their homes, because of their animals. He will be touring the area to see how the Federal government can help. He is trying to get the Federal Government to fund a Pre-Disaster Fund. For every $1 that is spent upfront to assist areas, so they don’t have the flooding issues, it costs $6 to $8 on the backend. He thanked the first responders again for risking their lives to help folks in Central Pennsylvania.

Mr. Haste noted that Congressman Barletta’s staff have been very responsive and helpful.

Congressman Barletta indicated that he understands what everyone is going through. He will help in any way that he can to assist.

Mr. Pries stated that he agrees about the first responders. He has said that many times. Some of the local roadways were shut off. It was not as much as 2011, but still enough to cause problems.

Congressman Barletta stated that we need to be smart and prevent some of these issues.
Mr. Pries indicated that the County has had 2-100-year floods and 1-500-year flood in the last couple years. The media did a wonderful job letting folks know what is going on.

Carl Singleton indicated that he is here to ask for the support of Commissioner Haste’s leadership. The City is facing the Act 47 crisis. Part of the proposal is for commuters to pay $2 a week. The City is drowning in debt. The City could potentially see an 80% tax increase in 2021. He is asking for Commissioner Haste’s leadership, because of his involvement. He also indicated that the disparity study is ready to come out. He is asking that the minority inclusion be adopted by the County.

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 indicated that she had no changes. No questions were asked.

It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve the Personnel Packet.

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

PURCHASE ORDERS

Mr. Baratucci noted that the Packet is ready to go. There are no budget issues. No questions were asked.

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

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

REPORT FROM BUDGET & FINANCE – GREG SCHNEIDER

Mr. Schneider provided the following Report:

Report from the Office of Budget & Finance
July 31, 2018
July 27, 2018 transferred $2,809,952.92 to the Payables account from the County’s Concentration account for checks issued that week.

Wire Payments since last report: $445,974.38

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 - $10,000,000.00 120-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 2.042%

Balance today in First National Bank investment account #97014743: $103,277.35 rate 1.410%

Balance today in S&T Bank Money Market account #020600209: $1,093,812.55 rate 1.470%

Balance today in Santander Bank investment account #9551017714: $1,086,371.76 rate 1.740%

Balance today in Customers Bank investment account #6459102: $16,014,587.97 rate 2.100%

Balance today in PLGIT Prime investment account #5033023: $46,010,259.23 rate 2.120%

Balance today in Riverview Bank investment account #227069210: $3,557,708.71 rate 1.980%


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

Mr. Saylor reported on CAT and the Act 47 letters from Cumberland County. CAT is in no shape to do any consolidation. There are more issues with the labor contract. Negotiations are ongoing. Mr. Farr, Manager of CAT, is saying that that CAT is in bad financial shape and would not achieve the savings to meet that local match. He will ask Mr. Farr to come in and give a report. Mr. Farr had predicted a 1 to 2-year timeframe, but he is now suggesting 5 years. Mr. Farr is meeting with Cumberland County either this week or next week.
SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.

Mr. Curcillo indicated that he has two items to add for Commissioners’ approval. The first one is a Parks and Recreation Agreement with the Zembo Shrine. The Cultural Festival is being moved from downtown Harrisburg to the Zembo Shrine, because of the weather. The second item is an Agreement with ZA for the CAFR prep for calendar year 2017.

Mr. Haste asked how much the contract is for Zembo.

Mr. Curcillo indicated that the cost is $2,700 and the cost for ZA is between $6,000 to $10,000.

Mr. Haste indicated that Parks & Recreation will be making up that money for the Zembo cost. He asked how the $6,000 to $10,000 is being made up.

Mr. DeFoor indicated that BGA&F was for the auditing and ZA is to complete the CAFR. We didn’t fill positions. Due to time constraints, staff asked ZA to come in and prepare the financial documents in preparation for the CAFR.

Mr. Pries asked if BGA&F did not fulfill what was being done.

Mr. DeFoor indicated that BGA&F completed the tasks assigned and that ZA will be hired to complete the CAFR.

Mr. Haste asked under Item T, they will not be helping with the CAFR.

Mr. DeFoor indicated that by the time Maher Duessel comes on board the CAFR will be done. They will be assisting us with the auditing manual and taking over the duties and responsibilities of our auditing managers until we hire someone.

Mr. Haste asked if BGA&F has been paid.

Mr. DeFoor indicated that they completed their work and will be paid from the unfilled positions.

Mr. Haste stated that you have item T and Item II. He would like to have Mike Yohe go over the contracts. He asked which contract is more critical.

Mr. DeFoor indicated that ZA is more critical. The deadline for the CAFR is August 31.

Mr. Haste indicated that he would like to hold Item T to get clarification from Mike Yohe.

MATTERS REQUIRING BOARD ACTION

A. Statement of Work between Dauphin County (Public Safety) and Comtech Safety and Security Technologies – text to 9-1-1 VPN service.
B. Submission of the Environmental Review Record for the Public Housing Capital Fund FY 2018 Annual Plan – Dauphin County Housing Authority.

C. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Patrick Akins – Celebrate Wildwood (September 23, 2018) - $150.00.

D. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Rebecca Fronk – Celebrate Wildwood (September 23, 2018) - $125.00.

E. Performance Agreement between Dauphin County (Parks & Recreation) and Ray Owen – Celebrate Wildwood (September 23, 2018) - $450.00.

F. Agreement between Dauphin County (Public Safety) and The Monitoring Association for the Automated Secure Alarm Protocol (ASAP) to PSAP (Public Safety Answering Point) Terms and Conditions.

G. Dauphin County Local Share Municipal Grant Agreement between Dauphin County and Humane Society of Harrisburg Area, Inc.

H. Purchase of Service Agreement between Dauphin County (AAA) and Aging Well PA, LLC.

I. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. CONTACT Helpline, Inc.
   2. County of Lancaster
   3. Advance Local Media LLC t/d/b/a PA Media Group

J. Amendment #2 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Pressley Ridge, Inc.


L. Subsidized Legal Custodianship Agreement #2018-04.

M. Needs Based Budget Narrative.

N. Purchase of Service Agreement between Dauphin County (MH/ID) and SPEC, Inc.

O. Amendments to Purchase of Service Agreements between Dauphin County (MH/ID) and:
   1. Cherie M. Rodgers, MA, SLP-CCC – Amendment #2
   2. Keystone Service Systems, Inc. – Amendment #2
   3. Gaudenzia, Inc. – Amendment #1
   4. Joanna K. Karns, MT-BC – Amendment #3
   5. TMB Developmental Therapy & Infant Massage, Inc. – Amendment #2

P. Amendment #1 to Homeless Assistance Program Fund (HAP) Agreement between Dauphin County (MH/ID) and Shalom House.

Q. Amendment #1 to the Medical Assistance Transportation Program (MATP) Agreement between Dauphin County (MH/ID), Cumberland-Dauphin-Harrisburg Transit Authority t/d/b/a Capital Area Transit.
R. Government Agency Access Agreement between Dauphin County (Tax Assessment) and Bright MLS, Inc.

S. Resolution #12-2018 authorizing submission of the 2018 Action Plan for Housing and Community Development Programs.

T. Proposal from Maher Duessel to provide professional consulting services to the Controller’s Office. (PULLED)

U. Agreement between Dauphin County (Probation Services) and PowerDMS for training, project management assistance, training webinars and training tutorials.

V. Agreement for Legal Services (Court Appointed Counsel) between Dauphin County (Courts) AND Kerwin & Kerwin, LLP (Shannon Kerwin Sprow).

W. Agreements for Legal Services (Court Appointed Counsel) between Dauphin County (Courts) and:
   2. Chavis Law Firm LLC (Jenni H. Chavis) – Part-Caseload Adult Conflict Counsel

X. Approval of the Joshua Marshal Settlement.

Y. Purchase of Service Agreement between Dauphin County (Law Library) and Thomson Reuters for patron access.

Z. Contract between Dauphin County and Jones Masonry Restoration, Corp. for the Schaffner Youth Center Flooring and Paint Replacement.

AA. Contract between Dauphin County and eciConstruction, LLC (General) for the Courthouse 2nd Floor Renovations.

BB. Contract between Dauphin County and G.R. Sponaugle & Sons, Inc. (Mechanical) for the Courthouse 2nd Floor Renovations.

CC. Contract between Dauphin County and G.R. Sponaugle & Sons, Inc. (Electrical) for the Courthouse 2nd Floor Renovations.

DD. Contract between Dauphin County and G.R. Sponaugle & Sons, Inc. (Plumbing) for the Courthouse 2nd Floor Renovations.

EE. Appointment of Nancy Thompson to the Dauphin County Housing Authority Board. Ms. Thompson’s term will expire August 26, 2023.

FF. Appointment of Michael Wee and Kelly Gorman to the Merit-Based Hiring System Alternative Dispute Resolution (ADR) Panel.

GG. Training Packet.

HH. Lease between Dauphin County (Parks & Recreation) and Zembo Shrine for rental fees for the Cultural Festival on August 3, 2018.

II. Contract between Dauphin County and Zelenkofske Axelrod LLC for CAFR preparation assistance to the Dauphin County Controller’s Office for calendar year 2017.
It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve Items A through II, listed above, minus Item T, which has been pulled for further review.

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

FORMER BUSINESS

There was none.

NEW BUSINESS

There was none.

COMMISSIONERS’ DISCUSSION & ACTIONS

Mr. Pries noted that he received notification from Tony DiFrancesco that grants awarded, from July to June, to Veterans was $2.7 million.

CORRESPONDENCE

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

A. Notification from Navarro & Wright advising that Wiedeman Funeral Home & Cremation Services, Inc. is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a new facility including a 9,000 square foot building and associated parking site in Swatara Township.

B. Notification from Navarro & Wright advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated a commercial and residential land development plan in Lower Swatara Township.

C. Notification from K&W Designing Environments advising that the Girl Scouts in the Heart of Pennsylvania is applying to DEP for an individual permit coverage for camp wide improvements at Camp Small Valley, Halifax.

D. Notification from Buchart Horn advising that the Derry Township Municipal Authority is applying to DEP for a Water Quality Management Permit for the Southwest Thickener Addition.

E. Notification from Evans Engineering, Inc. advising that The Hershey Company is applying to DEP for a NPDES Permit for stormwater discharges associated with decommissioning the existing pretreatment facility in Derry Township.

F. Notification from DC Gohn Associates, Inc. advising that Conewago Contractors, Inc. is applying to DEP for a General Permit 4 for the construction activity associated with the land development plan for Stoneridge Lot 1.
G. Notification from Herbert, Rowland & Grubic, Inc. advising that the West Hanover Township Water and Sewer Authority is applying to DEP for a Joint Permit Application for the Holiday Park Pump Station in West Hanover Township.

H. Receipt of a letter from the United States Department of the Interior advising that the National Park Service is contemplating a land exchange to acquire certain lands in Dauphin and Cumberland Counties for the Appalachian National Scenic Trail.

I. Notification from GHD advising that the East Hanover township Municipal Authority is applying to DEP for a NPDES Permit for stormwater discharges associated with the Manada Oaks Sewer Extension Project.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz