DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

MARCH 27, 2019
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; Fred Lighty, Esq., Solicitor’s Office; J. Scott Burford, Deputy Chief Clerk; Amy Harinath, Press Secretary; Donna Miller, Commissioners’ Office; Edgar Cohen, Director of Facilities Maintenance; DiAndre Pena, Human Resources; Chris Davis, Treasurer; Melissa Bradley, Human Resources; Adriana Vukmanic, Solicitor’s Office; J. Kiss, Public Safety; Kelly Megonnel, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Stephen Hetrick, Michael Lang, Joe Solomon and Diane Bowman

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. Pries and seconded by Mr. Haste that the Board approve the March 6, 2019 Workshop Meeting Minutes and the March 13, 2019 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the March 13, 2019 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

DEPARTMENT DIRECTORS/GUESTS

A. Stephen Hetrick, Retirement Collaborative LLC

1. VEBC Fund Change Recommendations (Listed as Item II under Matters Requiring Board Action.)

Mr. Hetrick reviewed the change recommendations that were approved by the Voluntary Employee Benefits Committee (VBEC), at their March 2019 meeting, for the Dauphin County, PA Deferred Compensation Plan. Those recommendations are listed under Matters Requiring Board Action, Item II.

PUBLIC PARTICIPATION

There was none.

SALARY BOARD

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

HUMAN RESOURCES

Ms. Pena reported that there were a few changes and a new personnel listing was distributed earlier. No questions were asked.

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 all budget adjustments were made. No questions were asked.

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.

BUDGET & FINANCE DIRECTOR – MIKE YOHE

Mr. Yohe provided the following Report:

Report from the Office of Budget & Finance
March 26, 2019

- March 15, 2019 transferred $3,919,451.13 to the Payables account and $2,019,018.42 to the Payroll account from the County’s Concentration account for checks issued that week.

- March 22, 2019 transferred $4,181,883.31 to the Payables account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $7,890,903.33

- Debt Service Payments since last report: $0.00

- Term Investments
  - None

- Balance today in PA INVEST: $1,432.27 rate 2.433%

- Balance today in First National Bank: $104,290.96 rate 1.510%

- Balance today in S&T Bank: $1,107,389.62 rate 2.320%

- Balance today in Santander Bank: $1,098,947.30 rate 1.740%

- Balance today in Customers Bank: $25,908,414.84 rate 2.400%

- Balance today in Customers Bank: $0.00 rate 2.400%
• Balance today in PLGIT Prime: $45,916,632.88  rate 2.580%

• Balance today in Riverview Bank: $3,615,087.72  rate 2.570%


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

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

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

Mr. Curcillo had nothing to report and no questions were asked.

MATTERS REQUIRING BOARD ACTION

A. Comcast Enterprise Services Sales Order Form – Internet Speed Increase for 1100 S. Cameron Street.

B. Satisfaction Piece for Joy D. Babil on the property located at 333 Locust Street, Steelton, PA 17113 - $482.50 (negotiated settlement with lender prior to Sheriff’s Sale).

C. Repository Bids received from Anthony Marchione & William Richard Stogemyer for the following properties:
   1. Parcel #08-006-113 (1711 Briggs Street) - $500.00
   2. Parcel #08-006-014 (1717 Briggs Street) - $500.00

D. Repository Bid received from Charles E. Morrison, Jr. for Parcel #09-044-021 (20 Evergreen Street) - $500.00.

E. Satisfaction Piece for Jelena Jovic on the property located at 9156 Joyce Lane, Hummelstown, PA 17036 - $3,000.00.

F. Satisfaction Piece for Brandi S. DeFrank on the property located at 4221 Plymouth Street, Harrisburg, PA 17112 - $5,000.00.

G. Satisfaction Piece for Buddy Lee Belles on the property located at 4022 Green Street, Harrisburg, PA 17110 - $3,000.00.

H. Technical Service Agreement between Dauphin County (Facilities Maintenance) and Automated Logic for HVAC Services at the Bulk Storage Building.

I. Service Solutions Agreement between Dauphin County (Facilities Maintenance) and Automated Logic to maintain peak performance of the Automated Logic WebCTRL System at the Dauphin County Courthouse.

J. Service Solutions Agreement between Dauphin County (Facilities Maintenance) and Automated Logic to maintain peak performance of the Automated Logic WebCTRL System at the Bulk Storage Building.

K. Service Solutions Agreement between Dauphin County (Facilities Maintenance) and
Automated Logic to maintain peak performance of the Automated Logic WebCTRL System at the Human Services Building.

L. Request to waive 2018 penalties and cost for the County and County Library taxes on the following properties: 4813 Devonshire Road (Parcel #35-053-006) and 4819 Devonshire Road (Parcel #35-053-008) at a total cost of $172.29 – Sherry Ulsh.

M. Subrecipient Agreement between Dauphin County and Affordable Housing Associates of Dauphin County, Inc. for Cherry Orchard Place - $500,000 (CDBG).

N. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
1. The Impact Project, Inc.
2. Valley Youth House Committee, Inc.

O. Amendment #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Brethren Housing Association, Inc.


Q. Amendments to Purchase of Service Agreements between Dauphin County (MH/A/DP) and:
1. Harrisburg Area YMCA – Amendment #1
2. Clear Communications, LLC – Amendment #1
3. Community Services Group, Inc. – Amendment #2

R. Amendment #1 to Homeless Assistance Program (HAP) Fund Agreement between Dauphin County (MH/A/DP) and Christian Churches United of the Tri-County Area, Inc.

S. Amendment #13 to the HealthChoices Behavioral Health Grant Agreement between Dauphin County (MH/A/DP) and the Commonwealth of PA Department of Human Services.

T. Resolution #5-2019 regarding Fair Housing.

U. Contract between Dauphin County (Prison) and Eastern Time, Inc. for inspection and maintenance of the fire alarm system.

V. Satisfaction Piece for Hung V. Nguyen, Lien Kim T. Ly and John Le To on the property located at 1617 Putnam Street, Harrisburg, PA 17104 - $4,820.00.

W. Performance Agreement between Dauphin County (Parks & Recreation) and Ryan Bridge – Wetlands Festival (April 27, 2019) - $1,000.00.

X. Performance Agreement between Dauphin County (Parks & Recreation) and Mark M. Wilson – Wetlands Festival (April 27, 2019) - $300.00.

Y. Performance Agreement between Dauphin County (Parks & Recreation) and Thomas J. Jolin – Wetlands Festival (April 27, 2019) - $300.00.

Z. Satisfaction Piece for Yerou A. Johnson on the property located at 2914 Rumson Drive, Harrisburg, PA 17104 - $5,000.00.
AA. Settlement Agreement and General Release between York County Solid Waste and Refuse Authority, Swatara Township and Dauphin County.

BB. Approval of the general form and language of the Dauphin County Local Share Municipal Grant Agreement for Grantees.

CC. Approval of the co-grantee form and language of the Dauphin County Local Share Municipal Grant Agreement for Grantees and Co-Grantees.

DD. Approval of grant agreements to memorialize the Gaming Grant awards approved by the Commissioners on February 27, 2019 in a grant agreement in a form substantially similar to the grant agreements presented herewith, which agreements are approved by the Commissioners, and the Commissioners, as well as the employees, representatives and agents of the County, are authorized and directed to execute, deliver and take any and all actions necessary and appropriate in connection with the same and in order to effectuate the purposes and carry out the intent of this motion, with the execution and delivery of any such additional documents or the taking of any such action by the same conclusively evidencing the due authorization and approval therefor by the County.

EE. Approval of the award and allocation of a 2018 Local Share Municipal Gaming Make-Up Grant in the amount of $106,418.85 to East Hanover Township, Dauphin County.

FF. Approval of the award and allocation of a 2017 Local Share Municipal Gaming Make-Up Grant in the amount of $105,573.60 to East Hanover Township, Dauphin County.

GG. Custodianship Subsidy Agreement #2019-06.

HH. Application for the Dauphin County Hazardous Materials Response Team (HMRT) to renew their status as a Participating Department within the Office of the State Fire Commissioner’s Certification Program for an additional three years.

II. Approval to make the following changes in the Dauphin County, PA Deferred Compensation Plan:

1. Remove the American Beacon Small Cap Value Inst Fund (AVFIX) from the investment line-up and models and replace it with the MFS New Discovery Value R4 Fund (NDVUX).
2. Move the Parnassus Endeavor Investors Fund (PARWX) from the Plan’s large-cap growth category to the large-cap blend category.
3. Add the T. Rowe Price Blue Chip Growth Fund (TRBCX) as the Plan’s large-cap growth fund in the investment lineup and models.
4. Add the Vanguard Total International Bond Index Fund Admiral (VTABX) as an international bond fund that would be available to participants as an individual investment option and be available for inclusion in the models.
5. Move the money in the Vanguard High Dividend Yield Index Investor Fund (VHDYX) to the Vanguard High Dividend Yield Index Admiral Fund (VHAYX).
6. Start the 12-month period to avoid the Gartmore Morley Stable Value Fund Series II’s market value adjustment with the intention of replacing it a year from now with the Alerus Money Market Fund.
7. Re-optimize the asset allocation models with the inclusion of the new funds.
8. Update the Tactical Model’s Investment Policy Statement to allow for intra-quarter changes.

JJ. Training Packet.
It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Items A through JJ 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

Commissioner Pries congratulated Commissioner Hartwick on his NACo appointment.

Commissioner Hartwick expressed disappointment that the commissioners were not engaged in the planning of new machines that were mandated by the Administration throughout the State for 2020. The Secretary of State asked for support to help get the funding from the Legislature, but never engaged was relative to the planning and implementation of these changes.

CORRESPONDENCE

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

A. Notification from Navarro & Wright advising that the Harrisburg Housing Authority is applying to DEP for a NPDES Permit for stormwater discharges associated with the renovations to the existing building, miscellaneous site work and stormwater improvements at the William Howard Day Homes in Harrisburg.

B. Notification from Snyder, Secary & Associates, LLC advising that INDIJU Hospitality 2, LLC is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a 4-story, +/- 16,539 square foot hotel on North Faith Road in Lower Swatara Township.

C. Notification from Herbert, Rowland & Grubic, Inc. advising that West Hanover Township is applying to DEP for a Joint Permit Application for a stream restoration located between and parallel to Manor Drive and Lakeside Avenue from Clover Lane to N. Fairville Avenue in West Hanover Township.

D. Receipt of a letter from Herbert, Rowland & Grubic, Inc. advising that Middletown Borough will be applying to the PA Department of Conservation & Natural Resources for a Park Rehabilitation and Development Grant for park improvements within Hoffer Park (Kid’s Kastle Replacement).
E. Notification from Millersburg Area Authority advising that they are submitting an application to PA DEP for a NPDES Permit for the Millersburg Area Authority Water Plant Backwash Basins located in Upper Paxton Township.

F. Receipt of a letter from Groundwater Services International, Inc. enclosing a signed and notarized Environmental Covenant for the former Lucknow Terminal at 3300 Industrial Road, Harrisburg, PA. It was also noted that the Covenant was recorded in the Recorder of Deeds Office of March 22, 2019.

G. Notification from Osman Environmental Solutions, LLC advising that Hempt Bros, Inc. will be applying to DEP to renew its air quality operating permit for the Hempt Bros. quarry in Steelton, PA.

PUBLIC PARTICIPATION

There was none.

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