DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

JUNE 5, 2019
10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Mike Pries, Vice Chairman
George P. Hartwick, III, Secretary (ABSENT)

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; J. Scott Burford, Deputy Chief Clerk; Amy Harinath, Press Secretary; Fred Lighty, Esq., Solicitor's Office; Robert Christoff, Conservation District; Jennifer Locklier, Human Resources; DiAndra Pena, Human Resources; Jennifer Simpson, Court Administration; J. Kiss, Public Safety; Alexzandria Burns, Commissioners’ Office; Rebecca McCullough, Solicitor's Office; Darian Durkin, Solicitor’s Office; Kelly Megonnel, Commissioners’ Office; Ruby Doub, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Dr. Joseph Green and Diane Bowman

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:03 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 May 15, 2019 Workshop Meeting Minutes and the May 22, 2019 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFOor and seconded by Mr. Pries that the Board approve the May 22, 2019 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

DEPARTMENT DIRECTORS/GUESTS

A. Joseph L. Green, Jr., M.A., Ph.D.
   1. Presentation on the 400-year African American History Commission

Dr. Green indicated that he is the Chairman of the 400 Year African History Commission. 2019 is a year of celebrating the many great achievements of people of African descent. H.R. 1242 (115th) established the 400 Years of African American History Commission Act. The bill was signed by the President on January 8, 2018. The Act established a 15-member commission to coordinate the 400th Anniversary of the arrival of the first enslaved Africans in the English colonies. The Commission’s purpose is to plan, develop, and carry out programs and activities throughout the United States.

The purpose is to recognize and highlight the resilience and cultural contributions of Africans and African Americans over 400 years, acknowledge the impact that slavery and laws that enforced racial discrimination had on the United States; encourage civic, patriotic, historical, educational, artistic, religious and economic organizations to organize and take part in anniversary activities. Assist States, localities and nonprofit organizations to further the commemoration; and coordinate public scholarly research about the arrival of Africans and their contributions to the United States. The Commission may also provide grants to communities and nonprofit organizations to develop programs. The Commission will be in effect until July of 2020; however, he received a verbal communication that the Commission may be extended until 2023.
Some upcoming events: June 12, 2019 – Capitol Visitors’ Center, Congressional Auditorium, Washington, DC “Let’s Talk about our Dream, a 400-year journey of trials, triumphs and trailblazing. Guests will include Nick Cannon and Dr. Bernice A. King.

Another date is June 19, 2019 – “Let’s talk” – The International Day of Drumming and Healing.

Dr. Green noted that although the federal law allocated approximately $6 million to carry out its mission, the Commission was unfunded. Part of the task is to raise funds to apply for a grant. Many people are still unaware that the Commission exists. The Commission needs funding, assistance gaining public awareness and connecting with grassroots organizations to network and to carry out the mission of the Commission.

Mr. Haste asked if the events are locally or nationally.

Dr. Green indicated that they are both.

Mr. Haste asked if they are reaching out to foundations.

Dr. Green indicated that they are working with the Nick Cannon Foundation, the King family and other people.

Mr. Pries thanked Dr. Green for his presentation. He indicated that this was the first time he heard of the Commission. He asked what “Kairos” meant.

Dr. Green indicated that it is a Greek word – strategic point in time. He noted that Governor Wolf provided a Proclamation. He asked if the County would be willing to do a proclamation.

Mr. Haste indicated that the Board can do that.

B. Robert Christoff, Conservation District

1. Presentation on Municipal Separate Storm Sewer System (MS4) Permit Requirements

Mr. Christoff reported that Dauphin County has been subject to NPDES MS4 permit requirements since 2003. Six minimum control measures must be developed and implemented: public education, public participation, illicit discharge elimination, construction site stormwater management, post construction stormwater management and pollution prevention and good housekeeping at municipal facilities. The Conservation District was designated to ensure permit compliance.

The purpose of this presentation is to summarize last year’s compliance efforts and highlight specific efforts for the coming year, provide an opportunity for public input and meet permit requirements.
Summary of 2018/2019

General
- DJ Office was added on Locust Lane to the regulated facilities list.
- Annual Report is due by September. A $500 annual permit fee must be submitted.

MCM 1 – Public Education
- Educational materials were sent to all public and private schools in the MS4 area.
- An educational newspaper ad was coordinated with other regulated municipalities.
- Outreach materials were distributed to developers and consultants.

MCM 2 – Public Participation
- Wildwood Lake Volunteer Days had 133 participants. (He thanked the folks at Wildwood for their assistance.)
- Conducted one workshop for municipal officials and consultants.

MCM 3 – Illicit Discharge Elimination
- Illicit Discharge – The Dauphin County Conservation District’s website provides Illicit Discharge information and where to report such discharges.
- Conducted 8 screenings for illicit discharges at 4 outfalls for two facilities.

MCM 4 – Construction Site Stormwater Management
- The Conservation District continues to implement the Chapter 102/NPDES permit program in Dauphin County. This program meets all MCM 4 requirements for Dauphin County and all municipalities.
- The District has a MOU for implementation of this program with all MS4 permitted municipalities.

MCM 5 – Post Construction Stormwater Management
- The District continues to implement the Chapter 102/NPDES permit program in Dauphin County. This program meets several MCM 5 requirements for Dauphin County and all municipalities.
- Documented PCSM BMPs at the DJ office on Locust Lane.
- The District maintained porous parking surfaces at Fort hunter and the Locust Lane DJ office.
- Worked with Herbert, Rowland & Grubic on PCSM planning for the proposed DJ office on Paxton Street.
- Entered into a MOU with Swatara Township to perform street sweeping at the proposed Paxton Street DJ office.

MCM 6 – Pollution Prevention/Good Housekeeping at Municipal Facilities
- Reviewed 12 PPGH plans and developed a plan for the DJ office on Locust Lane.
- Provided training to over 900 county and non-county employees.
- Conducted 25 inspections at 13 facilities.

2019/2020 Permit Year
- No significant changes to the permit itself.
- A grant application is pending to conduct Rain Barrel Workshops with three municipalities (West Hanover, Lower Paxton and Derry Township)
• The County Illicit Discharge ordinance will need to be updated by 2022. The update is required based on new permit conditions that eliminate several of the exemptions from the ordinance.
• In lieu of certain ordinance requirements pertaining to construction site and post construction stormwater management, Dauphin County can adopt Standard Operating Procedures (SOP).
• The SOP document essentially summarizes existing applicable regulatory requirements from Chapter 102 and the NPDES permit program.
• Both the ordinance update and SOP will require a public hearing and county adoption.

PUBLIC COMMENT
• Members of the general public, watershed organizations, municipalities and other entities are encouraged to contact the District to provide input, make suggestions or propose cooperative projects.
• The County annual reports and implementation plans are posted to the Conservation District website and are available at the District offices for review and comment. The phone number is 717-921-8100 and the website is www.dauphincd.org.

Mr. Haste had a question regarding the municipalities that are imposing an asphalt tax, if the taxes are at a different rate.

Mr. Christoff indicated that typically they do.

Mr. Haste stated if someone puts pavers in instead of asphalt or concrete.

Mr. Christoff indicated that it is up to each municipality. They encourage people to do that type of work.

Mr. Haste questioned if the workshop at the three municipalities noted will be geared towards residents.

Mr. Christoff indicated that these workshops will be for residents.

Mr. Haste indicated that Mr. Christoff should let Amy know about the dates.

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 no changes to the Personnel Packet.

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

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

PURCHASE ORDERS

Mr. Baratucci reported that the four requisitions that he discussed at last week’s meeting are included in the Packet on Pages 17 & 18. The Packet is ready for approval.

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

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

BUDGET & FINANCE DIRECTOR – MIKE YOHE

Mr. Yohe provided the following Investment Report:

Report from the Office of Budget & Finance
June 4, 2019

- **May 24, 2019** transferred **$5,799,992.98** to the Payables account and **$2,994,073.31** to the Payroll account from the County’s Concentration account for checks issued that week.

- **May 31, 2019** transferred **$1,330,488.37** to the Payables account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: **$4,218,513.81**

- Debt Service Payments since last report: **$43,282.59**

- Term Investments
  - None

- Balance today in PA INVEST: **$1,435.24** rate **2.466%**

- Balance today in First National Bank: **$104,552.56** rate **1.510%**

- Balance today in S&T Bank Money Market: **$1,111,630.25** rate **2.340%**
• Balance today in Santander Bank: **$1,103,046.73** rate **2.250%**
• Balance today in Customers Bank: **$19,012,536.59** rate **2.400%**
• Balance today in Customers Bank: **$0.00** rate **2.400%**
• Balance today in PLGIT Prime: **$96,384,674.77** rate **2.470%**
• Balance today in Riverview Bank: **$3,630,571.89** rate **2.550%**


Mr. Pries questioned the two accounts with Customers Bank.

Mr. Yohe indicated that the first account reached its max and funds had to be put into another account. Since their rates dropped, there is only a need for the one account.

Presentation of 2019/2020 Fiscal Year Budget

Mr. Yohe noted that today is the date that was advertised to present the 2019/2020 Fiscal Year Budget for a 20-day inspection period. These are all funds that run on a June to July fiscal year. A public hearing was held approximately two weeks ago. There are eight funds. The proposed budget for 2019/2020 is $94,864,136, which is $1,450,834 less than the budget for 2018/2019. The County Funds Summary – there is an increase for Children & Youth, the proposed 2019/2020 allocation is $10,893,211. Five new positions (4 supervisors and 1 caseworker) for Children & Youth have been included in the 2019/2020 Budget. The approximate cost of these positions is $230,000. The caseworker position is 100% funded with federal dollars. Revenue sources comes mostly from the Federal and State governments.

It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve the laying of the 2018/2019 Fiscal Year Budget on the table for a 20-day inspection period.

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

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

Mr. Saylor provided the Commissioners with an update on Capital Area Transit. A budget was adopted, which included a 24% reduction in service. A consultant was hired to identify the routes that could be eliminated. There are different funding sources and one is for equipment and capital projects. They are in the process of looking at a fare box machine that is self-automated. (He provided the Commissioners with a handout of the machine.) They are moving CAT into a position to consolidate. They are continuing to work on a union contract.
SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.

Mr. Curcillo reported that he would like to add an item for a vote. It would be listed as Item KK. It would authorize the payment of a settlement of funds related to the York Disposal Settlement.

MATTERS REQUIRING BOARD ACTION

A. Purchase of Service Agreement between Dauphin County (Children & Youth) and Knowledge Learning Corporation, Inc.

B. Amendment #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and LifeSpan Family Services of PA, Inc.


D. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/A/DP) and Arcturus Home Care, LLC.

E. Medical Assistance Transportation Program (MATP) Grant Agreement and Assurance of Compliance between Dauphin County (MH/A/DP) and the Commonwealth of Pennsylvania, Department of Human Services, Bureau of Managed Care Operations, Division of Medical Assistance Transportation.

F. Long Term Structured Residence (LTSR) Agreement between Dauphin County (MH/A/DP) and the Counties of Franklin and Fulton on behalf of the Franklin/Fulton Mental Health and Intellectual & Developmental Disabilities Program.

G. Emergency Solutions Grant (ESG) Agreement between Dauphin County (MH/A/DP) and Commonwealth of Pennsylvania, Department of Community & Economic Development, Center for Community & Housing Development.

H. Resolution #10-2019 authorizing the filing of a proposal for funds with the Commonwealth of Pennsylvania Department of Community and Economic Development (ESG).

I. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Eric Ruppert for the following events.
   a. Music & Wine Festival – June 8 & 9, 2019 - $290.00
   b. BrewFest – July 20, 2019 - $140.00
   c. Jazz & Wine Festival – September 6-8, 2019 - $380.00
   d. Fort Hunter Day – September 15, 2019 - $125.00


K. Agreement between Dauphin County (Probation Services) and Thomson Reuters for CLEAR Government Investigations Advanced and Batch Person Search 10000 Annual Inputs for the period July 1, 2019 through June 30, 2020.

L. Agreement between Dauphin County (Probation Services) and LexisNexis Risk Solutions for the Accurint for Law Enforcement Plus Program for the period July 1, 2019 through June 30, 2020.
M. Agreement between Dauphin County (Probation Services) and PowerDMS for SDMS-AS (generation of policy & procedures for staff) for the period August 8, 2019 through August 7, 2010.

N. State and Local Government Single Schedule Lease Purchase Agreement between Dauphin County (IT) and Hewlett-Packard Financial Services Company for the Lease Purchase for Children & Youth – Lease #/Schedule #10312000051.

O. State and Local Government Single Schedule Lease Purchase Agreement between Dauphin County (IT) and Hewlett-Packard Financial Services Company for the Lease Purchase for multiple County – Lease #/Schedule #10312000050.

P. State and Local Government Single Schedule Lease Purchase Agreement between Dauphin County (IT) and Hewlett-Packard Financial Services Company for the Lease Purchase for Information Technology – Lease #/Schedule #10312000049.

Q. Purchase of Consultancy Services Agreement between Dauphin County (District Attorney) and Gary T. Lathrop for professional services.

R. Satisfaction Piece for Dustin K. Adkins on the property located at 680 Keckler Drive, Harrisburg, PA 17111 - $3,000.00.

S. Satisfaction Piece for Alisha A. Morris on the property located at 4274 N. 6th Street, Harrisburg, PA 17110 - $4,225.00.

T. Satisfaction Piece for LaToya T. Slaughter on the property located at 3029 Locust Street, Harrisburg, PA 17109 - $3,000.00.

U. Satisfaction Piece for Angela L. Williams on the property located at 528 Antoine Street, Harrisburg, PA 17110 - $3,983.00.

V. Agreement between Dauphin County (Public Safety/South Central Task Force-IT Working Group) and LogMein Inc. for Go-to-Meeting software system.

W. Agreement between Dauphin County (Public Safety/South Central Task Force-IT Working Group) and Salamander Technologies Inc. for service and technical support to migrate the existing WebID PhotoID Framework.


AA. Partial Refund of 2018 Real Estate Taxes – Parcel #11-007-042 (1919 Penn Street) – Amy Brofman – $355.50.


DD. Partial Refund of 2017-2019 Real Estate Taxes – Parcels #35-034-086 (6360 Flank Dr.), #35-034-089 (6405 Flank Dr.), #35-034-094 (6345 Flank Dr.) – Rossmoyne, LP - $8,978.25.

EE. Engagement Letter from Maher Duessel for the 9-1-1 Program Audit.

FF. Subordination Agreement for Michelle R. McCullough on the property located at 916 Melrose Street, Harrisburg, PA  17104.

GG. Agreement between Dauphin County (Prothonotary) and Justice Systems for technical support to assist with setup and troubleshooting ‘https’ for FCE.

HH. Ratification of Amendment No. 3 to the Redevelopment Assistance Grant Agreement for the Whitaker Center 2010 Capital Project – extending termination date from March 31, 2019 to March 31, 2020.

II. Assignment and Assumption Agreement between Dauphin County and the Dauphin County General Authority. (*Contingent upon Solicitor’s approval.)

JJ. Training Packet.

KK. Authorization to issue payment in the amount of $400,000 from the Unrestricted Gaming Funds to the York County Solid Waste Authority for the settlement of a lawsuit filed by the Authority against Swatara Township and Dauphin County.

It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve Items A through KK listed above under Matters Requiring Board Action.

Question: Mr. Haste – Aye and Mr. Pries – 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 in the Commissioners’ Office and will be handled by the staff appropriately.

A. Notification from J.D. Eckman, Inc. advising that the PA Department of Transportation District 8-0 is submitting permit applications to the Dauphin County Conservation District, PA Department of Environmental Protection and the U.S. Army Corps of Engineers for
the proposed I-83 East Shore Section 1 (I-31 ESS1) project involving roadway widening and bridge replacements in Lower Paxton Township. Required permits include the NPDES permit and a Joint Chapter 105/Section 404 Water Obstruction and Encroachment Permit.

B. Receipt of a letter from TRC, on behalf of Norfolk Southern Railway Company, as notification of the presence of regulated substances within 20 miles upstream (Enola Yard, 218 Enola Road, Enola, PA 17025).

C. Receipt of a letter from TRC, on behalf of Norfolk Southern Railway Company, as notification of the presence of regulated substances within 20 miles upstream (Lucknow Yard, 3322 Industrial Road, Harrisburg, PA 17110).

D. Notification from Rettew advising that Highspire Borough is applying to DEP for a Chapter 105 General Permit No. 3 – Bank Rehabilitation, Bank Protection and Gravel Bar Removal for the Steel Avenue, Highspire project.

E. Notification from Penn E&R advising that PPL Electric Utilities Corporation is applying to DEP for a NPDES Permit for stormwater discharges associated with the rebuild of the existing DAUP-PIGR transmission line within Washington and Wiconisco Townships at North Market Street to South Crossroads Road.

F. Notification from Herbert, Rowland & Grubic, Inc. advising that Dauphin County will be applying to DEP for a General Permit 11 for the 2018 Deck Rehabilitation Project for Bridges 12, 15, 29, 51 and 52.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz