DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

OCTOBER 23, 2019
10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Amy Richards, Press Secretary; J. Scott Burford, Deputy Chief Clerk; DiAndra Pena, Human Resources; Laura Cullison, Controller’s Office; George Connor, Director of Community & Economic Development; Fred Lighty, Esq., Solicitor’s Office; Donna Miller, Commissioners’ Office; Elizabeth Zeigler, Director of IT; Darian Durkin, Solicitor’s Office; Rebecca McCullough, Solicitor’s Office; J. Kiss, Public Safety; Brandi Meyer, Human Resources; Julie Mackey, Commissioners’ Office; Kelly Megonnel, Commissioners’ Office; Ruby Doub, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Stephen Hetrick, Jay Wenger and Tim Horstmann

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:01 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. Haste that the Board approve the October 2, 2019 Workshop Meeting Minutes and the October 9, 2019 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Haste that the Board approve the October 9, 2019 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor reported that there were no Executive Sessions held between meetings.

DEPARTMENT DIRECTORS/GUESTS

A. Stephen Hetrick
   1. Fund Change to Dauphin County Deferred Compensation

Mr. Haste asked if Mr. Hetrick had anything to add to the information he provided to the Commissioners.

Mr. Hetrick indicated that he didn’t.

   It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board remove the Third Avenue Real Estate Value Investor Fund (TVRVX) from the investment line-up and models and replace it with the Janus Henderson Global Real Estate T Fund (JETRX).

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

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 noted that there were additions that were communicated yesterday. No questions were asked.

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

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

PURCHASE ORDERS

Mr. Baratucci reported that it is the same Packet as last week, with the exception that all budget adjustments were made. No questions were asked.

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

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

BUDGET & FINANCE DIRECTOR – MIKE YOHE

Mr. Yohe provided the following Investment Report:

Report from the Office of Budget & Finance
October 22, 2019

- **October 11, 2019** transferred $2,673,928.04 to the Payables account and $2,040,316.07 to the Payroll account from the County’s Concentration account for checks issued that week.

- **October 18, 2019** transferred $3,648,557.15 to the Payables account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $4,280,782.74

- Debt Service Payments since last report: $0.00

- Term Investments
  - None

- Balance today in PA INVEST: $6,014,251.59 rate 2.024%

- Balance today in First National Bank: $105,211.61 rate 1.510%
• Balance today in S&T Bank: $1,121,945.81 rate 1.820%
• Balance today in Santander Bank: $1,113,213.58 rate 2.030%
• Balance today in Customers Bank: $14,183,458.73 rate 2.400%
• Balance today in Customers Bank: $0.00 rate 2.400%
• Balance today in PLGIT Prime: $58,037,219.58 rate 2.100%
• Balance today in PLGIT Class: $6,000,000.00 rate 1.970%
• Balance today in Riverview Bank: $3,667,278.49 rate 2.290%


Mr. Yohe noted that he is putting together the budget information for the upcoming budget hearings.

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

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

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

Mr. Curcillo reported on two items.

Today is the date that was advertised for the adoption of Ordinance #7-2019, which is listed as Item N under Matters Requiring Board Action. There was no public comment.

The other item is regarding 2020 Group Term Life Insurance and Long-Term Disability. Request for Quotes were received. It is requested that the County terminate its contracts with Dearborn National, one for Group Term Life Insurance and the other for Long-Term Disability and accept the quote from Sun Financial Life as the new vendor for Group Term Life Insurance, supplemental life insurance, dependent life insurance and Long-Term Disability, effective December 1, 2019. This will be Item U under Matters Requiring Board Action.

The Commissioners asked if there were any visible changes to the employees.

Mr. Burford noted that Sun Financial Life is committed to transfer all the employees over without any disruption. This change will save approximately $10,000.

Mr. Hartwick wanted to make sure that there is no change in eligibility.
MATTERS REQUIRING BOARD ACTION

A. Satisfaction Piece for Barnabas Q. Reynolds and Kimberly D. Reynolds on the property located at 22 N. 31st St., Harrisburg, PA 17111 - $3,500.

B. Budget Amendments for the quarter ending September 30, 2019.

C. Partial Refund of 2017 & 2018 Real Estate Taxes – Sunflower Fields (36 parcels) - $34,830.84 per Court Order.

D. Family Center Grant Agreement between Dauphin County and Community Action Commission, Inc. t/d/b/a Tri-County Community Action Commission.


F. Agreement for Legal Services between Dauphin County (Courts) and JSDC Law Offices (Alexis Miloszewski) – Guardian Ad Litem.


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

1. The Behavioral Health and Wellness Academy, LLC.
2. Common Sense Adoption Services, Inc.
3. National Mentor Healthcare, LLC t/d/b/a Pennsylvania Mentor


J. Amendment #2 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Capital Area Behavioral Health Collaborative, Inc.

K. Amendments to Purchase of Service Agreements between Dauphin County (MH/A/DP) and:

1. Community LifeTeam, Inc. – Amendment #3
2. The ARC of Dauphin County, Inc. – Amendment #1

L. Medical Assistance Transportation Program (MATP) Agreement between Dauphin County (MH/A/DP) and Community Services Group, Inc.

M. Affordable Housing Trust Fund Award of $20,000 to the Camp Curtin YMCA’s Jefferson Street Affordable Housing Project.


O. Contract for Professional Services between Dauphin County (Parks & Recreation) and Simone Collins Landscape and Architecture.

P. Renewal Contract between Dauphin County and United Concordia for the period January 1, 2020 through December 31, 2024.

Q. Contract Renewal between Dauphin County and Delta Dental for the following: Teamsters Prison Guards Group 00384, Teamster Probation Officers Group 03034 and
the Teamsters Court Related Non-Professionals Group 03051 for the period January 1, 2020 through December 31, 2021.

R. Service Agreement between Dauphin County (Prison) and Honeywell Building Solutions for the period November 1, 2019 through October 31, 2020.

S. Ratification of a Hold Harmless Agreement between Dauphin County (Solid Waste) and Westporte Centre, LLC and James A. Nardo for the Organize Your Life Event on October 19, 2019.

T. Training Packet.

U. Terminate contracts with Principal (Long Term Disability) and Dearborn National (Basic Life and Accidental, Death & Dismemberment, Dependent Life and Supplemental Life) and approve Sun Financial Life as the new vendor for Group Term Life insurance, supplemental insurance, dependent life insurance and Long-Term Disability, effective December 1, 2019.

It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve Items A through U listed above under Matters Requiring Board Action. (Mr. Haste noted Item N is for the Ordinance and Item U is the newly added item.)

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

A. Notification from Williams Site Civil, LLC advising that Steven Murphy is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a proposed baseball field at 487 N. Mill Road, East Hanover Township.

B. Receipt of a letter from W. Roy Newsome, Jr. advising that he is resigning as a member of the Affordable Housing Trust Fund Board.

C. Receipt of a copy of a letter from DEP to Precision Recyclers, Inc. advising that General Permit No. WMGR081SC002 has been reviewed for completeness. It has been
determined that the application package contains sufficient detail to enable the office to conduct the technical review and has been accepted for that purpose.

D. Notification from Evans Engineering, Inc. advising that Wilsbach Distributors, Inc. is applying to DEP for a Chapter 105 Water Obstruction and Encroachment Permit regarding the proposed new distribution facility along Oberlin Road in Lower Swatara Township.

E. Notification from Snyder, Secary & Associates, LLC advising that the United Parcel Service is applying to DEP for a General Permit 4 – Outfall Structure General Permit for the location of an 18” SLPEP outfall culvert into the unnamed tributary to Swatara Creek in Lower Swatara Township.

F. Receipt of a letter from the Federal Energy Regulatory Commission to the York Haven Power Company, LLC advising that they are suspending the requirement under ordering paragraph (B) of the May 2017 order for filing the monthly status reports. When York receives the final permits for the design and operation of the NLF, those plans must be filed, along with the resource agency approvals, with the Commission.

G. Receipt of a copy of a letter from DEP to Susquehanna Township Commissioners advising that the Special Study for the Paxton Creek Interceptor North Branch Upgrade, DEP Code No. A3-22931-346-3 has been approved with comments.

H. Receipt of a copy of a letter from DEP to West Hanover Township Supervisors advising that the Landis Crossing Development, DEP Code No. A3-22937-420-3E is exempt from the requirement to revise the Official Plan for new land development.

I. Notification from Borton Lawson advising that PPL Electric Utilities Corporation is applying to DEP for a NPDES Permit for stormwater discharges associated with the Amp Park Pole Replacement and Customer Relocation Project in Lower Swatara Township.

J. Receipt of a letter from Skelly and Loy advising that the Hollywood Casino at Penn National Race Course has developed a Preparedness, Prevention and Contingency Plan for submittal to DEP (downstream notification).

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz