MEMBERS PRESENT

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

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; Fred Lighty, Esq., Solicitor's Office; DiAndra Pena, Human Resources; Jennifer Simpson, Court Administration; Steve Libhart, Director of Public Safety; J. Kiss, Public Safety; Melissa Bradley, Human Resources; Ruby Doub, Commissioners’ Office; Julie Mackey, Commissioners’ Office; Kelly Megonnel, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Melissa Nicholson, Sharia Benn, Clark Nicholson and Lyeneal Griffin, Jack Sherzer, Shelby Rexrode and Jim Roxbury

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:11 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. Hartwick that the Board approve the October 16, 2019 Workshop Meeting Minutes and the October 23, 2019 Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the October 23, 2019 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

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

DEPARTMENT DIRECTORS/GUESTS

A. Melissa Nicholson, Executive Director, Gamut Theatre
   Sharia Benn, Executive Artistic Director, Sankofa African American Theatre Company
   Clark Nicholson, Artistic Director, Gamut Theatre
   Lyeneal Griffin, Resident Theatre Manager, Gamut Theatre

   1. Presentation on Gamut Theatre and Sankofa African American Theatre

Ms. Nicholson introduced Ms. Benn, Mr. Nicholson and Mr. Griffin. They are seeking sponsorship for a Black History Celebration 2020 program. This is the second year with Sankofa. They will present a play that will be performed for the public and student matinees.

Ms. Benn congratulated the Commissioners on their win. This Board has been very supportive of the arts. This year’s production will be the *Voices of the Eighth 20/20 – Rhythms of Resilience* features real-life stories from the Harrisburg’s Old Eighth Ward, one of the most diverse communities located in Pennsylvania from the late 1700’s through its demolition in 1925 to make way for the new PA Capitol Complex. The play utilizes research as developed by historians at Messiah College and will feature music, projected photos from the time and original poetry written by students from Harrisburg High School – Sci Tech Campus.
Mr. Nicholson touched base on his role with Gamut Theatre. He acknowledged that Ms. Benn’s makes sure all her projects are completely done, from the start to the finish. That is her job with Sankofa. That is his job with Gamut Theatre.

Mr. Griffin stated that he is a new resident of the Harrisburg area. His job is to reach out and coordinate with the schools in Dauphin County. Gamut has a long-standing relationship with the schools, and he looks forward to his role with Gamut Theatre. He feels very passionate about this story on the 8th Ward.

Ms. Nicholson stated that Gamut’s goal is to provide as much support and lend all the production support. They are asking for financial support of this program.

The Commissioners agreed to support this program.

Commissioner Haste indicated that he was delighted that they were focusing on the 8th Ward. It has so much rich history.

Commissioner Hartwick asked if they could investigate the history with Steelton and if that could be a program in the coming years.

Mr. Nicholson mentioned that next year the Shakespeare Theatre International will be held in Harrisburg.

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 are no changes and no questions were asked.

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

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

PURCHASE ORDERS

Mr. Baratucci reported that the budget adjustments were made, and the Packet is ready for consideration. No questions were asked.
It was moved by Mr. Pries and seconded by Mr. Hartwick 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 presented the following Report:

Report from the Office of Budget & Finance
November 5, 2019

• **October 25, 2019** transferred $7,457,596.45 to the **Payables** account and $2,035,679.49 to the **Payroll** account from the County’s Concentration account for checks issued that week.

• **November 1, 2019** transferred $1,701,791.62 to the **Payables** account from the County’s Concentration account for checks issued that week.

• Wire Payments since last report: $355,683.78

• Debt Service Payments since last report: $32,231.25

• Term Investments
  • None

• Balance today in PA INVEST: $6,014,251.59 rate 1.895%  
• 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: $64,649,519.62 rate 2.090%  
• Balance today in PLGIT Class: $2,540.22 rate 1.810%  
• Balance today in Riverview Bank: $3,674,006.19 rate 2.160%

Mr. Yohe reported that the Budget Packets will be distributed tomorrow, and the Hearings begin on November 18th.

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

Mr. Saylor reported that discussions will need to take place on a new voting system. He would like to see reports from other counties that used new machines to see how everything worked. A decision will need to be made shortly.

Mr. Haste asked when this Board of Commissioners can become the Election Board again.

Mr. Curcillo indicated that the Commissioners should wait until the votes have been certified for the final time. The current Board of Elections should finish with the final certification.

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

Mr. Curcillo reported that everything reviewed by the Solicitor’s Office is ready for approval. No questions were asked.

MATTERS REQUIRING BOARD ACTION

A. Repository Bids received from Muwahhideen, Inc. for the following properties:
   1. Parcel #08-008-067 (1712B Walnut Street) - $1,000.00
   2. Parcel #08-008-068 (1712 Walnut Street) - $1,000.00

B. Repository Bid received from Jeffrey Martin – Parcel #35-072-034 (Willoughby Road) - $1,100.00.

C. Repository Bids received from Jason Snelbaker for the following properties:
   1. Parcel #70-001-016 (221 East Street) - $3,076.75
   2. Parcel #10-039-027 (2257 Atlas Street) - $1,100.00
   3. Parcel #11-002-024 (2044 Susquehanna Street) - $1,100.00
   4. Parcel #09-031-014 (1836 Park Street) - $1,100.00
   5. Parcel #11-003-041 (2027 Logan Street) - $1,100.00

D. Repository Bid received from James Miller & Karen Miller – Parcel #11-001-026 (2013 N. 2nd Street) - $1,000.00.

E. Repository Bid received from Selman Selimovic – Parcel #10-014-110 (2621 N. 6th Street) - $1,000.00.

G. Purchasing Requirements Compliance Forms for Wildwood Park Visitor Amenity Improvements Grant.

H. Agreement for Legal Services between Dauphin County (Courts) and the Law Offices of Heather L. Paterno for Guardian Ad Litem for Children in Custody proceedings.

I. Juvenile Court Judges Commission/Juvenile Probation Services Grant Agreement between Dauphin County (Probation Services) and the Commonwealth of PA, Juvenile Court Judges’ Commission for the 2019/2020 fiscal year.

J. Repository Bid received from Keemen Copeland – Parcel #02-016-007 (312 Crescent Street) - $1,000.00.

K. Agreement/Bid Documents between Dauphin County (Parks & Recreation) and Redrock Construction, Inc. for the Capital Area Greenbelt Development RR Bridge Rehab in the City of Harrisburg.

L. 2020 Commissioners’ Meeting, Salary Board and Election Board Meeting Schedule.

M. Work Orders for the Greenbelt Safety Improvements (Design/Build Limited to ADA Curb Ramps) Project #97392:
   - Work Order #17 – adding $155.00 – Balancing completed final measured contract items
   - Work Order #18 – adding $9,000.00 – convert solar powered signals to electric service

N. Local Share Municipal Grant Program – Unrestricted Funds – Dauphin County Clerk of Courts - $55,047.60.

O. Subrecipient Agreement between Dauphin County and Shalom House for Life Coaches Support Program - $25,000 (CDBG).

P. Subrecipient Agreement between Dauphin County and Williamstown American Legion for Generator Upgrade - $35,217 (CDBG).

Q. Purchase of Service Agreement between Dauphin County (AAA) and Theresa Sellers, RN.

R. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Cradles to Crayons Learning Center, LLC
   2. Arrow Child and Family Ministries of Texas Corp.

S. Safe Haven Grant between Dauphin County and Commonwealth of Pennsylvania, Department of Human Services.

T. Event Agreement between Dauphin County (Children & Youth) and Harrisburg Mall Limited Partnership.

U. Purchase of Service Agreement between Dauphin County (MH/A/DP) and Rojgar Employment Services, LLC t/d/b/a Rojgar Interpreting & Translating Services.

V. Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Valley Forge Medical Center and Hospital, Inc.

W. Lease Agreement between Dauphin County and De Lage Landen Financial Services, Inc. for one Konica Minolta Digital Copy System at the Human Resources Office.
X. Partial Refund of 2019 Real Estate Taxes – Parcel #24-004-035 (176 E. Hershey Park Dr.) – Hershey Vacations Unlimited - $14,373.59 (Court Order).

Y. Training Proposal from Zelenkofske Axelrod LLC for Subrecipient Monitoring and Segregation of Duties training.


BB. Commitment Letter between Dauphin County (Dauphin County Redevelopment Authority) and Mid Penn Bank for the Frank S. Brown Boulevard Project.

CC. Approval of the HDHP and PPO Renewal Rates for Dauphin County’s participation in the Pennsylvania County Health Insurance Purchasing Cooperative (PCHIP).

DD. Satisfaction Piece for Elena Y. Henninger on the property located at 403 Oak Street, Millersburg, PA 17061 - $5,000.00.

EE. Tenant Estoppel Certificate from Dauphin County to East Main Street Management Company (MDJ Pelino).

FF. Subordination, Non-Disturbance and Attornment Agreement between Dauphin County and Linkbank and KND Holdings LLC (MDJ Pelino).

GG. Sublease-Onsite Food Service Agreement between Catering by Maria, Ltd. and Shalom Food Services, LLC.

HH. 2019 Sick Leave Sell-Back Program.

II. Training Packet.

It was moved by Mr. Hartwick and seconded by Mr. Pries, noting that Mr. Haste abstained on Item GG, that the Board approve Items A through II 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
Mr. Pries reported that Jerry Feaser, his staff and the volunteers did a remarkable job. He thanked everyone who ran and looks forward to the future.

**CORRESPONDENCE**

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

A. Notification from Herbert, Rowland & Grubic, Inc. advising that Lower Swatara Township is applying to DEP for a General Permit 11 Registration for the Spring Garden Pipe Replacements Project.

B. Receipt of a copy of a letter from BL Companies to the Dauphin County Planning Commission advising that TLC Work-Based Training Program Inc. is applying to DEP for a NPDES Permit for stormwater discharges associated with the development of 5 lots into a combination of multi-family and single-attached housing with a community center.

C. Receipt of a copy of a letter from DEP to Precision Recyclers, Inc. advising of technical deficiencies regarding General Permit No. WMGR081SC002, APS No. 1000259, Authorization No. 1285339 in the City of Harrisburg.

D. Receipt of a letter from DEP to Rausch Creek Coal Preparation Lykens, LLC regarding Surface Mining Permit no. 22851602T, General NPDES Stormwater permit No. PAM118048, Authorization to Mine No. 32590-22851602-01. The approved transfer application has been incorporated into the permit. The NPDES Stormwater Permit is also issued to address the handling and containment of runoff within this site.

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 rebuilding of existing DAUP-PIGR transmission line within Lykens Borough and Wiconisco and Williams Townships (Arch Street to Radar Road).

F. Notification from Herbert, Rowland & Grubic, Inc. advising that Lower Paxton Township is applying to DEP for a General Permit 4 – Registration for Stonebridge Apartments Streambank Restoration Project.


I. 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 rebuilding of an existing transmission line within Washington and Wiconisco Townships (Stone Hill Road to Plane Street).

J. Notification from PennCore Consulting advising that Linda Stoner is applying to DEP for a General Permit No. 4 for Intake and Outfall Structures for the Hazard/Stoner Drainage Project in Lower Paxton Township.
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