DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

JANUARY 23, 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; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; George Connor, Director of Community & Economic Development; Randy Baratucci, Director of Purchasing; Faye Fisher, Director of Human Resources; J. Scott Burford, Deputy Chief Clerk; Fred Lighty, Esq., Solicitor’s Office; Amy Harinath, Press Secretary; Donna Miller, Commissioners’ Office; Jennifer Simpson, Court Administration; Jennifer Locklier, Human Resources; Adriana Vukmanic, Solicitor’s Office; J. Kiss, Public Safety; Laura Simcoe, AAA; and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

James Roxbury, Terry Haines, Adam Santucci, WHTM 27, Diane Bowman and Steve Jarrell

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:05 a.m.
MOMENT OF SILENCE

Everyone observed a moment of silence.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

There are several sets of Meeting Minutes that will be considered at next week’s Legislative Meeting.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

A. George Connor, Director, Economic Development

1. Update on the First Time Homebuyers Program

Mr. Connor is here today, along with Terry Haines, the Program Administrator, to discuss the First Time Homebuyers Program. Mr. Connor commends the Commissioners for continuing this program and making it successful. There were 124 families that have a house for the first time.

Mr. Haines indicated that he had a couple that were going to attend today’s meeting to let you know how they feel about the program, but they could not attend due to a family emergency. He asked that Mr. Haines relay a message and that without this program he would still be living in an apartment for another two years.

The County has the best program in the State. Other counties in the State call Dauphin County for assistance with their programs. Dauphin County was one of the first counties to opt into this program.

Mr. Haste asked how the fund for the program was doing, and if more money was needed.

Mr. Haines stated that in the last five to six years the among of families that are being helped has risen. In 2018, 124 families were assisted. The funds that are collected by
the Recorder of Deeds for this program have remained steady. The payoffs have gone up.

Mr. Hartwick inquired about what happens when the house is sold.

Mr. Haines indicated that it is recorded in the Deeds as a mortgage, 0% loan. When the person sells the property or refinance more than one time then it is due and payable. If the person lives in the home forever, it would then be the responsibility of their heir.

Mr. Hartwick asked Mr. Haines to review the funding mechanism.

Mr. Haines indicated that the program is primarily funded through a $13 Affordable Housing Fee that is added to all mortgages and deeds recorded in the County. When a home is sold or refinanced, the loan is recouped. In 2018, home sales resulted in $158,266 being repaid to the program.

Mr. Pries noted that in 2018 - the loan closings totaled $365,847, the Recorder of Deeds deposits were $219,791 and the loan payoffs were $158,266. He asked if someone would sell their home could they reapply to this program.

Mr. Haines indicated that the person could not own a home within the last three years. That can be checked if the person is from Pennsylvania. If they are from another State, they would have to disclose that information.

Mr. Connor noted that the participants are required to meet income-eligibility guidelines and the home must be their primary residence. Counseling classes are provided, and another component will be added to the counseling, which is the tax issue. Ms. Creason would like to address this issue, because some of the people are not aware that they owe the taxes. They think they are included in their mortgage.

Mr. Haste stated the more we can educate them on this program, the better.

Mr. Haines indicated that they are encouraged to take the counseling classes, because it helps them to become a much more educated buyer. The County does not provide the counseling classes. They are offered by four counseling agencies.

**HUMAN RESOURCES**

Ms. Fisher reported that the Salary Board and Personnel Packets were distributed. There are no changes.

The Salary Board Packet and the Personnel Packet will be considered at next week’s Legislative Meeting.
PURCHASE ORDERS

Mr. Baratucci reported on an additional requisition that will be added to the packet for next week. It is for software subscription for the District Attorney’s Office Law Enforcement Cody/Cobra Project under the Violent Crimes Task Force. There were no questions.

The Purchase Order Packet will be considered at next week’s Legislative Meeting.

Bid Award – HVAC for Holding Cell in Courthouse

Mr. Baratucci reported that three bids were received for this project. Due to the difference in the bids from the low bidder to the next bidder, the low bidder was reviewed thoroughly. It is the recommendation of Herbert, Rowland & Grubic, Inc. to award the bid to the low bidder, Spotts Brothers, Inc.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board award the bid for the HVAC for Holding Cell in Courthouse to the low qualified bidder, Spotts Brothers, Inc. for a lump sum of $69,775.00.

Discussion: Mr. Pries asked where the low bidder is from.

Mr. Baratucci indicated that they are from Schuylkill Haven.

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

TRAINING PACKET

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Item #1 of the Training Packet.

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

ITEMS FOR DISCUSSION

A. Appointment of Carl Phinney to the South Central Workforce Investment Board (SCPa Works) – term expires June 30, 2021. (A Vote is Requested 1/23/19)

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Item A listed above under Items for Discussion.

Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.
SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.

Mr. Curcillo reported that he had an item that needed the Commissioners’ approval. It is for a time extension for the Greenbelt Project #102757. It is with Kinsley Construction, Inc. The extension is for 13 additional days to complete the project as a result of delays to the Notice to Proceed.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve the Time Extension for an additional 13 days to allow Kinsley Construction, Inc. to complete the Greenbelt Project #102757.

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

The items on the Solicitor’s Report will be reviewed and ready for consideration at next week’s Legislative Meeting. No questions were asked.

CHIEF CLERK’S REPORT – CHAD SAYLOR

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

COMMISSIONERS’ COMMENTS

There was none.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz