DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

DECEMBER 11, 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; Randy Baratucci, Director of Purchasing; Amy Richards, Press Secretary; Gerald Feaser, Jr., Director of Registration & Elections; Steve Libhart, Director of Public Safety; J. Scott Burford, Deputy Chief Clerk; Donna Miller, Commissioners’ Office; Elizabeth Zeigler, Director of IT; Fred Lighty, Esq., Solicitor’s Office; Melissa Bradley, Human Resources; Li Ke, Controller’s Office; Jennifer Simpson, Court Administration; J. Kiss, Public Safety; Kelly Megonnel, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Mike Tomasic, James Roxbury, Jack Sherzer, Renee Gaston, Michael Lang and Joe Solomon

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:08 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

Mr. Saylor reported that an Executive Session was held this morning to discuss potential litigation.

DEPARTMENT DIRECTORS/GUESTS

A. Renee Gaston, The Efficiency Network (TEN)
   Michael Lang & Joe Solomon, Provident Energy

   1. Energy Efficiency Project

Mr. Solomon introduced Mr. Lang and Ms. Gaston. They will make a presentation on the Strategic Plan for reducing energy costs. They have been working on this plan for the past 18 months.

Mr. Lang provided the Commissioners with a handout. He reported that in September 2018 – the Commissioners authorized Provident to release RFP for GESA project. October 2018 – a mandatory pre-proposal meeting was held, and nine firms attended. December 2018 – Proposals were submitted by four (4) energy services contractors and May 2019 – TEN was authorized to perform an Investment Grade Audit (IGA). TEN, Provident and the County team assessed County facilities for opportunities. There were multiple site visits and weekly conference calls through. The IGA is a 100+ detailed pages, which is the result of a multi-month effort. There is a chart on Page 3 which listed the facilities, costs and savings that are being projected. The cost of the project is around $14 million with approximately $58,000 in rebates.

Mr. Haste questioned if the rebates will be available when this project begins.

Mr. Lang indicated yes; the energy companies continue to offer rebates. The energy savings is $4,037,397 and O&M is $419,417.

Ms. Gaston stated that lighting upgrades will be done in 16 buildings and MDJ offices, as well as some exterior lighting upgrades. Some of the bigger projects are HVAC
upgrades, rooftop units at the Prison and to make sure all the mechanical systems at
the Prison are operating well. Work will also be done at EMA. Schaffner, AAA Kitchen
and the Administration building. It is pretty widespread.

Mr. Lang noted that 86% of the work will be done by Dauphin County subcontractors
and the other 14% are within a 50-mile range. The final timeline: December 2019 –
enter into an agreement with TEN. January 2020 – subcontracts are awarded and
materials orders. January to March 2020 – the final design is completed. March to
September 2020 – LED lighting and building envelope improvements are completed.
March to July 2020 – building renovations take place. April to August 2020 –
emergency generators are installed. April to November 2020 – HVAC solutions and
roof replacements are done. April to July – Fire/Security system and water
conservation will occur and April – future energy purchasing effort to enhance savings.

Mr. Solomon indicated that he will be coming back to the Commissioners with some
energy pricing. They are part of a six-county program.

Mr. Pries stated that this is an outstanding program. He thanked all the staff that helped
provide information. He asked if the directors, security and staff will be notified when
the work begins.

Mr. Burford indicated that after the first of the year a meeting will be scheduled for the
directors to make them aware of the timeline and impact.

Mr. Pries noted that the past energy efficiency project has worked out well for the
County.

Mr. Hartwick indicated that this is the one thing that the Legislature got right – figuring
out ways to reduce carbon footprints. He is glad to see that local contractors are being
used. It helps with the local economy. It is a win all the way around.

PUBLIC PARTICIPATION

There was none.

HUMAN RESOURCES

Ms. Pena reported that there are no changes.

Mr. Hartwick indicated that he would like to know the funding structure for #7.

Ms. Pena indicated that she will get that information for him.

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

Mr. Baratucci reported that he has a request that came late yesterday. It is from CID for an ammo order. He usually does this twice a year. There are also some budget adjustments that will need to be made prior to next week.

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

**TRAINING PACKET**

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Items 1, 2, 3, 4 and 5 of the Training Packet.

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

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

**ITEMS FOR DISCUSSION**

A. Renewal Amendment to the Administrative Agreement between Dauphin County and Davis Vision, Inc. for the period January 1, 2020 through December 31, 2023. *(A Vote is Requested 12/11/19)*

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 indicated that he has nothing to report, but that everything will be ready for next week. No questions were asked.

**CHIEF CLERK’S REPORT – CHAD SAYLOR**

Mr. Saylor reported on Capital Area Transit and the bus route in northern Dauphin County. He did provide some information to the Commissioners. Mr. Farr will be here next week and will answer any questions you may have regarding this route. Approximately 60 people ride. Because there are no passengers on the way up in the morning and the way down in the afternoon, it makes this route more expensive.

The Commissioners agreed that this route is a necessity to the northern Dauphin County area. More transportation is needed, not less.
COMMISSIONERS’ COMMENTS

There was none.

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