DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

JANUARY 15, 2020
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, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; J. Scott Burford, Deputy Chief Clerk; Amy Richards, Press Secretary; George Connor, Director of Community & Economic Development; Jennifer Simpson, Court Administration; David Skinner, Controller’s Office; Keith Kepler, Director of Solid Waste; Fred Lighty, Esq., Solicitor’s Office; Edgar Cohen, Director of Facilities Maintenance; Mike Tomasic, Facilities Maintenance; Rebecca McCullough, Solicitor’s Office; J. Kiss, Public Safety; Donna Miller, Commissioners’ Office; Kelly Megonnel, Commissioners’ Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Donna Kreiser, Tom Connolly, Dick Bouder, Matt Johnson and Lou Verdelli

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:04 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 December 11, 2019 Workshop Meeting Minutes, December 18, 2019 Legislative Meeting Minutes and the January 6, 2020 Organization Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the December 18, 2019 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

PUBLIC HEARING

A complete set of Public Hearing Minutes are on file in the Commissioners’ Office.

DEPARTMENT DIRECTORS/GUESTS

There was none.

PUBLIC PARTICIPATION

Matt Johnson, of Church World Services, was present at today’s meeting asking the Commissioners to send a consent letter to the State regarding refugee resettlement. Lancaster, Chester and Cumberland have already sent letters. Mr. Johnson is trying to get Dauphin, Lebanon and York counties as well.

Mr. Bouder questioned if the investigation is continuing regarding the release of personal information.

Mr. Curcillo noted that there was nothing that the Election Office did wrong. It was upheld, because the information that was released was permissible by the law.

He completed a Right-to-Know request dated November 13, 2019. He did receive a request back indicating that there was nothing existing in the Voter Registration Office
as to who went in and took a picture of his card. Along with the letter, there was an Affidavit signed by Jerry Feaser indicating that he knew nothing about the incident. Under Section 1207 of Act 3 that upon request, a photo shall be provided at cost. During the campaign he requested street lists, which he received and paid for. He received a receipt for his payment. Someone should have paid for this information and should have been provided with a receipt. The release of this information has caused problems for him and his family.

Mr. Saylor indicated that Mr. Feaser gets a lot of requests for information. If he received such a request, he may have processed them without paperwork. Since that time, the County Office is following the Right-to-Know process instead of the Election Code Guidelines, which is less restrictive. The problem is that there is a conflict of law. He is trying to get clarification from the State.

Mr. Bouder indicated that someone took a picture and they didn’t have to pay for it. Someone let them do it.

Tom Connolly of Swatara Township noted that no one has ever let him go behind the counter in the Voter Registration Office. When he requested information, he was always given a receipt. There are different policies for different people. If he asked for the same information would he be given a different answer.

Mr. Curcillo indicated that nothing that Mr. Feaser did was wrong. Moving forward all Right-to-Know requests will be sent to the Right-to-Know Officer and will be handled differently because of Mr. Bouder’s situation. He did not want this to happen to anyone else.

Mr. Connolly indicated that it was very easy to obtain this information. He will complete a Right-to-Know request asking for the same information that was given to someone else to see if the policies have changed or if there are different rules.

**SALARY BOARD**

A complete set of Salary Board Meeting Minutes are on file in the Commissioners’ Office.

**HUMAN RESOURCES**

Ms. Pena reported that she emailed the Commissioners with some changes to the Personnel Packet. There were no additional changes and no questions were asked.

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

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

Mr. Baratucci noted that additional items were added – Page 3 for the voting machines, which will allow the County to start making payments. On Page 13 are items for MDJ Smith’s Office. Everything else is the same as last week. No questions were asked.

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

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

BUDGET & FINANCE DIRECTOR – MIKE YOHE

Mr. Yohe provided the following report:

Report from the Office of Budget & Finance
January 14, 2020

- December 20, 2019 transferred $5,655,267.12 to the Payables account and $2,087,568.10 to the Payroll account from the County’s Concentration account for checks issued that week.

- December 27, 2019 transferred $1,101,938.66 to the Payables account from the County’s Concentration account for checks issued that week.

- January 3, 2020 transferred $3,231,637.84 to the Payables account and $2,070,436.50 to the Payroll account from the County’s Concentration account for checks issued that week.

- January 10, 2020 transferred $1,944,162.34 to the Payables account from the County’s Concentration account for checks issued that week.

- Wire Payments since last report: $2,063,992.96

- Debt Service Payments since last report: $32,231.26

- Term Investments
  - None

- Balance today in PA INVEST: $33,638.36 rate 1.802%

- Balance today in First National Bank: $105,609.90 rate 1.510%

- Balance today in S&T Bank: $1,126,622.63 rate 1.580%

- Balance today in Santander Bank: $1,117,988.91 rate 1.610%
• Balance today in Customers Bank: $14,269,515.04 rate 2.400%
• Balance today in Customers Bank: $0.00 rate 2.400%
• Balance today in PLGIT Prime: $35,795,517.41 rate 1.790%
• Balance today in PLGIT Class: $4,751.92 rate 1.520%
• Balance today in Riverview Bank: $3,685,722.97 rate 1.810%


Mr. Yohe had nothing to add; but noted that there were four payouts this time.

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

Mr. Saylor noted that Commissioner Hartwick’s schedule did not allow him to be here today.

He also noted that a letter is being drafted to the Department of State for clarification on exactly what the State will reimburse regarding the new voting system.

Mr. Pries asked if he could also find out more information on the matter that Mr. Johnson discussed earlier.

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

Mr. Curcillo reported that everything listed on the Solicitor’s Report is ready for consideration.

MATTERS REQUIRING BOARD ACTION

A. Agreement between Dauphin County (Prison/Judicial Center) and Central State Door Service for 2020 and 2021.

B. Food Service Amendment No. 4 between Dauphin County (Prison) and Aramark Correctional Services, LLC.


D. Subordination Agreement for Tabita A. Quashigah on property located in Susquehanna Township (Parcel #62-087-201-000-0000).

E. Annual Service Agreement between Dauphin County (Public Safety) and Controls, Service & Engineering Co., Inc. for HVAC Service for the Liebert HVAC Unit 22 – ECC/9-1-1 Center.
F. Annual Service Agreement between Dauphin County (Public Safety) and Controls, Service & Engineering Co., Inc. for HVAC Service for the Administrative Offices.

G. Annual Service Agreement between Dauphin County (Public Safety) and Controls, Service & Engineering Co., Inc. for generator Maintenance service at the following sites: Chambers Hill, Blue Mountain, Ellendale, Londonderry, Lykens, Peters Mountain, Reservoir Park, Berry Mountain, Conewago, Fairview, Lower Swatara, Mahantango and Pillow.

H. Annual Service Agreement between Dauphin County (Public Safety) and Tom Stephenson Generator Service, Inc. for generator maintenance service for 500KW generator located at 911 Gibson Blvd., 35KW trailer mounted generator and 6500W portable generator for emergency communication.

I. Annual Service Agreement between Dauphin County (Public Safety) and Tom Stephenson Generator Service, Inc. for generator maintenance service for: 1-Stadco Generator on Robot Truck generator, 1-Generac 6500, 1-Uljanik Generator on Decon Trailer and 2-Honda Generators on Hazmat 77-3.

J. Purchase of Consultancy Service Agreement between Dauphin County (District Attorney) and Gary T. Lathrop.

K. Juvenile Court Judges’ Commission Juvenile Probation Services Grant Award Notification in the amount of $666,242.00 for the period July 1, 2019 to June 30, 2020.

L. Contract between Dauphin County and GEO Reentry Services, LLC for day reporting services in the GEO Reentry Service Center.

M. Extension of Electronics Recycling Collection Agreement between Dauphin County (Solid Waste) and Vintage Tech, LLC.

N. Extension of the Household Hazardous Waste Disposal Agreement between Dauphin County (Solid Waste) and Curbside, Inc., assigned to WM Curbside, LLC.

O. Memorandum of Agreement between Dauphin County (Public Safety) and the Federal Emergency Management Agency for the Integrated Public Alert and Warning System (IPAWS).

P. Repository Bids received from Ultra Renovations & Investments Inc. for the following properties:
   1. Parcel #07-099-016 (1811 Boas Street) - $1,000.00
   2. Parcel #07-099-015 (1809 Boas Street) - $1,000.00

Q. Repository Bids received from Jacob Compton for the following properties:
   1. Parcel #09-080-027 (2017 Zarker Street) - $1,000.00
   2. Parcel #09-080-029 (2013 Zarker Street) - $1,000.00
   3. Parcel #10-053-047 (2344 Susquehanna Street) - $1,000.00

R. Maintenance Proposal from G.R. Sponaugle & Sons, Inc. for mechanical services at the Administration Building.

S. Maintenance Proposal from G.R. Sponaugle & Sons, Inc. for mechanical services at the Courthouse.
T. Service Solutions Contract between Dauphin County (Facilities Maintenance) and Automated Logic for the WebCTRL System at the Administrative Building.

U. Agreement for Legal Services (Court Appointed Counsel) between Dauphin County and Kope & Associates (Shane B. Kope) – PCRA Counsel.


W. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
   1. Affinity Forensic Services, LLC
   3. Scholars, Inc.
   4. Stepping Stones Family Services, LLC
   5. Centre County Youth Service Bureau, Inc.
   6. Community Services Group, Inc.
   7. Kidspeace National Centers, Inc.

X. Amendment #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Alternative Rehabilitation Services, Inc.

Y. Adoption Assistance Agreement #2020-01.

Z. Addendum #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Gaudenzia, Inc.

AA. Human Services Development Fund Agreements between Dauphin County and:
   1. International Service Center, Inc.
   2. Shalom House, Inc.
   3. Capital Area Coalition on Homelessness, Inc.
   4. Christian Churches United of the Tri-County Area, Inc.
   5. CONTACT HELPLINE, Inc.

BB. Amendments to Purchase of Service Agreements between Dauphin County (MH/A/DP) and:
   1. PA Lifesharing, LLC – Amendment #2
   2. Community Services Group, Inc. – Amendment #1
   3. Jessica Gazsi, PT, DPT – Amendment #1
   4. Keon Enterprises, LLC – Amendment #1

CC. Emergency Solutions Grant (ESG) Agreement between Dauphin County (MH/A/DP) and Christian Churches United of the Tri-County Area, Inc.

DD. Proposal from Accruent to move maintenance software to the County.

EE. Sixth Amendment to Inmate Telephone Vending Agreement between Dauphin County (Prison) and DSI-ITI, Inc.

FF. Budget Amendments for the period ending December 31, 2019.

GG. Authorization for J. Scott Burford, Deputy Chief Clerk to execute a Pennsylvania Rental Agreement between Dauphin County and CubeSmart Asset Management, LLC.
HH. Certification of County Funds for the Pennsylvania Farmland Preservation for the 2020 Program Year.

II. Satisfaction Piece for Kenneth B. Shaffer on the property located at 354 N. 66th Street, Harrisburg, PA 17111 - $3,000.00.

JJ. Satisfaction Piece for Michael A. Mattis on the property located at 331 Oak Hill Dr., Middletown, PA 17057 - $5,000.00.

KK. Satisfaction Piece for Elizabeth L. Stover on the property located at 411 S. Union Street, Middletown, PA 17057 - $5,000.00.

LL. Satisfaction Piece for Debra Denise Reed on the property located at 148 Fawn Ridge North, Harrisburg, PA 17110 - $3,000.00.

MM. Satisfaction Piece for Kimberly Hillerby on the property located at 6219 Elmer Ave., Harrisburg, PA 17112 - $3,000.00.

NN. Satisfaction Piece for Susan I. Tyler on the property located at 913 Cherrington Drive, Harrisburg, PA 17110 - $2,840.00.

OO. Satisfaction Piece for Alicia K. Serra on the property located at 131 Pleasant View Drive, Hummelstown, PA 17036 - $3,000.00.

PP. Proposal from Zelenkofske Axelrod LLC to provide audit services to the County for the years ending December 31, 2019, 2020 and 2021.

QQ. Proposal from Zelenkofske Axelrod LLC to extend audit services to the County to audit the Dauphin County Conservation District for the years ending December 31, 2019, 2020 and 2021.

RR. Appointment of Kelly Megonnel to the Dauphin County Library Board. Ms. Megonnel will be filling an unexpired term – term expires December 31, 2021.

SS. Appointment of Rev. Mim Harvey, Diane Reed, MDJ David O’Leary, Tammy Relken, Sean Tosh, Lori Suski, Todd Singer and Darrell Reider. Terms will expire December 31, 2022.

TT. Appointment of Elizabeth Bosak (Penn State Extension) to the Capital Resource Conservation & Development Area Council, with Jennifer Fetter as an alternate. Ms. Bosak’s term will expire November 2022.

UU. Training Packet.

It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve Items A through UU 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

Mr. Pries congratulated the Mr. Feaser, staff and volunteers on yesterday’s Special Election. The turnout was 12.8% and there were no issues.

CORRESPONDENCE

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

A. Notification from Select Environmental Solutions, Inc. advising that they are submitting an application to renew the current NPDES for Alex Acres MHP.

B. Receipt of a copy of a letter from DEP to Londonderry Township Supervisors denying the Sharon Jones Property DEP Code No. A3-22920-221-3S Application. The Application is incomplete.

C. Receipt of a copy of a letter from DEP to Lower Paxton Township advising of technical deficiencies with the Act 537 Planning – OHRC Temple Development – DEP Code No. A3-22921-524-2E.

D. Notification from R. J. Fisher & Associates, Inc. advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with the development of the Enders Project in Lower Paxton Township.

E. Notification from EN Engineering advising that UGI Utilities is applying to DEP for a GP-5 Permit for a proposed utility project in West Hanover Township and Lower Paxton Township – replacement of a section of 6-in gas main that is presently suspended on the existing Blue Ridge Avenue bridge over Beaver Creek.

F. Receipt of an Authority to Use Grant Funds from the U.S. Department of Housing and Urban Development regarding the HOME Rehabilitation program.

G. Receipt of an Authority to Use Grant Funds from the U.S. Department of Housing and Urban Development regarding the West Pearl Street-Upper Paxton Township Project.

H. Receipt of a letter from Gary Crissman advising that he is resigning from the Dauphin County Library Board.

I. Notification from Dawood advising that the Susquehanna Area Regional Airport Authority is applying to DEP for a Joint Permit for coverage under PA Chapter 105 of the PA Department of Environmental Projection and Section 404 of the U.S. Army Corp of Engineers for the Harrisburg International Airport Cargo Apron Expansion Project in Lower Swatara Township.

J. Notification from BL Companies advising that they are applying to DEP for a USACE Section 404/PADEP Chapter 105 Permit Application for the Vision Group Ventures Elizabethtown Warehouses Project located in Londonderry Township.
K. Notification from Rettew advising that Penbrook Borough if applying to DEP for a Chapter 105 General Permit No. 3 for bank stabilization activities in Asylum Run in Susquehanna Township.

L. Receipt of a copy of a letter from DEP to Mifflin Township Supervisors advising that the Benuel King Subdivision, DEP Code No. A3-22925-061-2E in Mifflin Township is exempt from the requirement to revise the Official Plan for new land development.

M. Receipt of a copy of a letter from DEP to Hempt Brothers, Inc., advising that DEP renewed NPDES Permit No. PA009407 to Surface Mining Permit No. 7174SM1C10 – Steelton Quarry in Lower Swatara & Swatara Townships and Steelton Borough.

N. Receipt of a copy of a letter from DEP to Rocky Licensing Corp. advising that DEP renewed NPDES Permit No. PA0223948 to Surface Mining Permit No. 22880301C12 – Fidler’s Elbow Quarry in Lower Swatara Township.

O. Notification from Susquehanna Civil advising that the PA Turnpike Commission is applying to DEP for a NPDES Permit for stormwater discharges associated with the Highspire Service Plaza Truck Parking Expansion Project.

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