



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

OCTOBER 19, 2022

10:00 A.M.

MEMBERS PRESENT

Mike Pries, Chairman
Chad Saylor, Vice Chairman
George P. Hartwick, III, Secretary

STAFF PRESENT

Stephen Libhart, Deputy Chief Clerk; Joseph A. Curcillo, III, Esq., Solicitor; Mary K. Bateman, Controller; Janis Creason, Treasurer; Brett Hambright, Press Secretary; Elizabeth Parry, Director of Information Technology; Chris Davis, Director of Budget & Finance; Donna Miller, Risk Manager; Fred Lighty, Esq., Solicitor's Office; Rebecca McCullough, Esq., Solicitor's Office; Riaz Jena, Information Technology; Aaron Wright, Information Technology; Katie Hornberger, Human Resources; Jeff Enders, Director of Public Safety; Antonio Ciavarella, Information Technology; Namen Hoover, Public Safety; Julie Mackey, Commissioners' Office; Jessica Spandler, Commissioners' Office; and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Rev. Earl Harris

MINUTES

CALL TO ORDER

Mr. Pries, 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. Hartwick and seconded by Mr. Saylor that the Board approve the September 28, 2022 Workshop Meeting Minutes and the October 5, 2022 Legislative Meeting Minutes; motion carried.

It was moved by Ms. Bateman and seconded by Mr. Saylor that the Salary Board approve the October 5, 2022 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

No Executive Sessions were held between meetings.

DEPARTMENT DIRECTORS/GUESTS

- A. Elizabeth Parry, Director of Information Technology
 - 1. Cyber Security

Ms. Parry provided an update on Cyber Security. The total inbound emails were over 10 million. After going through security checks, the total deliver email was over 5 million. The phishing tests rose in the third quarter. A new test was implemented where employees could not warn other employees. New initiatives for 2023 – new employee onboarding classes, yearly email and cyber training for all employees, and IT will continue the phishing exercises. The Information Technology Department has developed important relationships with the CISA-Cyber Security and Infrastructure Security Agency, FBI/Homeland Security and the PA National Guard. The PA National Guard will be conducting a cyber testing in February 2023. She also discussed the upcoming Election.

Mr. Pries thanked Ms. Parry and staff for the great work that they do and continue to do for the County. The new website for Election night has improved compared to the past. He thanked the team for making that happen.

Mr. Hartwick stated that IT has taken a lot on – from a new phone system to Oracle, which will bring the County into the next century.

Ms. Parry introduced Riaz Jena, who everybody knows, and Aaron Wright. Aaron is the Business Relationship Manager. Aaron has been here for three days. He is going to help build the relationship between IT and the other County departments.

Mr. Saylor thanked Ms. Parry for the presentation. IT is working on a policy to deal with malware attacks.

Ms. Parry indicated that an Incident Response Plan should be coming to the Board for consideration at the end of November.

Mr. Saylor asked Ms. Parry to discuss the new development with the County Vo-Tech School.

Ms. Parry stated that they are partnering with the Vo-Tech School to get three co-op students. The students are expected to start November 7. The students are anxious to learn about IT in the real world. She will bring the students down to meet the Commissioners.

Mr. Pries asked is dauphincounty.gov has made things safer.

Ms. Parry stated it has because the Federal government monitors all the .gov domains.

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. Hornberger asked if there were any questions. There was none.

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

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

BUDGET & FINANCE – CHRIS DAVIS

Investment Report

Mr. Davis provided the following Investment Report.

Report from the Office of Budget & Finance

October 19, 2022

Account Transfers:

<u>Date:</u>	<u>From:</u>	<u>To:</u>	<u>Amount:</u>
10/6/22	Concentration	Payables	\$ 5,250,486.95
	Concentration	Payroll	\$ 2,528,640.34

10/13/22	Concentration	Payables	\$ 4,471,743.92
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Wire Payments Since Last Report: \$ 2,398,171.53

Debt Service Payments Since Last Report: \$ 32,231.27

Term Investments:

<u>Purchase Date:</u>	<u>Investment:</u>	<u>Financial Institution:</u>	<u>Rate:</u>	<u>Initial Investment:</u>	<u>Maturity Date:</u>
5/11/22	6 Month Treasury	M&T Bank	1.31%	\$ 4,999,335.61	11/10/22
8/25/22	3 Month Treasury	M&T Bank	2.65%	\$ 4,999,609.96	11/25/22
12/29/21	1-Year CD	Univest Bank	0.35%	\$ 5,000,000.00	12/29/22
5/11/22	9 Month Treasury	M&T Bank	1.62%	\$ 4,999,132.81	2/23/23
8/25/22	6 Month Treasury	M&T Bank	3.05%	\$ 4,999,963.49	2/23/23
5/11/22	12 Month Treasury	M&T Bank	2.10%	\$ 4,999,747.62	5/31/23
8/17/22	12 Month Term	PLGIT	3.93%	\$ 5,000,000.00	8/16/23

Investment Accounts:

<u>Account:</u>	<u>Financial Institution:</u>	<u>Rate:</u>	<u>Balance:</u>
**4860	PA INVEST	2.96%	\$ 11,220,944.88
**4743	First National Bank	2.27%	\$ 107,359.56
**1209	S&T Bank	0.12%	\$ 179,435.99
**7714	Santander Bank	0.10%	\$ 124,247.57
**9102	Customers Bank	0.25%	\$ 49,473.16
**6051	Customers Bank	0.10%	\$ 6,909.47
**3023	PLGIT Prime	3.15%	\$ 101,731,007.84
**9210	Mid Penn Bank	0.45%	\$ 287,765.80
**7194	Citizens Bank	0.12%	\$ 31,791.55
**9449	Univest Bank	3.25%	\$ 24,067,914.26

No T.R.A.N. Line of Credit required for 2022.

Purchase Order Packet

Mr. Davis reported that all necessary budget adjustments have been made. One item was pulled from the original packet because of insufficient funds. No questions were asked.

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

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

Bid Award – Courthouse Roof Replacement Project

It was moved by Mr. Saylor and seconded by Mr. Hartwick that the Board approve the Bid Award to The Warko Group in the amount of \$924,100.00, contingent upon Solicitor’s review of the Agreement, receipt of required insurance documents, and receipt of acceptable Performance and Payment Bonds.

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

CHIEF CLERK’S REPORT – STEPHEN LIBHART

Mr. Libhart reported that Mr. Burford will be returning on Friday. No questions were asked.

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

Mr. Curcillo reported that all the items reviewed by the Solicitor’s Office are ready for consideration.

MATTERS REQUIRING BOARD ACTION

- A. Commonwealth of Pennsylvania, Pennsylvania Emergency Management Agency (PEMA) 9-1-1 Statewide Interconnectivity Funding Grant Agreement between Dauphin County (Public Safety) and PEMA.
- B. Agreement for Legal Services between Dauphin County (Courts) and Watson Legal Services PLLC (Lisa Watson) - Parent Attorney-Dependency and TPR.
- C. Performance Agreement between Dauphin County (Parks & Recreation) and Carly Lafferty - 3-character actors for Trunk or Treat Trek (October 30, 2022) - \$600.00.

- D. Satisfaction Piece for Bernisha Royster on property located at 2401 Rudy Road, Harrisburg, PA - \$3,000.00.
- E. Maintenance Service Renewal Contract between Dauphin County (Prison) and Secure Technology Value Solutions for Judicial Center body scanner.
- F. Service Agreement between Dauphin County (Prison) and AMES Janitorial for cleaning services.
- G. Service Agreement between Dauphin County (Prison) and Stericycle (Shred-It) for on-site shredding services.
- H. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
 - 1. The Bair Foundation of Pennsylvania, Inc.
 - 2. Board of Child Care of the United Methodist Church, Inc.
 - 3. Children's Home of York, Inc.
 - 4. Concern-Professional Services for Children, Youth, and Families, Inc.
 - 5. George Junior Republic in Pennsylvania, Inc.
 - 6. White Deer Run, LLC
 - 7. Youth Service, Inc.
 - 8. A Second Chance, Inc.
- I. Amendment #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Harrisburg Area Learning Academy, Inc.
- J. Adoption Assistance Agreement #2022-57.
- K. Purchase of Service Agreement between Dauphin County (MH/A/DP) and Melmark, Inc.
- L. Amendments to Purchase of Service Agreements between Dauphin County (MH/A/DP) and:
 - 1. Feeding Little Bellies, LLC - Amendment #1
 - 2. Behavior By Design LLC - Amendment #1
 - 3. Aspirations LLC - Amendment #1
 - 4. HealthPro Pediatrics, LLC - Amendment #1
 - 5. United Cerebral Palsy of Central Pennsylvania, Inc. - Amendment #1
 - 6. Cherie M. Rodgers, M.A., SLP-CCC - Amendment #1
 - 7. Barbara Weber, M.S., CCC-SLP, BCBA - Amendment #1
 - 8. Bonnie Quackenbush, M.A., CCC-SLP - Amendment #1
 - 9. TMB Developmental Therapy and Infant Massage, Inc. - Amendment #1
 - 10. Karen K. Reale, OTR/L - Amendment #1
 - 11. Shovlin Therapy Services, LLC - Amendment #2
 - 12. Sovia Therapy, LLC - Amendment #1
 - 13. CMU, Inc. - Amendment #1
 - 14. Nurture and Thrive, LLC - Amendment #1
 - 15. Dinnah Mitro, PT - Amendment #1
 - 16. JG Early Intervention Specialists, Inc. - Amendment #1
 - 17. Living Unlimited, Inc. - Amendment #1
 - 18. Jessica Gazsi, PT, DPT - Amendment #1
 - 19. Joanna K. Karns, MT-BC - Amendment #1
 - 20. Central PA Therapy Connections, LLC - Amendment #1
 - 21. Early Bird Therapy, LLC - Amendment #1
 - 22. Pediatric Physical Therapy, Inc. - Amendment #1
 - 23. Julie Granito, M.A., CCC-SLP - Amendment #1

- 24. Gaudenzia, Inc. - Amendment #1
- 25. Cumberland-Dauphin-Harrisburg Transit Authority t/d/b/a Capital Area Transit - Amendment #2

- M. Satisfaction Piece for Michael L. Brightbill on property located at 98 Riverview Street, Steelton, PA - \$4,424.00.
- N. Satisfaction Piece for Brian K. Smith and Toy Lee Smith on property located at 1916 Forster St., Harrisburg, PA - \$3,500.00.
- O. Presenter Agreement between Dauphin County (Parks & Recreation) and James Caufield - Reindeer Workshop (December 18, 2022) - \$0.00.
- P. Allocation of \$50,000 to the Cocoa Packs Believe in the Dream Capital Campaign.
- Q. Support Letter to the PA Department of Conservation & Natural Resources for the acquisition and conservation of Parcels #43-040-018, #35-002-031, and #35-002-032 for the expansion of State Park boundaries adjacent to Boyd Big Tree Preserve in Lower Paxton and Middle Paxton Townships.
- R. Agreement between Dauphin County and The Warko Group for the Courthouse Roof Replacement Project in the amount of \$924,100.00.
- S. Neighborhood Center Facility Rental Agreement between Dauphin County (Elections) and Summit Terrace Association.
- T. Amendment #2 to Adoption Assistance Agreement #2016-25.
- U. Amendment #2 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Affordable Housing Associates of Dauphin County, Inc.
- V. Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Frances Lavender.
- W. Appointment of Gregory R. Kline to the Executive Board and Jason Graff to the Systems Administration/Technical Subcommittee of the South-Central Inter-County Phone Network Board.
- X. Training Packet.

It was moved by Mr. Hartwick and seconded by Mr. Saylor that the Board approve Items A through X listed above under Matters Requiring Board Action.

Question: Mr. Pries – Aye; Mr. Saylor – 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. Receipt of a copy of a letter from PA DEP to Tecumseh Redevelopment, Inc. regarding Tecumseh Steelton HWM-1 Landfill RCRA Post Closure Permit Renewal Application #PAR000567008 in Swatara and Lower Swatara Township. DEP has determined that the application package contains sufficient detail to enable DEP to move forward with the technical review and has accepted the application for that purpose.
- B. Notification from Skelly and Loy advising that Kline Plaza (Nassimi Realty) is applying to DEP for a Chapter 105 General Permit No. 5 (DEP)/Section 404 (U.S. Army Corps of Engineers) for the Parkway Creek Watershed Restoration Project in Susquehanna Township.
- C. Notification from Skelly and Loy advising that Kline Plaza (Nassimi Realty) is applying to DEP for a Chapter 105 General Permit No. 5 (DEP)/Section 404 (U.S. Army Corps of Engineers) for the Parkway Creek Watershed Restoration Project in Paxtang Borough.
- D. Receipt of an Order from the Federal Energy Regulatory Commission modifying and approving revised site-specific American Eel downstream passage study plan under Article 401 for the York Haven Power Company, LLC.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

Mr. Pries noted that the Retirement Board will convene right away.

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

Transcribed by: Richie-Ann Martz