

**DAUPHIN COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS' LEGISLATIVE MEETING  
WEDNESDAY, JANUARY 12, 2022  
10:00 A.M.**

**Final  
Tuesday, January 11, 2022  
9:55 a.m.**

I. CALL TO ORDER

II. MOMENT OF SILENCE

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

December 8, 2021 Workshop Meeting  
December 15, 2021 Legislative Meeting  
December 15, 2021 Public Hearing  
December 16, 2021 Special Meeting  
December 15, 2021 Salary Board Meeting

V. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

VI. DIRECTORS/GUESTS

A. Brian Emberg, Ed Ellinger & Ryan Hostetter of Herbert, Rowland & Grubic, Inc.

1. Presentation on the Dauphin County Infrastructure Bank-General

VII. PUBLIC PARTICIPATION

VIII. SALARY BOARD – DARLA MATHIS

A. 2022 Pay Scales and Pay Increases

B. Budget & Finance

1. Create a Full-Time Fiscal Manager position, Pay Level 00112, Step 01, Grade 01, Salary \$21.20 p/h, effective January 24, 2022.

2. Abolish a Full-Time Fiscal Technician position, Pay Level 00109, Step 01, Grade 01, Salary \$18.33 p/h, effective January 24, 2022.

C. Children & Youth

1. Create three (3) Full-Time Caseworker 2 or 3 (Children and Family Responder) positions, Pay Level 06635, Step 01, Grade 01, Salary \$19.10 p/h, effective January 24, 2022.

D. Probation Services

1. Abolish a Full-Time Administrative Assistant 2 position, Pay Level 00108, Step 01, Grade 01, Salary \$17.29 p/h, effective January 24, 2022.

IX. HUMAN RESOURCES – DARLA MATHIS

- A. Personnel Packet
- X. BUDGET & FINANCE DIRECTOR – CHRIS DAVIS
  - A. Investment Report
  - B. Purchase Order Packet
- XI. CHIEF CLERK’S REPORT – J. SCOTT BURFORD
- XII. SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.
- XIII. MATTERS REQUIRING BOARD ACTION
  - A. Engagement Letter from Martin M. Sacks & Associates for the preparation of the annual financial statements for the Dauphin County Community Fund as of December 31, 2021.
  - B. Satisfaction Piece for Louis M. Rosa, Sr. on property located at 28 State St., Middletown, PA - \$769.00.
  - C. Satisfaction Piece for Amber N. Green on property located at 3633 N. 2<sup>nd</sup> St., Harrisburg, PA - \$5,000.00.
  - D. Subordination Agreement between Dauphin County (Economic Development) and Dalixa Santos-Cruz for property located at 2202 Forster Street, Harrisburg, PA.
  - E. Agreement between Dauphin County and Teamsters Local 776 for the period January 1, 2022 to December 31, 2025.
  - F. Proposal from Wilson Consulting Group, PC for the Detweiler Park Phase 3a/3b/4 Design and Engineering.
  - G. Services Solution Contract between Dauphin County (Probation Services) and Automated Logic to maintain peak performance of the WebCTRL system at the Adult Probation Office.
  - H. Agreement for Legal Services between Dauphin County (Courts) and Law Offices of Amy Backenstose (Amy Backenstose) for Dependency Parent Attorney.
  - I. Agreement for Legal Services between Dauphin County (Courts) and Rentschler Law Offices (Michael Rentschler) for Juvenile Conflict Counsel.
  - J. Agreements for Legal Services between Dauphin County (Courts) and Law Offices of Amanda Batz (Amanda Batz) for:
    - 1. PCRA Counsel
    - 2. Adult Criminal Conflict Counsel
  - K. Agreement between Dauphin County, Janis Creason (Treasurer), Christopher T. Nowak and Susquehanna Township for the collection of real estate taxes for Susquehanna Township.
  - L. Agreement between Dauphin County (Public Safety/South Central Task Force) and CDW Government for Microsoft SQL software.

- M. Agreement between Dauphin County (Public Safety/South Central Task Force) and Carahsoft Technology Corp. for Amazon Web Service.
- N. Easement between Dauphin County and Swatara Township for underground fiber network on Parcels #63-024-070 and #63-024-054 as part of the Next Generation 911 Emergency Services IP Network Project.
- O. Partial Refund of 2021 Real Estate Taxes – Parcel #03-003-017 (2 N. 2<sup>nd</sup> Street) – ESL, Incorporated - \$65,370.56.
- P. Agreements for Legal Services between Dauphin County (Courts) and Law Offices of Wendy J. F. Grella (Wendy Grella) for:
  - 1. PCRA Counsel
  - 2. Juvenile Conflict Counsel
  - 3. Adult Conflict Counsel
- Q. Agreement for Legal Services between Dauphin County (Courts) and Deanna Muller, Esquire for Adult Criminal Conflict Counsel.
- R. Agreements for Legal Services between Dauphin County (Courts) and Allied Attorneys of Central Pennsylvania, LLC (Nicholas Schwartz) for:
  - 1. Alleged Incapacitated Person (Guardianship)
  - 2. Conflict Parent Attorney
- S. Agreement for Legal Services between Dauphin County (Courts) and Law Offices of Damian DeStefano (Damian DeStefano) for PCRA Counsel.
- T. Agreements for Legal Services between Dauphin County (Courts) and Law Offices of Natalie Burston (Natalie Burston) for:
  - 1. Attorney for Child in Private TPR
  - 2. Parent Attorney Private TPR
- U. Agreements for Legal Services between Dauphin County (Courts) and Law Office of Jason R. Carpenter LLC (Kelli Brownwell Statt) for:
  - 1. Domestic Relations Special Counsel
  - 2. Juvenile Conflict Counsel
- V. Agreement for Legal Services between Dauphin County (Courts) and Guida Law Offices (Gail Souders) for GAL Custody Cases.
- W. Agreement for Legal Services between Dauphin County (Courts) and Wix, Wenger & Weidner (Jeffrey Clark) for GAL Dependency Cases.
- X. Agreement for Legal Services between Dauphin County (Courts) and Law Offices of Christopher Wilson (Christopher Wilson) for PCRA Counsel.
- Y. Agreement for Legal Services between Dauphin County (Courts) and McShane Law Firm LLC (Justin McShane) for Mental Health Counsel.
- Z. Agreement for Legal Services between Dauphin County (Courts) and Law Offices of Erika Lauer (Erika Lauer) for Custody Conference Officer.

- AA. Satisfaction Piece for Eileen E. Valle for property located at 2512 N. 5<sup>th</sup> Street, Harrisburg, PA - \$3,175.00.
- BB. Service Agreement between Dauphin County (Public Safety) and Tom Stephenson Generator Service, Inc. for two CAT Generators for the building, the trailer mounted Onan and the Comms Trailer Honda Generator.
- CC. Service Agreement between Dauphin County (Public Safety) and Tom Stephenson Generator Service, Inc. for 13 Tower Site Generators.
- DD. Service Agreement between Dauphin County (Public Safety) and Controls, Service & Engineering Co., Inc. for the HVAC units at the Administrative Offices.
- EE. Service Agreement between Dauphin County (Public Safety) and Controls, Service & Engineering Co., Inc. for the HVAC units for the ECC.
- FF. Radio System Maintenance Agreement between Dauphin County (Public Safety) and Capital Area Communications for the Legacy Radio System.
- GG. Service Agreement between Dauphin County (Public Safety) and Controls, Service & Engineering Co., Inc. for the HVAC units at the Tower Sites.
- HH. Change Order #001 for Motorola Contract #20201216K for the microwave equipment – this change order includes four items and results in a project credit of \$38,834.42.
- II. Presenter Agreement between Dauphin County (Parks & Recreation) and Dauphin County Cooperative Extension – Master Gardener Veggie Series (April 6 & April 13, 2022) - \$5 per participant (Cooperative Extension will pay \$2 per program participant to the County).
- JJ. Presenter Agreement between Dauphin County (Parks & Recreation) and Betsy A. Oberheim – The Wonders of Rocks (January 15, 2022) - \$50.00.
- KK. Presenter Agreement between Dauphin County (Parks & Recreation) and Carol B. Reed – Pound the Colors of Wildwood into Cloth (July 30, 2022) - \$15 per participant.
- LL. Presenter Agreement between Dauphin County (Parks & Recreation) and Carol B. Reed – Dyeing with Acorns (April 7, 2022) - \$23 per participant.
- MM. Presenter Agreement between Dauphin County (Parks & Recreation) and the Dauphin County Cooperative Extension – Master Gardener Spring Symposium (February 26, March 12, March 19 & March 26, 2022) - \$5 per participant (Dauphin County Cooperative Extension will pay \$2 per program participant to the County).
- NN. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
  - 1. The Children’s Home of Easton, Inc.
  - 2. Open Door International, Inc.
  - 3. Bridging Gaps Visitation, LLC
- OO. Amendment #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Amiracle4Sure, Inc.
- PP. Adoption Assistance Agreement #2021-71.
- QQ. Purchase of Service Agreement between Dauphin County (MH/A/DP) and Bancroft

NeuroHealth, Inc.

- RR. Managed Services Agreement between Dauphin County (Public Safety) and M3T for Service Shield (administered through TAMCO), SSA, VAHMS Security Cloud & Digital Twin.
- SS. Service Agreement between Dauphin County (Public Safety) and Tom Stephenson Generator Service, Inc. for five Hazmat Generators.
- TT. Presenter Agreement between Dauphin County (Parks & Recreation) and Trout Unlimited 108 – Doc Fritchey – Advanced Fly-Tying Class (February 17 through March 24, 2022) - \$35 per participant.
- UU. Partial Refund of 2021 Real Estate Taxes – Parcel #63-027-310 (413 Port View Dr.) – Tecport Hospitality, LLC - \$6,553.20.
- VV. Agreements for Legal Services between Dauphin County (Courts) and Lavery Law (Andrew Norfleet) for:
  - 1. Juvenile Conflict Counsel
  - 2. Counsel for Incapacitated Persons (Guardianships)
- WW. Agreements for Legal Services between Dauphin County (Courts) and Law Offices of Heather L. Paterno for:
  - 1. Custody Conference Officer
  - 2. GAL Private Termination Cases
  - 3. Counsel for Child – Dependency and TPR Cases
  - 4. GAL Dependency and TPR Cases
- XX. Agreement for Legal Services between Dauphin County (Courts) and Law Offices of Michael Matter (Michael Matter) for Dependency Parent Attorney.
- YY. Agreements for Legal Services between Dauphin County (Courts) and Law Offices of Joy Waters Fleming (Joy Waters Fleming) for:
  - 1. Counsel for Child – Dependency and TPR Cases
  - 2. GAL Dependency and TPR Cases
- ZZ. Agreements for Legal Services between Dauphin County (Courts) and Law Offices of Sarah Hoffman (Sarah Hoffman) for:
  - 1. Counsel for Child – Dependency and TPR Cases
  - 2. GAL Dependency and TPR Cases
- AAA. Agreement for Legal Services between Dauphin County (Courts) and Law Office of Marylou Matas (Marylou Matas) for Dependency Parent Conflict Counsel.
- BBB. Agreement for Legal Services between Dauphin County (Courts) and JSDC Law Offices (Alexis Miloszewski) for GAL Custody.
- CCC. Resolution #2-2022 appointing the Dauphin County Department of Community & Economic Development to administer the American Rescue Plan State and Local Fiscal Recover Funds Eligibility Review, Award and Post-Award Process.

- DDD. Allocation of \$750,000 to the Dauphin County Department of Community & Economic Development.
- EEE. Satisfaction Piece for Cam-Tam Thi Huynh for property located at 2517 Derry Street, Harrisburg, PA - \$3,500.00.
- FFF. Satisfaction Piece for Randolph Baltimore on property located at 400 Reily Street, Harrisburg, PA - \$2,488.26.
- GGG. Satisfaction Piece for Tracie L. Bauer on property located at 2538 Penbrook Avenue, Harrisburg, PA - \$3,000.00.
- HHH. Satisfaction Piece for Abigail A. Diehl on property located at 56 Charles Street, Highspire, PA - \$3,000.00.
- III. Amendment #1 to Emergency Solutions Grant Amendment between Dauphin County and Christian Churches United of the Tri-County Area, Inc.
- JJJ. Proposal from CMI to provide air quality surveys for all County locations.
- KKK. Agreement for Legal Services between Dauphin County (Courts) and Law Offices of Aaron Holt LLC (Aaron Holt) for PCRA Counsel.
- LLL. Agreement for Legal Services between Dauphin County (Courts) and Law Office of Drew F. Deyo (Drew F. Deyo) for Adult Conflict Counsel.
- MMM. Budget Amendments for the quarter ending December 31, 2021.
- NNN. Amendment #2 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Valley Forge Medical Center, Inc.
- OOO. Resolution #3-2022 – Collection of taxes for Conewago Township.
- PPP. Dauphin County Infrastructure Bank-General Program Guidelines.
- QQQ. Unrestricted Gaming Grant Award – Dauphin County Infrastructure Bank-General - \$500,000 as per Resolution #14-2021.
- RRR. Approval of Invoice from Enders Insurance for the Tax Collectors Bonds for the period January 1, 2022 through January 1, 2026.
- SSS. Unrestricted Gaming Grant Award – Dauphin County Library System - \$400,000.
- TTT. Agreements for Legal Services between Dauphin County (Courts) and Archer Law (Jennifer Archer) for:
1. Attorney for Child in Private TPR
  2. GAL Private TPR
- UUU. Agreement between Dauphin Borough, Janis Creason (Treasurer) and Dauphin County for the collection of real estate taxes for Dauphin Borough.
- VVV. Agreement between Lykens Borough, Janis Creason (Treasurer) and Dauphin County for the collection of real estate taxes for Lykens Borough.
- WWW. Agreement between Frederick Pace (Tax Collector for Penbrook Borough), Borough of

Penbrook, Janis Creason (Treasurer) and Dauphin County for the collection of real estate taxes for Penbrook Borough.

XXX. Agreement between Alexander Reber (Tax Collector for Millersburg Borough), Millersburg Borough, Janis Creason (Treasurer) and Dauphin County for the collection of real estate taxes for Millersburg Borough.

YYY. Agreement between Julie Wilt (Tax Collector for Lower Swatara Township), Lower Swatara Township, Janis Creason (Treasurer) and Dauphin County for the collection of real estate taxes for Lower Swatara Township.

ZZZ. Savin Maintenance and Service Agreement between the Pennsylvania District Attorneys Institute and Dauphin County for the period January 1, 2022 through December 31, 2022.

AAAA. Appointment of George Connor to the Hershey/Harrisburg Regional Visitors' Bureau Board. Mr. Connor's term will expire December 31, 2024.

BBBB. Training Packet.

XIV. FORMER BUSINESS

XV. NEW BUSINESS

XVI. COMMISSIONERS' DISCUSSION & ACTIONS

XVII. CORRESPONDENCE

A. Receipt of a copy of a letter from the Governor's Office to the PUC regarding a Notice of Appearance of Eric W. White regarding the Application of Middletown & Hummelstown Railroad for approval of replacing the existing cantilever with an updated cantilever of warning devices at the public crossing (AAR# S91487R) where Rt. 322 crosses, at grade, of the tracks located in Derry Township.

XVIII. PUBLIC PARTICIPATION

XIX. ADJOURNMENT

**\*\*\*\*THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY, JANUARY 19, 2022 AT 10:00 A.M. – A COMMISSIONERS' WORKSHOP MEETING. \*\*\*\***

"THE BOARD RESERVES THE RIGHT, PURSUANT TO ACT 84 OF 1986 AS AMENDED, TO HOLD EXECUTIVE SESSIONS BETWEEN THE TIMES OF THE BOARD'S OPEN MEETINGS FOR ANY PURPOSE AUTHORIZED BY STATUTE."