

**DAUPHIN COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS' LEGISLATIVE MEETING
WEDNESDAY, FEBRUARY 9, 2022
10:00 A.M.**

**Final
Tuesday, February 8, 2022
9:49 a.m.**

I. CALL TO ORDER

II. MOMENT OF SILENCE

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

January 19, 2022 Workshop Meeting
January 26, 2022 Legislative Meeting
January 26, 2022 Salary Board Meeting

V. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

VI. DIRECTORS/GUESTS

VII. PUBLIC PARTICIPATION

VIII. SALARY BOARD – DARLA MATHIS

A. Children & Youth

1. Abolish five (5) Full-Time Caseworker 2 positions, Pay Level 6635, Salary \$19.10 p/h, effective February 21, 2022.

B. Court Administration

1. Create a Full-Time Administrative Assistant 1 position, Pay Level 00106, Step 01, Grade 01, Salary \$15.85 p/h, effective February 14, 2022.
2. Abolish a Full-Time Administrative Assistant 2 position, Pay Level 00108, Step 01, Grade 01, Salary \$17.45 p/h, effective February 14, 2022.
3. Create a Full-Time Department Clerk III position, Pay Level 01483, Salary \$14.14 p/h, effective February 14, 2022.
4. Abolish a Full-Time Accounts Clerk 3 position, Pay Level 01483, Salary \$14.14 p/h, effective February 14, 2022.

C. Fines and Costs

1. Create a Full-Time Accounts Clerk 3 position, Pay Level 01483, Salary \$14.14 p/h, effective February 9, 2022.
2. Abolish a Full-Time Administrative Assistant 1 position, Pay Level 01484, Salary \$15.53 p/h, effective February 9, 2022.

D. Information Technology

1. Create a Full-Time Manager of Administration and Finance position, Pay Level 00116, Step 01, Grade 01, Salary \$25.78 p/h, effective February 21, 2022.

2. Abolish a Full-Time Project Coordinator position, Pay Level 00108, Step 01, Grade 01, Salary \$17.45 p/h, effective February 21, 2022.
3. Create a Full-Time Manager of Cyber Security and Enterprise Architecture position, Pay Level 00116, Step 01, Grade 01, Salary \$25.78 p/h, effective February 21, 2022.
4. Abolish a Full-Time Manager of Information Systems position, Pay Level 00116, Step 01, Grade 01, Salary \$25.78 p/h, effective February 21, 2022.
5. Create a Full-Time Telecommunications and Network Architect position, Pay Level 00111, Step 01, Grade 01, Salary \$20.21 p/h, effective February 21, 2022.

IX. HUMAN RESOURCES – DARLA MATHIS

- A. Personnel Packet

X. BUDGET & FINANCE – 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. Presenter Agreement between Dauphin County (Parks & Recreation) and My Healthy Transitions Health Coaching – Battling Burnout & Building Resilience (March 10, 2022) - \$200.00.
- B. Presenter Agreement between Dauphin County (Parks & Recreation) and Pennsylvania Fish and Boat Commission – Winter Lecture Series: Recreation on the Susquehanna River (February 22, 2022).
- C. Agreement between Dauphin County (Parks & Recreation) and LMoore Entertainment LLC.
- D. Presenter Agreement between Dauphin County (Parks & Recreation) and Matthew DeLuca – Winter Lecture Series: Recreation on the Susquehanna River (February 22, 2022) - \$50 to be paid by the Friends of Wildwood.
- E. Presenter Agreement between Dauphin County (Parks & Recreation) and Brook Lenker – Winter Lecture Series: Recreation on the Susquehanna River (February 22, 2022) - \$50 to be paid by the Friends of Wildwood.
- F. Presenter Agreement between Dauphin County (Parks & Recreation) and Astronomical Society of Harrisburg – Astronomy Program (March 11, 2022) - \$2.50 per participant.
- G. Presenter Agreement between Dauphin County (Parks & Recreation) and Dauphin County Cooperative Extension – Master Gardener Home Gardening Series (April 10, May 15 & June 12, 2022) - \$5.00 per participant (\$2 per participant being paid by the Cooperative Extension).
- H. Presenter Agreement between Dauphin County (Parks & Recreation) and Dauphin County Cooperative Extension – Master Gardener Home Gardening Series (August 14,

September 11 & October 9, 2022) - \$5.00 per participant (\$2 per participant being paid by the Cooperative Extension.

- I. Partial Refund of 2021 Real Estate Taxes – Parcel #62-023-071 (150 Nationwide Drive) – BNG 1 Associates, LLC - \$9,627.54.
- J. Tax Forgiveness Request for the 2021 County Taxes – Anglican Church of the Pentecost – Parcels #09-069-044, #09-069-047 and #09-069-049 - \$4,909.06.
- K. Satisfaction Piece for Dale E. Reigle II for property located at 5416 Dwight Avenue, Harrisburg, PA - \$3,000.00.
- L. Subordination Agreement between Dauphin County (Economic Development) and Shelley Scott on property located at 2124 Saint Claire Court, Harrisburg, PA.
- M. Partial Refund of 2021 Real Estate Taxes – Parcel #01-056-005 (525 S. Front Street) – Harrisburg Hospitality Group - \$9,015.89.
- N. Amendment #1 to the Agreement by and between Dauphin County Economic Development Corp. and Mullin & Lonergan Associates for the preparation of the 2022-2026 Consolidated Plan, the 2022 Annual Action Plan and the 2022-2026 Update to the Analysis of Impediments to Fair Housing Choice.
- O. Partial Refund of 2020 Real Estate Taxes – Parcel #03-003-017 (2 N. 2nd Street) – ESL, Incorporated - \$61,070.68.
- P. Agreement between Dauphin County, Janis Creason (Treasurer), Patricia Smeltz and the Borough of Pillow for the collection of real estate taxes for Pillow Borough.
- Q. Agreement between Dauphin County, Janis Creason (Treasurer), and Gratz Borough for the collection of real estate taxes for Gratz Borough.
- R. Maintenance Agreement between Dauphin County (Probation Services) and Latshaw Inc. for maintenance and service on the heat pump, air handlers, gas duct heaters, condensing unit and gas furnace at Gibson Blvd.
- S. Commonwealth of Pennsylvania – Pennsylvania Emergency Management Agency 9-1-1 Statewide Interconnectivity Funding Grant Agreement between PEMA and Dauphin County.
- T. Agreement between Dauphin County (Human Resources) and East Coast Risk Management, LLC for the administration of FMLA.
- U. Service Solutions Contract between Dauphin County (Facility Maintenance) and Automated Logic for maintenance of the Automated Logic WebCTRL System at the Dauphin County Herbert A. Schaffner Youth Center.
- V. Service Solutions Contract between Dauphin County (Facility Maintenance) and Automated Logic for maintenance of the Automated Logic WebCTRL System at the Bulk Storage Building.
- W. Service Solutions Contract between Dauphin County (Facility Maintenance) and Automated Logic for maintenance of the Automated Logic WebCTRL System at the Dauphin County Human Services Building.

- X. Service Solutions Contract between Dauphin County (Facility Maintenance) and Automated Logic for maintenance of the Automated Logic WebCTRL System at the Courthouse.
- Y. Service Solutions Contract between Dauphin County (Facility Maintenance) and Automated Logic for maintenance of the Automated Logic WebCTRL System at the Administration Building.
- Z. Agreement for Legal Services between Dauphin County (Courts) and Law Offices of Natalie Burston (Natalie Burston) for Adult Conflict Counsel.
- AA. Approval of Allocation of \$50,050 from the Affordable Housing Trust Fund Board for the Dauphin County Action Plan for the HOME Investment Partnership Program ARP.
- BB. Platinum Service Agreement between Dauphin County (Facility Maintenance) and TK Elevator Corporation for elevators in the Administration Building.
- CC. Platinum Service Agreement between Dauphin County (Facility Maintenance) and TK Elevator Corporation for elevators at the Registration & Elections Office.
- DD. Platinum Service Agreement between Dauphin County (Facility Maintenance) and TK Elevator Corporation for elevators at 1100 S. Cameron Street.
- EE. Platinum Service Agreement between Dauphin County (Facility Maintenance) and TK Elevator Corporation for elevators at the Dauphin County Human Services Garage.
- FF. Platinum Service Agreement between Dauphin County (Facility Maintenance) and TK Elevator Corporation for elevators at the Dauphin County Courthouse.
- GG. Platinum Service Agreement between Dauphin County (Facility Maintenance) and TK Elevator Corporation for elevators at the Olewine Nature Center.
- HH. Platinum Service Agreement between Dauphin County (Facility Maintenance) and TK Elevator Corporation for elevators at the Dauphin County EMA Building (Gibson Blvd.)
- II. Temporary Labor Services Agreement between Dauphin County (Prison) and Signature Staffing.
- JJ. Maintenance Agreement between Dauphin County (Probation Services) and DSC Solutions, Inc. for janitorial services.
- KK. Maintenance Agreement between Dauphin County (MDJ Offices) and DSC Solutions, Inc. for janitorial services.
- LL. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
 - 1. COBYS Family Services, Inc.
 - 2. Bethany Children's Home, Inc.
 - 3. CHOR Youth & Family Services, Inc. d/b/a Affinity Forensic Services
 - 4. The Children's Home of Reading, Inc.
- MM. Comcast Business Service Orders 29306907, 30132310.
- NN. Stipulation of Settlement – SSN Hershey, LLC v. Dauphin County Board of Assessment Appeals – Parcel #24-031-060 (84 Sipe Ave. aka "Inn at Chocolate Avenue") – Docket No. 2020-CV-9560-TX.

- OO. Disparity Study Memorandum of Understanding between Impact Harrisburg, City of Harrisburg, and Dauphin County, pending Solicitor's review.
 - PP. Engagement Letter from Korn Ferry for the pre-bond valuation for the Retirement Board.
 - QQ. Agreement for Legal Services between Dauphin County (Courts) and Law Offices of Amy Backenstose (Amy Backenstose) for Counsel for Alleged Incapacitated Person (Guardianships).
 - RR. Change Order #1 – Duke Street Approach Paving – York Excavating Company, LLC – adding \$1,204.00 for line striping.
 - SS. Satisfaction Piece for Kisha M. Brown for property located at 2309 N. 2nd Street, Harrisburg, PA - \$3,000.00.
 - TT. Satisfaction Piece for Myia T. Smith for property located at 8160 Chambers Hill Road, Harrisburg, PA - \$3,000.00.
 - UU. Agreements for Legal Services between Dauphin County (Courts) and Ream, Carr, Markey, Woloshin & Hunter LLP (Sonia Wise) for:
 - 1. PCRA Counsel
 - 2. Juvenile Conflict Counsel
 - VV. Addendum #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Halifax Communities that Care, Inc.
 - WW. Exhibit A to Brink's Contract that was previously approved on December 18, 2019. (Error on previously approved Exhibit A).
 - XX. Appointment of Stephen Libhart to the Harrisburg Area Transportation Study Technical and Coordinating Committees.
 - YY. Appointment of Mary Gaiski to the Tri-County Regional Planning Commission. Ms. Gaiski's term will expire December 31, 2023.
 - ZZ. Training Packet.
- XIV. FORMER BUSINESS
- XV. NEW BUSINESS
- XVI. COMMISSIONERS' DISCUSSION & ACTIONS
- A. Notification from Pennoni Associates, Inc. advising that the Milton Hershey School is applying to DEP for a NPDES Permit for the construction of an addition to the northeast end of the existing Central Operations facility.
 - B. Notification from Penn E&R advising that UGI Utilities, Inc. is applying to DEP for a NPDES Permit for stormwater discharges associated with construction activities of a medium pressure natural gas distribution system throughout Steelton Borough and Swatara Township.
 - C. Receipt of a letter from St. John Properties advising that the month-to-month parking arrangement at the Harrisburg East Mall has been terminated effective December 31,

2021.

- D. Notification from Cleveland-Cliffs Inc. advising that they are applying to DEP for approval to construct and operate a new Universal Rail Mill at Cleveland-Cliffs Steelton Facility. This project will also result in shutdown of existing 35" Mill Reheat Furnaces.
- E. Receipt of a copy of a letter from DEP to Kimmel's Mining, Inc. advising that the Existing Underground Mining Permit No. 54071301 is corrected per General Permit for Stormwater No. PAM112088C, Williamstown No. 1 Operation in Porter Township in Schuylkill County and Williams and Wiconisco Townships
- F. Notification from Steckbeck Engineering & Surveying, Inc. advising that Gerald and Cheryl Mishler are applying to DEP for a Water Quality Management General Permit for the replacement of an existing small flow treatment facility.
- G. Notification from Grant A. Marshall advising that he is submitting an application to DEP for the installation of a small flow treatment facility for a proposed single-family residence located at 7317 Devonshire Heights Road in West Hanover Township.
- H. Notification from LCSWMA advising that they are applying to DEP for the renewal of their solid waste permit #100758 to operate the Susquehanna Resource Management Complex located at 1670 S. 19th Street, Harrisburg.

XVII. PUBLIC PARTICIPATION

XVIII. ADJOURNMENT

******THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY, FEBRUARY 16, 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."