

**DAUPHIN COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS' LEGISLATIVE MEETING  
WEDNESDAY, MARCH 23, 2022  
10:00 A.M.**

**Final  
Tuesday, March 22, 2022  
9:37 a.m.**

I. CALL TO ORDER

II. MOMENT OF SILENCE

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

March 2, 2022 Workshop Meeting  
March 2, 2022 Public Hearing  
March 9, 2022 Legislative Meeting  
March 2, 2022 Salary Board Meeting  
March 9, 2022 Salary Board Meeting

V. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

VI. PUBLIC HEARING

A. Ordinance #2-2022 - County of Dauphin Guarantee of 2022 Highlands Bonds. **(A Vote is Requested)**

VII. ELECTION BOARD

A. Polling Place Changes

Current

Proposed

**Conewago Township's 1<sup>st</sup> Precinct (pending approval from the United States Department of Justice)**

Conewago Township Municipal Bldg.  
3279 Old Hershey Rd.  
Elizabethtown, PA 17022

Historic Acres of Hershey  
3425 Old Hershey Rd.  
Elizabethtown, PA 17022

**Conewago Township's 2<sup>nd</sup> Precinct (pending approval from the United States Department of Justice)**

University Music Service  
3065 Elizabethtown Rd.  
Hershey, PA 17033

Historic Acres of Hershey  
3425 Old Hershey Rd.  
Elizabethtown, PA 17022

**Steelton Borough's 3<sup>rd</sup> Ward**

Steelton Volunteer Fire House  
185 N. Front St.  
Steelton, PA 17113

I.W. Abel Hall  
200 Gibson St.  
Steelton, PA 17113

**Susquehanna Township's 6<sup>th</sup> Ward (pending approval from the United States Department of Justice)**

Progress Fire Company  
Community Building  
3400 Maple St.  
Harrisburg, PA 17109

Our Saviour Lutheran Church  
(Entrance on Trinity Road)  
420 N. Progress Ave.  
Harrisburg, PA 17109

VIII. DIRECTORS/GUESTS

- A. Steve Deck, Tri-County Regional Planning Commission  
Brian Emberg, Herbert, Rowland & Grubic, Inc.
  - 1. Infrastructure Investment and Jobs Act (IIJA) aka Bipartisan Infrastructure Law (BIL) Task Force

IX. PUBLIC PARTICIPATION

X. SALARY BOARD – DARLA MATHIS

- A. Court Administration (Items #1 & 2 of the Salary Board Packet)
  - 1. Create a Full-Time Administrative Assistant 1 position, Pay Level 01484, Step 01, Grade 01, Salary \$15.53 p/h, effective March 28, 2022.
  - 2. Abolish a Full-Time Paralegal position, Pay Level 01485, Step 01, Grade 01, Salary \$17.05 p/h, effective March 28, 2022.
- B. Drug & Alcohol (Items #3 & 4 of the Salary Board Packet)
  - 1. Create a Full-Time Mobile Case Management Specialist position, Pay Level 09935, Step 01, Grade 01, Salary \$19.11 p/h, effective April 4, 2022.
  - 2. Abolish a Full-Time Case Management Specialist position, Pay Level 09935, Step 01, Grade 01, Salary \$19.11 p/h, effective April 4, 2022.
- C. Solid Waste (Item #5 of the Salary Board Packet)
  - 1. Create a Full-Time Temporary Environmental Enforcement Officer position, Pay Level 00107, Step 01, Grade 01, Salary \$16.62 p/h, effective March 23, 2022.
- D. Tax Assessment (Items #6, 7, 8 and 9 of the Salary Board Packet)
  - 1. Create a Full-Time Assessor CAMA Coordinator position, Pay Level 00112, Step 01, Grade 01, Salary \$21.20 p/h, effective April 4, 2022.
  - 2. Abolish a Full-Time Residential Field Assessor/Appraiser position, Pay Level 01015, Step 01, Grade 01, Salary \$15.91 p/h, effective April 4, 2022.
  - 3. Create a Full-Time Systems Analyst position, Pay Level 00112, Step 01, Grade 01, Salary \$21.20 p/h, effective April 4, 2022.
  - 4. Abolish a Full-Time Data Analyst/Appraisal Service Coordinator position, Pay Level 00118, Step 01, Grade 01, Salary \$28.39 p/h, effective April 4, 2022.

XI. HUMAN RESOURCES – DARLA MATHIS

- A. Personnel Packet

XII. BUDGET & FINANCE – CHRIS DAVIS

- A. Investment Report
  - B. Purchase Order Packet
- XIII. CHIEF CLERK'S REPORT – J. SCOTT BURFORD
- XIV. SOLICITOR'S REPORT – FRED LIGHTY, ESQ.
- XV. MATTERS REQUIRING BOARD ACTION
- A. Agreement for Legal Services between Dauphin County (Courts) and Williams Law Group (LaTasha C. Williams) for:
    - 1. Juvenile Conflict Counsel
    - 2. PCRA Counsel
  - B. Presenter Agreement between Dauphin County (Parks & Recreation) and The Nature of the Walk, LLC - Suzann Schiemer - Wellness Naturally (June 8, September 17, October 15, and October 16, 2022) - \$150 per program.
  - C. Performance Agreement between Dauphin County (Parks & Recreation) and Cornell Corley (DJ Godfather) - Jazz & Wine Festival (September 10-11, 2022) - \$600.
  - D. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Dred Scott - Jazz & Wine Festival (September 10-11, 2022) - \$600.00.
  - E. Presenter Agreement between Dauphin County (Parks & Recreation) and Erica Jo Shaffer - Using Plants for Overall Wellness (May 1, 2022) - \$150.00.
  - F. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Carmen Corkle for:
    - 1. Proudly PA! (June 11, 2022) - \$200.00
    - 2. BrewFest (July 16, 2022) - \$200.00
    - 3. Jazz & Wine Festival (September 10-11, 2022) - \$400.00.
  - G. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Tracey Mesinger-Troutman for:
    - 1. Sunset Music & Movie Series (July 8, 2022) - \$150.00
    - 2. Sunset Music & Movie Series (July 22, 2022) - \$150.00
    - 3. Sunset Music & Movie Series (August 5, 2022) - \$150.00.
  - H. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Brian Ariano for:
    - 1. Proudly PA! (May 27 & June 11, 2022) - \$600.00
    - 2. Jazz & Wine Festival (August 19 & September 10-11, 2022) - \$900.00.
  - I. Presenter Agreement between Dauphin County (Parks & Recreation) and Erika Lynn Malorzo - Yoga on the River (May 19, May 26, and June 2, 2022) - \$50.00 per program.
  - J. Presenter Agreement between Dauphin County (Parks & Recreation) and Chelsea Caroline - Sound Meditation (May 3 and May 23, 2022) - \$50.00 per program.

- K. Resolution #8-2022 - Submission of a grant to the PA Department of Conservation and Natural Resources to partially fund the proposed Fort Hunter Park Accessible Inclusive Playground.
- L. Satisfaction Piece for Todd A. Wenger on property located at 413 Muench Street, Harrisburg, PA - \$2,536.00.
- M. Satisfaction Piece for Clarence W. Watson on property located at 3831 Hillcrest Road, Harrisburg, PA - \$3,000.00.
- N. Repository Bids received from Jose Benjamin Rodriguez for:
  - 1. Parcel #09-051-027 (19 S. 15th St., Harrisburg, PA) - \$1,000.00
  - 2. Parcel #09-051-028 (21 S. 15th St., Harrisburg, PA) - \$1,000.00
- O. Repository Bid received from Marlon Anderson & Karen Anderson on property located at Ridge Street, Harrisburg, PA (Parcel #59-001-039) - \$1,000.00.
- P. Repository Bid received from Egicia E. Peralta Gil on property located at 2042 Susquehanna Street, Harrisburg, PA (Parcel #11-002-025) - \$1,000.00.
- Q. Repository Bid received from Yaneris Santos Garcia on property located at 416 S. 17th Street, Harrisburg, PA (Parcel #02-032-020) - \$1,000.00.
- R. Repository Bid received from Kenia Ramirez on property located at 416 S. 14th St., Harrisburg, PA (Parcel #02-029-008) - \$1,000.00.
- S. Budget Amendments - Adjusted Indirect Costs to Actuals - period ending December 31, 2021.
- T. Approval of the general form and language of the Dauphin County Local Share Municipal Grant Agreement for Grantees.
- U. Approval of the co-grantee form and language of the Dauphin County Local Share Municipal Grant Agreement for Grantees and Co-Grantees.
- V. Approval of grant agreements to memorialize the Gaming Grant awards approved by the Commissioners on February 23, 2022 in a grant agreement in a form substantially similar to the grant agreements presented herewith, which agreements are approved by the Commissioners, and the Commissioners, as well as the employees, representatives and agents of the County, are authorized and directed to execute, deliver and take any and all actions necessary and appropriate in connection with the same and in order to effectuate the purposes and carry out the intent of this motion, with the execution and delivery of any such additional documents or the taking of any such action by the same conclusively evidencing the due authorization and approval therefor by the County.
- W. Affirmative Action Plan for the reporting period July 1, 2021 - June 30, 2022.
- X. Authorizing the acceptance of the Lease/Purchase with Ford Motors (through Hoffman Ford) for two (2) Ford Escapes (Model S AWD, 1 blue and 1 white), and granting authorization to Donna Miller to execute, on behalf of the Board, any necessary documents consistent with this transaction.
- Y. Authorizing the acceptance of the Lease/Purchase with Ford Motors (through L.B. Smith Ford) for two (2) Ford Explorers (1 forged green and 1 black), and granting authorization

to Donna Miller to execute, on behalf of the Board, any necessary documents consistent with this transaction.

- Z. Performance Agreement between Dauphin County (Parks & Recreation) and John M. Stevens (Mama Corn Bluegrass) - BrewFest (July 16, 2022) - \$1,200.00.
- AA. Presenter Agreement between Dauphin County (Parks & Recreation) and N. Mendes & Company - Art Heals (May 12, June 1, June 4, July 23, and July 26, 2022) - \$50 per session (6/12, 6/1 & 7/23); \$75 per session (6/4), and \$85 per session (7/26).
- BB. Performance Agreement between Dauphin County (Parks & Recreation) and Jeffrey Selby (The Quixote Project) - Proudly PA! (June 11, 2022) - \$1,350.00.
- CC. Agreement between Dauphin County (Parks & Recreation) and Urban Guerilla Orchestra - Proudly PA! (June 11, 2022) - \$10,000.00.
- DD. Request to Waive 2021 Penalties for County/Library Tax on property located at 148 Sage Blvd. (Parcel #42-042-017) - Danielle and David Cunningham - \$60.48.
- EE. Request to Waive 2021 Penalties for County/Library Tax on property located at 6062 Regent Drive (Parcel #35-118-045) - Daniel & Trinh Mai - \$122.17.
- FF. Contract between Dauphin County and Zelenkofske Axelrod LLC to audit the Dauphin County Magisterial District Courts.
- GG. Performance Agreement and Addendum to Agreement between Dauphin County (Parks & Recreation) and A-Train Enterprises LLC f/s/o Art Sherrod, Jr. - Jazz & Wine Festival (September 10, 2022) - \$3,500.00.
- HH. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
  - 1. Valley Youth House Committee, Inc.
  - 2. BCL Partners, LLC d/b/a Leading Youth for Excellence (LYFE)
- II. Addendum #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Bethanna, Inc.
- JJ. Amendment #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and The Children's Home of Easton, Inc.
- KK. Adoption Assistance Agreements #2022-13 and #2022-16.
- LL. Custodianship Subsidy Agreement #2022-06.
- MM. Amendments to Purchase of Service Agreements between Dauphin County (MH/A/DP) and:
  - 1. Building Blocks Therapy, LLC - Amendment #2
  - 2. Better Outcomes Living Diversely, Inc. - Amendment #1
  - 3. Feeding Little Bellies, LLC - Amendment #1.
- NN. Purchase of Service Agreement between Dauphin County and Sandra K. Pintarch.
- OO. Purchase of Service Agreement between Dauphin County and Mindburn Solutions, LLC.

- PP. Amendments to Emergency Solutions Grant - CV 2 Agreements between Dauphin County and:
1. Capital Area Coalition on Homelessness, Inc. - Amendment #1
  2. Valley Youth House Committee, Inc. - Amendment #1
  3. Christian Churches United of the Tri-County Area, Inc. - Amendment #1
- QQ. Resolution #9-2022 requesting appropriate funding to support the crumbling Mental Health System in the Fiscal Year 2022-2023 State Budget.
- RR. Performance Agreement and Addendum to Agreement between Dauphin County (Parks & Recreation) and Mighty Music Corporation by Steven Butler f/s/o Jackiem Joyner, Brian Simpson and Gerald Veasley – Jazz & Wine Festival (September 11, 2022) - \$8,800.00.
- SS. Training Packet.
- XVI. FORMER BUSINESS
- XVII. NEW BUSINESS
- XVIII. COMMISSIONERS' DISCUSSION & ACTIONS
- XIX. CORRESPONDENCE
- A. Receipt of a copy of a letter from DEP to New Enterprise Stone & Lime Co., Inc. advising that the existing Surface Mining Permit No. 22010302C2 is corrected per application dated December 29, 2020. The purpose of the correction is to renew the NPDES Permit No. PA 0124061.
  - B. Notification from Mellott Engineering, Inc. advising that Eastern Development & Planning, Inc. is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of Huntleigh Phases 2-5 (residential community) located in Lower Paxton Township.
  - C. Notification from Rettew advising that South Hanover Township is applying to DEP for a Chapter 105, Waiver No. 16 Permit for the Hershey Trust Stream Restoration Project.
  - D. Notification from Rettew advising that South Hanover Township is applying to DEP for a Chapter 105, Waiver No. 16 Permit for the Stream Restoration for an unnamed tributary to Manada Creek.
  - E. Receipt of a letter from the PA Public Utility Commission advising that a prehearing conference will be held on March 31, 2022 at 10:00 a.m. regarding the application of Norfolk Southern Railway Company for approval of the abolition of crossing where Grayson Road (DOT 592 178 G) crosses at grade the tracks of Norfolk Southern Railway Company located in Swatara Township.
  - F. Notification from R. J. Fisher & Associates, Inc. advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of the 3081 Elizabethtown Road Subdivision and Land Development in Conewago Township.
  - G. Notification from Pennsy Supply advising that an Air Quality General Permit Application will be filed with DEP to operate one nonroad engine which powers a portable electric generator at Fiddler's Elbow North Quarry in Lower Swatara Township.

- H. Notification from The Lexis Group, LLC advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of Residential Development, Lot 3 – Kellock Run Road in South Hanover Township.
- I. Notification from Snyder, Secary & Associates advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of the Eisenhower Business Center in Swatara Township.

XX. PUBLIC PARTICIPATION

XXI. ADJOURNMENT

**\*\*\*\*THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY, MARCH 30, 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.”