

**DAUPHIN COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS' LEGISLATIVE MEETING  
WEDNESDAY, MAY 18, 2022  
10:00 A.M.**

**FINAL  
Tuesday, May 17, 2022  
9:45 a.m.**

I. CALL TO ORDER

II. MOMENT OF SILENCE

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

April 27, 2022 Workshop Meeting  
May 4, 2022 Legislative Meeting  
May 4, 2022 Salary Board Meeting  
April 27, 2022 Election Board Meeting

V. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

VI. DIRECTORS/GUESTS

VII. PUBLIC PARTICIPATION

VIII. SALARY BOARD – DARLA MATHIS

A. Human Resources

1. Create a Part-Time Human Resources Assistant (temporary) position, Pay Level 09050, Step 17, Grade 03, Salary \$12.00 p/h, effective May 18, 2022.

B. Information Technology

1. Create two (2) Full-Time Cyber Security Analyst positions, Pay Level 00112, Step 01, Grade 01, Salary \$21.20 p/h, effective May 30, 2022.
2. Abolish a Full-Time Security Administrator position, Pay Level 00114, Step 01, Grade 01, Salary \$23.39 p/h, effective May 30, 2022.
3. Abolish a Full-Time IT Security Specialist position, Pay Level 00111, Step 01, Grade 01, Salary \$20.21 p/h, effective May 30, 2022.

C. Prison

1. Create two (2) Full-Time Correctional Officer positions, Pay Level 00037, Step 02, Grade 02, Salary \$22.13 p/h, effective May 18, 2022.
2. Abolish two (2) Full-Time Sergeant positions, Pay Level 00034, Step 01, Grade 01, Salary \$32.00 p/h, effective May 18, 2022.

D. Probation Services

1. Create a Full-Time Probation Officer I position, Pay Level 8002, Step 01, Grade 01, Salary \$18.14 p/h, effective June 13, 2022.

2. Abolish a Full-Time Probation Officer II position, Pay Level 8003, Step 01, Grade 01, Salary \$18.88 p/h, effective June 13, 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 – FRED LIGHTY, ESQ.

XIII. MATTERS REQUIRING BOARD ACTION

- A. Stipulation of Settlement - Norfolk Southern Corporation Its Affiliates and Subsidiaries v. Dauphin County Board of Assessment Appeals - Parcels #14-041-030 and #14-041-099 (4250 Industrial Road and 2998A Industrial Road) - Docket No. 2018-CV-06902-TX.
- B. Commercial Lease and Food Service Agreement between Dauphin County and S. A. Soul/A & S Simply Catering and Event Planning for the Courthouse Café.
- C. Partial Refund of 2020-2022 Real Estate Taxes - Parcel #62-021-140 (2550 Interstate Dr.) - Linlo Properties X, LP - \$47,654.68.
- D. Easement Agreement between Dauphin County and Suez Water Pennsylvania Inc. for Suez Project #C22D7XX - Tax Parcel #63-024-081.
- E. Easement Agreement between Dauphin County and Suez Water Pennsylvania Inc. for Suez Project #C22D7XX - Tax Parcel #63-024-070.
- F. Presenter Agreement between Dauphin County (Parks & Recreation) and Julie Queen - Leave No Trace Program (August 16, 2022) - \$200.00.
- G. Presenter Agreement between Dauphin County (Parks & Recreation) and Chelsea Caroline - Sound Meditation (September 15, 2022) - \$50.00.
- H. Purchase of Consultancy Services Agreement between Dauphin County (District Attorney) and Paul L. Cary.
- I. Agreement between Dauphin County (Public Safety) and Hexagon (Intergraph Corporation) for Mobile Public Safety Software License.
- J. Microwave System Maintenance Contract between Dauphin County (Public Safety/South Central Task Force) and Capital Area Communications for maintenance of the South Central Task Force Microwave Network.
- K. Partial Refund of 2021 & 2022 Real Estate Taxes - Parcel #36-023-039 (Route 230 UT3D) - Restin One LLC - \$17,273.86.

- L. State and Local Government Master Operating Lease Agreement #103108-75 (Counterpart 1 of 2) between Dauphin County (IT) and Hewlett-Packard Financial Services Company. (Lease paperwork expired because equipment was on backorder.)
- M. State and Local Government Single Schedule Lease Purchase Agreement #103120-57 between Dauphin County (IT) and Hewlett-Packard Financial Services Company. (Putting monitors on separate lease due to delivery issues.)
- N. State and Local Government Master Operating Lease Agreement #103108-76 (Counterpart 1 of 2) between Dauphin County (IT) and Hewlett-Packard Financial Services Company. (Lease paperwork expired because equipment was on backorder.)
- O. State and Local Government Single Schedule Lease Purchase Agreement #103120-58 between Dauphin County (IT) and Hewlett-Packard Financial Services Company. (Server equipment refresh for 911 Center.)
- P. 2022 Tourism Application for Keystone Human Services - \$12,000.00 (furnishings & equipment for new training room).
- Q. 2022 Tourism Application for the Juneteenth Celebration on June 18, 2022, a partnership between Dauphin County, City of Harrisburg, and UPMC - \$10,000.00.
- R. Maintenance Agreement between Dauphin County (Probation Services) and Berkshire Systems Group, Inc. (BSGI) for the fire alarm and sprinkler test and inspection.
- S. Amendment No. 3 to Steam and Chilled Water Service Agreement between Dauphin County and Energy Center Harrisburg LLC.
- T. Amendment No. 1 to PA Commission on Crime and Delinquency Subgrant #2020-CO-01-36411 - Dauphin County COSSAP - Diversion Programming - modification to staffing positions.
- U. Proposal from Summerill Law Firm, PLLC to prepare/submit an application to the U.S. Marshals Service and negotiate new per diem under Intergovernmental Service Agreement #67-06-0013.
- V. Senior Center Agreements between Dauphin County (AAA) and:
  - 1. The Friendship Senior Center, Inc.
  - 2. Autumn Leaves, Inc.
- W. Addendum #3 to Purchase of Service Agreement between Dauphin County (Children & Youth) and JusticeWorks Youth Care, Inc.
- X. Amendments to Adoption Assistance Agreements: 2022-15 Amendment #1, 2018-32 Amendment #2, 2022-24 Amendment #1, 2022-23 Amendment #1, 2022-22 Amendment #1, 2022-21 Amendment #1 and 2022-20 Amendment #1.
- Y. Lease Termination Agreement between Dauphin County (Children & Youth) and Alternative Rehabilitation Communities, Inc.
- Z. Adoption Assistance Agreements 2022-26, 2022-27, 2022-28 and 2022-29.
- AA. Custodianship Subsidy Agreement 2022-07.

- BB. Addendums to Homeless Assistance Program (HAP) Agreements between Dauphin County and:
  - 1. Brethren Housing Association, Inc. - Addendum #1
  - 2. Gaudenzia, Inc. - Addendum #1
  - 3. Catholic Charities of the Diocese of Harrisburg, Pennsylvania, Inc. - Addendum #1
  - 4. Scholars, Inc. - Addendum #1
  - 5. Shalom House, Inc. - Addendum #1
  - 6. YWCA of Greater Harrisburg, Inc. - Addendum #1
- CC. Human Services Development Fund Agreement between Dauphin County and Neighborhood Dispute Settlement, Inc.
- DD. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/A/DP) and Pediatric Physical Therapy, Inc.
- EE. Agreement between Dauphin County, Berrysburg Borough and Janis Creason, Treasurer for the collection of taxes for Berrysburg Borough and Dauphin County.
- FF. Proposal from Buchart Horn to provide architectural design and engineering services to develop design documents for renovations to Fort Hunter Service Station.
- GG. Broker Engagement & Representation Agreement between Dauphin County and Landmark Commercial Realty.
- HH. Proposal from Landmark Commercial Realty for a space needs assessment and design.
- II. Appointment of Evelyn L. Chianelli to the Council on Aging Board. Ms. Chianelli's term will expire December 31, 2024.
- JJ. Appointment of Randie Yeager, Marisa McClellan, Andrea Kepler, Robert Burns, and Kristen Varner to the Human Services Block Grant Planning & Advisory Committee. Terms will expire December 31, 2023.
- KK. Training Packet.
- XIV. FORMER BUSINESS
- XV. NEW BUSINESS
- XVI. COMMISSIONERS' DISCUSSION & ACTIONS
- XVII. CORRESPONDENCE
  - A. Notification from Steckbeck Engineering & Surveying, Inc. advising that the Dauphin County Commissioners are applying to DEP for a NPDES Permit for stormwater discharges associated with the new park entrance including picnic pavilion, kiosk, restrooms, access drive, paved parking areas, reinforced turf parking areas, walking paths, on-lot septic and well, and associated stormwater management facilities at the east side of Peters Mountain Road (Detweiler Park).
  - B. Notification from Penn E&R advising that UGI Utilities, Inc. is applying to DEP for a Chapter 105 permit associated with the installation of a pipeline that crosses Beaver Creek and an unnamed tributary to Beaver Creek UGI's Sarhelm Road Project in West Hanover & Lower Paxton Townships.

- C. Receipt of a letter from Pennsylvania American Water advising of proposed water rate changes, effective as of June 28, 2022.
- D. Receipt of a copy of a letter from DEP to New Enterprise Stone & line Co., Inc. advising that the Surface Mining Permit No. 7174SM1C12 is corrected to update the Module 16: large Noncoal Blast Plan for the Steelton Quarry located in Steelton Borough, Swatara & Lower Swatara Townships.
- E. Notification from Minnich Family Funeral Homes, Inc. is applying to DEP for a permit to construct a human crematory located at 1238 West Market Street, Williamstown, PA.
- F. Notification from Penn E&R advising that PPL Electric Utilities Corporation is applying to DEP for a NPDES Permit for stormwater discharges associated with the rebuild of approximately 1.8 miles of existing West Shore-Harrisburg overhead transmission line from the east bank of the Susquehanna River in Steelton Borough to the Harrisburg Substation located in the City of Harrisburg.
- G. Notification from Roux Associates, Inc. advising that the United Parcel Service (UPS) is applying to DEP for a NPDES Permit for stormwater discharges association with courier services with package sorting and land transportation in Lower Swatara Township.
- H. Notification from Lancaster County Solid Waste Management Authority (LCSWMA) advising that they are applying to DEP for the renewal of a Title V Operating Permit (Permit #22-05007) for 3 existing mass burn, waterwall combustion units located at 1670 S. 19<sup>th</sup> Street, Harrisburg.
- I. Notification from The EADS Group, Inc. advising that the Elizabethville Borough Area Authority is applying to DEP for renewal of their NPDES Permit No. PA 0037737 for the discharge of treated wastewater from the Elizabethville Borough Area Authority Wastewater Treatment plant located in Elizabethville Borough.
- J. Receipt of a letter from TRC advising of the annual notification of the presence of regulated substances within 20 miles upstream – Enola Yard, 218 Enola Road, Enola, PA.
- K. Receipt of a letter from TRC advising of the annual notification of the presence of regulated substances within 20 miles upstream – Lucknow Yard, 3322 Industrial Road, Harrisburg, PA.

XVIII. PUBLIC PARTICIPATION

XIX. ADJOURNMENT

**\*\*\*\*THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY, MAY 25, 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.”