



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

SEPTEMBER 21, 2022

10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

J. Scott Burford, Chief Clerk; Mary K. Bateman, Controller; Janis Creason, Treasurer; Rebecca McCullough, Esq., Solicitor's Office; Fred Lighty, Esq., Solicitor's Office; Stephen Libhart, Deputy Chief Clerk; Brett Hambright, Press Secretary; Chris Davis, Director of Budget & Finance; Gerald Feaser, Jr., Director of Voter Registration/Elections; Katie Hornberger, Human Resources; Chris Spackman, Voter Registration/Elections; Security Guard; Bob Evans, Information Technology; Julie Mackey, Commissioners' Office; Jessica Spandler, Commissioners' Office; Ruby Doub, Commissioners' Office; and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Scott Shearer, Erica Wible, Rev. Earl Harris, Loretta Barbee-Dare, and various media

MINUTES

CALL TO ORDER

Mr. Pries, Chairman of the Board, called the meeting to order at 10:03 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 August 31, 2022 Workshop Meeting Minutes, the September 7, 2022 Legislative Meeting Minutes and the September 7, 2022 Public Hearing Minutes; motion carried.

It was moved by Ms. Bateman and seconded by Mr. Hartwick that the Salary Board approve the September 7, 2022 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no Executive Sessions held between meetings.

PUBLIC HEARING

A complete set of Public Hearing Minutes are on file in the Commissioners' Office.

ELECTION BOARD MEETING

A complete set of Election Board Meeting Minutes are on file in the Commissioners' Office.

DEPARTMENT DIRECTORS/GUESTS

There was none.

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 reported that there was a change to the listing and a new listing was distributed.

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 DIRECTOR – CHRISTOPHER DAVIS

Investment Report

Mr. Davis provided the following Investment Report:

Report from the Office of Budget & Finance

September 21, 2022

Account Transfers:

| <u>Date:</u> | <u>From:</u> | <u>To:</u> | <u>Amount:</u> |
|-------------------------------------------------|---------------|------------|-----------------|
| 9/8/22 | Concentration | Payables | \$ 3,689,125.17 |
| | Concentration | Payroll | \$ 2,124,603.90 |
| 9/15/22 | Concentration | Payables | \$ 4,563,354.56 |
| Wire Payments Since Last Report: | | | \$ 2,310,393.48 |
| Debt Service Payments Since Last Report: | | | \$ - |

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 | 2.29% | \$ 22,177,173.47 |
| **4743 | First National Bank | 1.74% | \$ 107,161.38 |
| **1209 | S&T Bank | 0.12% | \$ 179,418.30 |
| **7714 | Santander Bank | 0.10% | \$ 124,237.36 |

| | | | | |
|--------|----------------|-------|----|----------------|
| **9102 | Customers Bank | 0.25% | \$ | 49,643.00 |
| **6051 | Customers Bank | 0.10% | \$ | 6,908.91 |
| **3023 | PLGIT Prime | 2.49% | \$ | 101,524,642.27 |
| **9210 | Mid Penn Bank | 0.43% | \$ | 4,286,574.88 |
| **7194 | Citizens Bank | 0.12% | \$ | 31,788.44 |
| **9449 | Univest Bank | 2.53% | \$ | 24,009,863.01 |

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

Purchase Order Packet

Mr. Davis reported that there are no changes to the Purchase Order Packet. All necessary budget adjustments were made.

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 – Wildwood Park Boardwalk Improvements

Mr. Davis stated that this was a rebid. No bids were received the first time it was bid. The second time, we had seven bids.

It was moved by Mr. Saylor and seconded by Mr. Hartwick that the Board approve the Bid Award for the Wildwood Park Boardwalk Improvements Project to the low bidder, Flyway Excavating, Inc. in the amount of \$274,440.00, 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.

Mr. Saylor thanked Mr. Davis for keeping this project moving forward. The Boardwalk was damaged by the hurricane. Some people even donated money towards the repairs so we will notify the public of updates.

CHIEF CLERK’S REPORT – J. SCOTT BURFORD

Mr. Burford had nothing to report, and no questions were asked.

SOLICITOR'S REPORT – REBECCA MCCULLOUGH, ESQ.

Ms. McCullough reported that everything has been approved by the Solicitor's Office as to form and legality. No questions were asked.

MATTERS REQUIRING BOARD ACTION

- A. Approval to fund the Sycamore Homes Project in the amount of \$150,000, contingent on the remaining funding being secured, with funding being disbursed over a 24-month period as project milestones occur.
- B. Approval to fund the North 6th Street Lofts Project in the amount of \$150,000, contingent on the remaining funding being secured, with funding being disbursed over a 24-month period as project milestones occur.
- C. Approval to fund the Savoy Project in the amount of \$150,000, contingent on the remaining funding being secured, with funding being disbursed over a 24-month period as project milestones occur.
- D. Comcast Enterprise Services Sales Order between Dauphin County (IT) and Comcast for additional items at 917 Gibson Boulevard offices.
- E. Dauphin County Local Share Municipal Grant Agreement between Dauphin County (Economic Development) and Bethel Village Associates, LLC and the City of Harrisburg - \$75,000.00.
- F. Presenter Agreement between Dauphin County (Parks & Recreation) and Chinese Cultural & Arts Institute - Origami Workshop (November 8, 2022) - \$250.00.
- G. Side Letter of Agreement between Dauphin County (MH/A/DP) and Pennsylvania Social Services Union, SEIU Local 668.
- H. Service Agreement between Dauphin County (Prison) and Cornerstone Detention Products for preventative maintenance, upgrades, repairs and emergency service for the security hardware and software.
- I. Partial Refund of 2022 Real Estate Taxes - Parcel #43-016-085 (1024 Kathryn Ave.) - Georgianna & Michael Neufer - \$164.51.
- J. Agreement for Legal Services between Dauphin County (Courts) and Ream, Carr, Markey, Woloshin & Hunter, LLP (Brandy Grace Hoke) - PCRA Counsel.
- K. Agreement for Legal Services between Dauphin County (Courts) and Ream, Carr, Markey, Woloshin & Hunter, LLP (Brandy Grace Hoke) - Dependency & TPR.
- L. Contract between Dauphin County (Prison) and Tyson Fence Co., Inc. for inmate recreational yard fence.
- M. Addendum to Resolution #28-2021 to expand the scope of the C-PACE Program to include indoor air quality and resiliency improvements.
- N. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
 - 1. United Charities of Hazleton, Inc.

2. Open Door International, Inc.
 3. Valley Youth House Committee, Inc.
 4. Northeast Treatment Centers, Inc.
 5. Clear Vision Residential Treatment Services, Inc.
 6. Families United Network, Inc.
- O. Addendum #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Adelphoi Village, Inc.
- P. Amendment #1 to Subgrant 2021-OG-EB-36057 Agreement (Positive Action Program) between the Pennsylvania Commission on Crime and Delinquency (PCCD) and Dauphin County.
- Q. Amendment #4 to Purchase of Service Agreement between Dauphin County and Susquehanna Accounting & Consulting Solutions, Inc.
- R. Memorandum of Understanding between Dauphin County and Bethany Christian Services of Central Pennsylvania, Inc.
- S. Amendment #1 to Long-Term Structured Residence between Dauphin County and the Franklin-Fulton County Mental Health/Intellectual & Developmental Disabilities/Early Intervention Program.
- T. Amendments to Purchase of Service Agreements between Dauphin County (MH/A/DP) and:
1. NAMI Dauphin County, Inc. - Amendment #1
 2. TMB Development Therapy and Infant Massage, Inc. - Amendment #2
 3. Patch-n-Match, Inc. - Amendment #1
 4. Shovlin Therapy Services LLC - Amendment #1
- U. Purchase of Service Agreement between Dauphin County (Voter Registration/Elections) and ElectSure Learning Inc.
- V. Polling Place Lease Agreement between Dauphin County (Voter Registration/Elections) and Devonshire Church for Lower Paxton Township's 3rd Precinct.
- W. Agreement between Dauphin County (Prison) and Osage Piping & Fabricating, Inc. for egress platform and stairs.
- X. Satisfaction Piece for Susan M. Grove on property located at 5136 Irene Drive, Harrisburg, PA - \$3,500.00.
- Y. Satisfaction Piece for Lisa M. Fulk on property located at 4338 N. 6th Street, Harrisburg, PA - \$3,000.00.
- Z. Satisfaction Piece for Sakinah Greene on property located at 125 Houston Ave., Harrisburg, PA - \$5,000.00.
- AA. Satisfaction Piece for Demetra J. Green on property located at 1301 Georgetown Road, Middletown, PA - \$3,000.00.
- BB. Agreement between Dauphin County (Public Safety-South Central Task Force) and Fortechncs, LLC for WebEOC support and development services.

- CC. Amendment #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and White Deer Run, Inc.
- DD. Engagement Letter with Babst Calland regarding Litigation filed against the statewide Election Offices with regard to canvassing procedures.
- EE. Agreement between Dauphin County (Parks & Recreation) and Bandwango for experience development solution for the park system.
- FF. Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Eagleville Hospital, Inc.
- GG. Purchase of Service Agreement between Dauphin County (MH/A/DP) and Keystone Service Systems, Inc.
- HH. Purchase of Service Agreement between Dauphin County and Comcast Communications Cable Management, LLC for Recycling Promotional Material.
- II. County Application and Agreement for 2022 HAVA Grant Funds in the amount of \$23,957.47.
- JJ. Training Packet.

It was moved by Mr. Hartwick and seconded by Mr. Saylor that the Board approve Items A through JJ, minus Item GG as listed above under Matters Requiring Board Action.

Discussion: Mr. Hartwick stated that Items A, B, and C are great projects that are being done by the Affordable Housing Board. These projects are located in the City of Harrisburg.

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

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Item GG listed above under Matters Requiring Board Action.

Question: Mr. Pries – Aye; Mr. Saylor – abstained; 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 the Federal Energy Regulatory Commission to the York Haven Power Co., LLC, dated September 6, 2022, advising that the York Haven Downstream Fish Passage Sluice Final Construction Report, Sluice testing and drilling logs and Fish Passage Sluice Certification Letters have been reviewed and meet the intent of the requirements. No further action is required.
- B. Receipt of a letter from PPL Electric Utilities advising that they will begin planned maintenance work on an electrical transmission line – Hummelstown – Harrisburg 1 line Maintenance – Parcel #63-024-054.
- C. Notification from K&W Designing Environments advising that Pine Manor, LLC is applying to DEP for a General Permit 7 for four proposed culverts for the expansion of the existing Pine Manor Manufactured Home Park in Londonderry Township.
- D. Notification from GHD advising that the Pennsylvania American Water Company is applying to DEP for a Public Water Supply Permit and a Chapter 105 Water Obstruction and Encroachment Permit for upgrades to the Steelton Regional Water Treatment Plant in Steelton Borough.
- E. Notification from Harrisburg Mall advising that they are submitting a renewal application for a Synthetic Minor (State only) Operating Permit for Boiler #1 and Stack, Boiler #2 and Stack, Boiler #3 and Stack, Emergency Generator and Stack and Natural Gas Pipeline with DEP.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz