



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

NOVEMBER 16, 2022

10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

J. Scott Burford, Chief Clerk; Joseph A. Curcillo, III, Esq., Solicitor; Mary K. Bateman, Controller; Janis Creason, Treasurer; Steve Libhart, Deputy Chief Clerk; Jeff Enders, Director of Public Safety; Gerald Feaser, Jr., Director of Voter Registration/Elections; Chris Spackman, Voter Registration/Elections; Matt Krupp, Prothonotary; Chris Davis, Director of Budget & Finance; Michelle McKeown, Parks & Recreation; Katie Hornberger, Human Resources; Brett Hambright, Press Secretary; Fred Lighty, Esq., Solicitor's Office; Rebecca McCullough, Esq., Solicitor's Office; Donna Miller, Risk Manager; Ruby Doub, Commissioners' Office; Jessica Spandler, Commissioners' Office; and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Melissa Nicholson, Rev. Earl Harris, James Roxbury, Mark Smith, Sharia Benn, and Latreshia Lilly

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 October 26, 2022 Workshop Meeting Minutes and the November 2, 2022 Legislative Meeting Minutes; motion carried.

It was moved by Mr. Hartwick and seconded by Mr. Saylor that the Board approve the November 2, 2022 Public Hearing Minutes; motion carried.

It was moved by Ms. Bateman and seconded by Mr. Hartwick that the Salary Board approve the November 2, 2022 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Burford reported that an Executive Session was held on November 9, 2022 to discuss matters of personnel.

ELECTION BOARD

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

DEPARTMENT DIRECTORS/GUESTS

A. Melissa Nicholson, Executive Director, Gamut Theatre

1. 2023 Season Program

Ms. Nicholson introduced Sharia Benn and Latreshia Lilly. This will be the 6th year in the partnering with Sankofa and Gamut to produce Black History Month.

Mr. Pries noted that each year he learns something new. This is a very good program.

Ms. Benn indicated that it is an honor to do this program, and she appreciates the comments. This is working and is needed in the County. She received comments from students and teachers that they didn't know this existed. This year will be the fusion of music and movement. The story will tell how Harrisburg was the hub of the

underground railroad, the first woman doctor who treated black people when other doctors didn't, and William Howard Day.

Ms. Lilly reported that she reached out to all the schools in Dauphin County. The initial email went out yesterday. The students will learn a lot from this story about the history of Dauphin County. She thanked the Board for the funding and for having them here today.

Mr. Pries stated that credit goes to former Commissioner Jeff Haste and Ruby Doub. He thanked Gamut, Sankofa and all involved in making this a great event.

Ms. Nicholson indicated that she left some brochures with the Commissioners.

Ms. Benn stated that Sankofa is having a musical "Black Nativity", which she is hoping will be an annual event.

Mr. Saylor stated that he didn't think they could top last year, but this is going to be amazing. He referenced a book that he was reading about Ulysses S. Grant.

Mr. Hartwick noted the rich history that is in Dauphin County and this history should be in books so students can learn about it. He read the book about William Howard Day. He looks forward to the performance. He is glad that students can be engaged.

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 changes were made to the Packet since last week. The Packet was redistributed yesterday.

Mr. Saylor noted that the row officers upgrade their offices to modernize them with e-filing. It is worth noting that the Prothonotary's Office is getting new software. He looks forward to seeing the savings and efficiencies that this software will produce.

It was moved by Mr. Hartwick and seconded by Mr. Saylor that the Board approve the Personnel Packet.

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

BUDGET & FINANCE DIRECTOR – CHRIS DAVIS

Investment Report

Mr. Davis provided the following Investment Report:

Report from the Office of Budget & Finance

November 16, 2022

Account Transfers:

<u>Date:</u>	<u>From:</u>	<u>To:</u>	<u>Amount:</u>
11/3/22	Concentration	Payables	\$ 2,653,380.64
	Concentration	Payroll	\$ 2,486,504.50

11/10/22	Concentration	Payables	\$ 7,244,327.75
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Wire Payments Since Last Report: \$ 347,872.22

Debt Service Payments Since Last Report: \$ 476,610.00

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	3.61%	\$ 120,944.88
**4743	First National Bank	2.27%	\$ 107,359.56
**1209	S&T Bank	0.12%	\$ 179,435.99
**7714	Santander Bank	0.10%	\$ 124,247.57
**9102	Customers Bank	0.25%	\$ 49,473.16
**6051	Customers Bank	0.10%	\$ 6,909.47
**3023	PLGIT Prime	3.88%	\$ 94,831,007.84
**9210	Mid Penn Bank	0.45%	\$ 287,765.80

**7194	Citizens Bank	0.12%	\$	31,791.55
**9449	Univest Bank	3.25%	\$	24,067,914.26

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. It is ready for approval.

It was moved by Mr. Saylor and seconded by Mr. Pries that the Board approve the Purchase Order Packet as presented.

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

Bid Results for APO/WRC Parking Lot & Trail Improvements

Mr. Davis reported that five bids were received for the APO/WRC Parking Lot & Trail Improvements Project. None of the five complied with the Ordinance. He is asking that the Board reject the bids.

It was moved by Mr. Hartwick and seconded by Mr. Saylor that the Board reject the five bids submitted for the APO/WRC Parking Lot & Trail Improvements Project, due to noncompliance with the Ordinance; and that the project be rebid.

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

CHIEF CLERK’S REPORT – J. SCOTT BURFORD

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

SOLICITOR’S REPORT – JOSEPH A. CURCILLO, III, ESQ.

Mr. Curcillo had nothing to report but noted that everything is ready. No questions were asked.

MATTERS REQUIRING BOARD ACTION

- A. Partial Refund of 2022 Real Estate Taxes - Parcel #06-009-058 (1500 N. 6th St.) - Logan Grossberg & Jule Maes - \$411.44.
- B. Change Order to Tyson Fence Co., Inc. contract - adding \$22,104 to furnish and install 3/4" plastic mesh over 5 fenced in areas, mesh will lay on 3/8" steel cables at the Prison.

- C. Renewal of Program Design(s) (Year 2 of 4 Year Arrangement) with Capital Blue Cross.
- D. Agreement between Dauphin County (Public Safety-South Central Task Force) and Mission Cyber Group LLC to perform a risk assessment for the South Central Task Force.
- E. Ratification of a PCCD Grant in the amount of \$20,248 - Dauphin County was chosen as a demonstration site in Probation Evidence-Based Practices. Funds to be passed through a group formed using that SMART Probation money called PA Partnership for Criminal Justice Improvement.
- F. Satisfaction Piece for Tina M. Easton on property located at 100 S. 30th Street, Harrisburg, PA - \$4,670.00.
- G. Satisfaction Piece for Maria E. Barajas on property located at 130 S. 27th Street, Harrisburg, PA - \$3,000.00.
- H. Satisfaction Piece for Judith A. Stine Dori on property located at 1842 Lakeside Drive, Middletown, PA - \$3,500.00.
- I. Presenter Agreement between Dauphin County (Parks & Recreation) and Dauphin County Cooperative Extension - Master Gardener Lecture Workshops (January 14, February 11, February 25, March 4, March 11, March 18, April 1, April 5, April 12, May 6, October 28 & November 11) - \$2.00 per person.
- J. Agent Agreement between Dauphin County (Fines & Costs) and Rapid Financial Solutions for CourtFunds (contactless way to disburse restitution payments to victims).
- K. Tourism Grant Application - Great American Outdoor Show - \$60,000.
- L. Engagement Letter for Legal Services - Babst, Calland, Clements and Zomnir, P.C. (David Ball et. al. v. Leigh M. Chapman et. al. – Supreme Court Docket No. 102 MM 2022)
- M. 2022 Sick Leave Sell-Back Program.
- N. Memorandum of Understanding between Dauphin County (Children & Youth) and Central Dauphin School District.
- O. Addendum #1 to Purchase of Service Agreement between Dauphin County (Children & Youth) and Alwaze Clean, LLC.
- P. Purchase of Service Agreement between Dauphin County (Children & Youth) and Diakon Child, Family & Community Ministries, Inc.
- Q. Adoption Assistance Agreement #2022-52.
- R. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/A/DP) and Therapy Resource Center LLC.
- S. Amendment #1 to Energy Services Contract between Dauphin County and The Efficiency Network, Inc.
- T. Resolution #22 - 2022 Implementing Act 57 of 2022 Property Tax Penalty Waiver Provisions.

- U. Budget Amendments for the period ending September 30, 2022.
- V. Authorization for Chris Davis, Director of Budget & Finance, to Purchase PLGIT Term Investments.
- W. Training Packet.

It was moved by Mr. Hartwick and seconded by Mr. Saylor that the Board approve Items A through W listed above under Matters Requiring Board Action.

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

FORMER BUSINESS

There was none.

NEW BUSINESS

There was none.

COMMISSIONERS' DISCUSSION & ACTIONS

Mr. Hartwick noted that he will be attending the Prison Board virtually. He is attending a NACo Housing Task Force Conference in Washington, DC.

CORRESPONDENCE

The following correspondence was received in the Commissioners' Office and will be handled by the staff appropriately.

- A. Receipt of a letter from PUC regarding the Application of First Light Fiber, Inc. for approval of an installation of a fiber optics wire line where Poorhouse Road (21th Street, SR 3013) crosses, above grade, the tracks of Norfolk Southern Railway Company within the public right of way Swatara Township, Dauphin County (DOT# 592 186 Y).
- B. Notification from Bitner Family Funeral Homes advising that they are submitting a "Renewal" State-Only Operating Permit application to DEP for a human crematory controlled by an afterburner.
- C. Notification from Light-Heigel & Associates, Inc. advising that James E. Kline is applying to DEP for an application for the J&S Fabrication Building Expansion and Site Restoration Project in East Hanover Township.
- D. Notification from Herbert, Rowland & Grubic, Inc. advising that Dauphin County Parks & Recreation will be applying to DEP for a Joint Permit Application for the Wildwood Lake Restoration Project.

- E. Receipt of a copy of a letter from the Federal Energy Regulatory Commission (dated October 27, 2022) to the Eagle Creek Renewable Energy/York Haven Power Co., LLC providing comments with regard to the Nature Like Fishway Drilling Program Plan.
- F. Receipt of a copy of a letter from the Federal Energy Regulatory Commission (dated October 31, 2022) to the Eagle Creek Renewable Energy/York Haven Power Co., LLC advising that they can proceed with the Drilling Program Plan submitted on October 28, 2022. The revised Drilling Program Plan adequately addresses the comments provided as noted in the October 27, 2022 letter.
- G. Receipt of a letter from the Office of Justice Programs advising that the funding entitled 2022 BJA FY 22 Edward Byrne Memorial Justice Assistance Grant Program – Local Solicitation in the amount of \$92,694 has been approved.
- H. Notification from Rettew advising that the Highspire Borough Authority is applying to DEP for a Chapter 106 Floodplain Management Permit Application for the biosolids improvement project at 297 Industrial Avenue, Highspire, PA.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz