

**DAUPHIN COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS' LEGISLATIVE MEETING
WEDNESDAY, JANUARY 28, 2004 (10:00 A. M.)**

Final
Wed. 1/28/04
8:45 a.m.

- I. CALL TO ORDER
- II. MOMENT OF SILENCE
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES January 5, 2004 Organizational Mtg.
January 7, 2004 Workshop Mtg.
- V. ELECTION BOARD
 - A. Steve Chiavetta, Director of Registrations & Elections
 - 1. Change of Polling Places:
 - a) Lower Paxton 8th precinct from Central Dauphin East High School, 4600 Locust Lane, Harrisburg, PA 17109 to Christ the Savior Orthodox Church, 5425 Locust Lane, Harrisburg, PA 17109
 - b) Derry Township 4 precinct from Hershey Park Employees Cafeteria, Hersheypark Drive, Hershey, PA 17033 to Derry Presbyterian Church, 248 E. Derry Road, Hershey, PA 17033
- VI. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS
- VII. PUBLIC PARTICIPATION
- VIII. DEPARTMENT DIRECTORS
- IX. SALARY BOARD
 - A. Criminal Investigation Division
 - 1. Eliminate an Administrative Assistant I position, range 00106, step 06, salary \$15.25 p/h.
 - 2. Create a full time Administrative Assistant II position, range 00108, step 03, salary \$15.77 p/h, effective February 2, 2004.
 - B. Facilities Maintenance
 - 1. Create a part-time Custodian position, range 9050, step 2, salary \$6.51 p/h, effective January 29, 2004.
 - C. Parks & Recreation
 - 1. Create a full time County Project Assistant position, range 00115, step 07, sub-grade 02, salary \$24.04 p/h, effective February 2, 2004.

- D. Adult & Family Services/Human Services
 - 1. Eliminate an Administration Assistant I position, range 00106, step 02, salary \$14.04 p/h (Adult & Family Services)
 - 2. Create a full time Administrative Assistant I position, range 00106, step 02, salary \$14.04 p/h, effective January 30, 2004 (Human Services)
 - 3. Eliminate a Fiscal Manager position, range 00115, step 11, salary \$26.00 p/h, effective January 30, 2004. (Adult & Family Services)
 - 4. Eliminate an Adult & Family Services Administrator position, range 00117, step 13, salary \$29.81 p/h, effective January 30, 2004.
- E. D. J. Robert Jennings Office (#12-2-04)
 - 1. Create a full time Office Manager position, range 00106, step 1, salary \$13.76 p/h, effective February 2, 2004.
- F. D. J. LaVon Postelle (#12-2-05)
 - 1. Create a full time Office Manager position, range 00106, step 1, salary \$13.76 p/h, effective February 2, 2004.

X. PERSONNEL PACKET

XI. PURCHASE ORDERS – RANDY BARATUCCI, PURCHASING DIRECTOR

XII. REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

XIII. REPORT FROM CHIEF CLERK/CHIEF OF STAFF – ROBERT BURNS

XIV. SOLICITOR'S REPORT – CHIP VANCE, ESQ., ASSISTANT SOLICITOR

XV. MATTERS REQUIRING BOARD ACTION

- A. Training Packet
- B. Real Estate Tax Refunds/Exonerations:
 - 1. Partial refund of 2002 & 2003 real estate taxes to Susquehanna LLC, 2625 Ailanthus Lane, parcel #62-013-148, in the amt. of \$28,806.51.
 - 2. Partial refund of 2003 real estate taxes to Front & State Corp., 407 North Front St., parcel #04-036-001, in the amt. of \$292.68.
- C. Termination of a Municipal Services Agreement dated August 1, 1998 between the County of Dauphin and the Dauphin County General Authority
- D. Approval of a Municipal Services Agreement between the County of Dauphin, City of Harrisburg, the School District of Harrisburg and Dauphin County General Authority in reference to the Forum Place located at 555 Walnut St., Harrisburg, PA.
- E. Agreement between Dauphin County/Spring Creek and ZA Consulting Consulting to administer the operations of Spring Creek for a period of 120 days.

- F. Subordination Agreements with the following individuals:
 - 1. Bernard Glenn for property located at 277 Rumson Drive, Harrisburg, PA.
 - 2. Marlana M. Henry for property located at 1300 Bigelow Drive, Lot #4, Harrisburg, PA.

- G. Approval by the Board of Commissions to contribute its *pro rata* shares for appraisal services needed to ascertain the true value of the following:
 - 1. Cumberland Court Associates, Tax Parcel #05-008-001 in the amt. of \$340.
 - 2. Eastridge Associates (Apartments), Tax Parcel #63-15-68 in the amt. of \$1,353.
 - 3. Blouch Warehouse, Inc., located at 4180-4200 Chambers Hill Road, Tax Parcel #63-27-27, in the amt. of \$2,178.
 - 4. Holiday Inn East located at 4751 Lindle Road, Tax Parcel #63-027-140, in the amt. of \$3,343.

- H. Agreement between Dauphin County Parks & Recreation and K & J Maintenance Company, Inc., for janitorial services at the Fort Hunter Mansion, Tavern House, Stable, and Centennial Barn.

- I. Addendum to Agreement between Dauphin County and Female Offenders, Inc., for an increase in the daily per diem rate per resident from \$36.10 to \$37.11.

- J. Agreement between Dauphin County Conservation District and Herbert, Rowland, and Grubic for Consultant Services for the Spring Creek Act 167 Stormwater Management Plan.

- K. Agreement between Dauphin County Conservation District and Skelly and Loy, Inc., for Consultant Services for the Act 167 Plan for Paxton Creek.

- L. Agreement and Scope of Work between Dauphin County Emergency Management Agency and Intergraph Public Safety, Inc. for Dauphin County CAD 7.8 Software Upgrade.

- M. Eight Maintenance Agreements between Dauphin County Emergency Management Agency and G. R. Sponaugle for equipment located at the EMA Office and various tower sites.

- N. Maintenance Agreement between Dauphin County Emergency Management Agency and Capital Area Communications to provide maintenance inspections for the purpose of maintaining the mission critical 911 Public Safety Radio Network.

- O. Call Box Maintenance Agreement between Dauphin County Parks & Recreation and Comarco Wireless Technologies (CWT).

- P. Adoption of Resolution No. 3-2004 outlining the Health Insurance Portability and Accountability Act (HIPAA) of 1996 regulations on the activities of the various County agencies and departments.

- Q. Purchase of Services Agreements for FY03/04 between Children & Youth Agency and:
 - 1. KidsPeace National Centers of PA, Inc.
 - 2. Silver Springs-Martin Luther Residential Treatment Program.

- R. Amendment #1 to FY0304 Purchase of Service Agreement between Children & Youth Agency and YMCA/Northern Dauphin County Branch.
 - S. Consultant Agreement between Children & Youth Agency and Ramona Thompson.
 - T. Adoption Assistance Agreements:
 - 1. #2003-19
 - 2. #2003-20
 - U. Community Based Volunteer Transportation Agreement for FY03/04 between Dauphin County Area Agency on Aging and Elder Express.
 - V. Purchase of Service Agreements for FY03/04 between Dauphin County Area Agency on Aging and:
 - 1. Pride of the Neighborhood Academies
 - 2. Jump Start
 - 3. The Rabbi David L. Silver Yeshiva Academy
 - 4. Lower Dauphin Middle School Leo Club
 - W. Liquid Fuels Report for the year 2003 to be submitted to the PA Dept. of Transportation.
 - X. Approval to implement a program Getting to Know the People that make Dauphin County work titled "Faces Around the County".
 - Y. Resolution No. 4-2004 selecting Commissioner George P. Hartwick, III, of Dauphin County to serve on the Board of Directors of the Southcentral Employment Corporation.
- XVI. FORMER BUSINESS
- XVII. NEW BUSINESS
- XVIII. COMMISSIONERS' DISCUSSION & ACTIONS
- A. Commissioner George P. Hartwick, III
 - 1. Children & Youth Correspondence
- XIX. CORRESPONDENCE
- A. Notification from Moyer Packing Company indicating they will be filing a National Pollution discharge elimination system (NPDES) renewal application to DEP for the facility in Washington Township, Dauphin County.
 - B. Notification from Act One Consultants, on behalf of Fishing Creek Valley Associates, indicating they will be filing an application to DEP for a general permit for a temporary road crossing at the Walnut Run Development, located at the southeast of the Fairville Avenue/Rabbit Lane intersection.
 - C. Notification from Alpha Consulting Engineers, Inc., indicating they intend to apply for a NPDES General Permit for the purpose of construction of 114 townhouse units with associated infrastructure on a 15.00 acre lot on Cordial Lane in Swatara Twp.

- D. Notification from Hartman & Associates, Inc., indicating they will be applying to DEP for a NPDES permit for a single family residential subdivision and various projects at the Felicita Golf Course, Middle Paxton Township, Dauphin County.
- E. Received a copy of a letter addressed to Penn DOT from Benatec Associates in reference to the Dauphin County 2003 Periodic NBIS inspections of municipally owned bridges (supplemental TK527 Bridge Load ratings).
- F. Notification from Harrisburg International Airport indicating the Susquehanna Area Regional Airport Authority (SARAA) has made application to DEP for renewal of Brine waste and HVAC process and non-contact cooling water discharges for HIA.
- G. Received a greeting from a constituent utilizing the County's Children & Youth services acknowledging their gratitude for the services they received.
- H. Received a letter from an Erie County representative expressing their gratitude for the training provided by the Children & Youth Agency.

XX. PUBLIC PARTICIPATION

XXI. ADJOURNMENT

*******THE RETIREMENT BOARD WILL CONVENE IMMEDIATELY FOLLOWING THE COMMISSIONERS' MEETING.**

THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY, FEBRUARY 4, 2004 AT 10:00 A.M. - A COMMISSIONERS' WORKSHOP MEETING 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."