DAUPHIN COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS' LEGISLATIVE MEETING
WEDNESDAY, FEBRUARY 25, 2004 (10:00 A. M.)

Final
Wed. 02/25/04
9:00 a.m.

I. CALL TO ORDER

II. MOMENT OF SILENCE

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES

January 28, 2004 Legislative Mtg.
January 28, 2004 Salary Bd. Mtg.
January 28, 2004 Election Bd. Mtg.
February 4, 2004 Workshop Mtg.

V. OATH OF OFFICE FOR CHIEF CLERK CHAD SAYLOR
(Administered by Justice Mike Eakin)

VI. ELECTION BOARD

A. Request to move Lower Paxton 5th Precinct Polling Place from 75 S. Houcks Road, Harrisburg to 425 Prince Street, Room 106, Harrisburg

VII. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

VIII. PUBLIC PARTICIPATION

IX. DEPARTMENT DIRECTORS

A. Jennifer Storm/Carla Snyder – Victim Witness

1. Addressing Arrest Policies and Enforcement of Protection Orders Grant

X. SALARY BOARD

A. Courts

1. Create a Clerk/Crier position (Judge Clark), range 1016, step 1, salary $14.49 p/h, effective March 1, 2004.
2. Eliminate a Court Crier (part time) position, range 1006, step 1, salary $8.91 p/h and two Per Diem Tipstaff/Court Clerk positions, range 9331/9335, steps 7, salary $8.93 p/h and $13.17 p/h, effective March 1, 2004.
3. Create a Clerk/Crier position (Judge Kleinfelter), range 1016, step 1, salary $14.49 p/h, effective March 1, 2004.
4. Eliminate a Court Crier (part time) position, range 1006, step 1, salary $8.91 p/h and two Per Diem Tipstaff/Court Clerk positions, range 9331/9335, salary $7.93 p/h and $11.69 p/h.

B. Domestic Relations

1. Create a Supervisor position, range 108, step 1, salary $15.17 p/h, effective March 1, 2004.

2. Create two (2) Conference Officer positions, range 8002, step 1, salary $14.53 p/h, effective March 1, 2004.
3. Create two (2) Enforcement Officer position, range 1485, step 1, salary $13.14 p/h, effective March 1, 2004.
4. Create two (2) Department Clerk II position, range 1482, step 1, salary $9.80 p/h, effective March 1, 2004.

C. Public Defender's Office

1. Create a Chief Deputy Public Defender position, range 00119, step 3, salary $26.98 p/h, effective March 1, 2004.
2. Eliminate an Assistant Public Defender position, range 00114, step 6, salary $22.43 p/h, effective March 1, 2004.

XI. PERSONNEL PACKET

XII. PURCHASE ORDERS – RANDY BARATUCCI, PURCHASING DIRECTOR

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

A. Quarterly Budget Amendment Reports

XIV. REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

XV. SOLICITOR'S REPORT – BILL TULLY, ESQ., SOLICITOR

XVI. MATTERS REQUIRING BOARD ACTION

A. Training Packet

B. Approval of continuing financial support for 2004 to the South Central Assembly for Effective Governance in an amount of $2,618.00.

C. Application for an Intergovernmental Cooperation Grant Program submitted by Tri- or Dauphin County Planning Commission, on behalf of Derry Township, East Hanover Township, Lower Paxton Township, South Hanover Township, Susquehanna Township and West Hanover Township, to Dauphin County to complete Routes 39/743 Transportation Study.

D. Accept a Proposal from Herbert, Rowland & Grubic, Inc., for a Multi-Bridge Deck Rehabilitation Project for engineering services.

E. Appoint an Audit Committee.

F. Change Order No. 2002-01-25 with Triangle Communications, Inc., security contractor, revising the contract substantial completion from December 19, 2004 to May 14, 2004 for Phase I renovations to the Dauphin County Courthouse. (No additional cost to the County)

G. Appointments to the Local Emergency Planning Committee:

1. Dominic D. DiFrancesco, II replacing Lowman Henry
2. George P. Hartwick, III, replacing Anthony M. Petrucci
3. Matt Hollis replacing Michael Finkerbinder (Red Cross Rep.)

H. Hazardous Materials Emergency Preparedness Grant Agreement between Dauphin County Emergency Management and Pennsylvania Emergency Management Agency in an amount of $6,000.

I. Approval of the Dauphin County Emergency Operations Plan (EOP) submitted to the Pennsylvania Emergency Management Agency.

J. Submission of the 2004 Commonwealth of Pennsylvania's Annual Statement of Work to submitted by Dauphin County Emergency Management Agency. The EMPG Program is the mechanism in which the County receives federal grant moneys to offset the EMA Director's salary.

K. Broker Authorization Letter authorizing Gallagher Benefit Services to contact Highmark Blue Shield accessing health care data and prepare a comprehensive proposal.

L. Subordination Agreement with Audrey Cowden, formerly Audrey Raistrick for property located at 3916 Kingsley Drive, Harrisburg, PA (Economic Development/Affordable Housing Program)

M. Subordination Agreement with Brenda Wilson-Parker for property located at 580 N. 66th Street, Harrisburg, PA (Economic Development/Affordable Housing Program)

N. Maintenance Agreement with ThyssenKrupp Elevator Company for 8 units located at Spring Creek Rehab. & Health Care Center (Spring Creek)

O. Subrecipient Agreement between the County and the County Redevelopment Authority for FY 2004-06 for the Dauphin County Community Development Block Grant Program (Economic Development)

P. Pest Control Agreement with Orkin Exterminating Company for the Spring Creek Kitchen and all remaining buildings of the complex (Spring Creek)

Q. Memorandum of Understanding with the PA State Police for the Commonwealth Law Enforcement Assistance Network (CLEAN) terminal located in the Communications Center (Emergency Management)

R. Ground Lease between Dauphin County and the Harrisburg Authority for use of the Authority land for the proposed County Materials Recycling Facility (Solid Waste)

S. Maintenance Contract Renewal with Intergraph Public Safety for the Computer Aided Dispatch System located in the Communications Center (Emergency Management)

T. Maintenance Agreement with G.R. Sponaugle Service Company, LLC for HVAC Customized Professional Maintenance Program II for equipment located in the Kitchen and the McBride Building (Spring Creek)

U. Maintenance Agreement with Kenney Mechanicals for HVAC equipment located at the Wildwood Visitor Center (Parks & Recreation)

V. Hold Harmless Agreement with Harrisburg Area Road Runners to utilize certain roadways/lands at the Wildwood Lake Sanctuary on November 4, 2004 (Parks & Recreation)

W. Approval by the Board of Commissioners to approve Settlement Agreements (2) for the C-K Governor's Place, LP Tax Assessment Appeal and the Wedgewood Hills Apartment Assoc., Ltd. (Tax Assessment Board)

X. Amendment to Purchase of Service Agreement with Northwestern Human Services (Amendment #1) (MH/MR)

Y. Purchase of Service Agreement with Glade Run Lutheran Services (Children & Youth)

Z. Adoption Assistance Agreement 2003-18 (Children & Youth)

AA. Amendment #2 to Adoption Assistance Agreement 1996-06 (Children & Youth)

BB. Purchase of Service Agreements with: (Area Agency on Aging)

1. Otis Elevator Company (Area Agency Kitchen)
2. SimplexGrinnel (Area Agency Kitchen)

CC. Employee Assistance Program Agreement with Riegler, Shienvold & Associates January 1, 2004 through March 31, 2004 (Personnel)

DD. Termination of Tenancy Agreement with the Union Deposit Corporation for the Visitors Center.

EE. Permission to include the “Bowl for Kids’ Sake” pamphlets with the County paychecks.

XVII. FORMER BUSINESS

XVIII. NEW BUSINESS

XIX. COMMISSIONERS’ DISCUSSION & ACTIONS

XX. CORRESPONDENCE

A. Notification from Rettew that Penbrook Borough is submitting an Application for a General Permit No. 3 (Streambank Stabilization) and No. 5 (Utility Line Crossing) to DEP for the Penbrook Interceptor Repair Project.

B. Notification from R. J. Fisher & Associates, Inc. that Lower Swatara Fire Department is filing an application with DEP, through the Dauphin County Conservation District, for a General NPDES Permit to discharge stormwater from construction activities for the proposed development of a new fire house.

C. Receipt from AmerGen of the Three Mile Island Nuclear Station, Unit No. 1 (TMI-1) Docket No. 50-289, Operating License No. DPR-50, Long Range Planning Program (LRPP) Annual Update of Integrated Schedule "ABC" Project Listing.

D. Notification from Buchart-Horn, Inc. that East Hanover Township is applying to DEP for a National Pollutant Discharge Elimination System (NPDES) Permit for the new East Hanover Township Wastewater Treatment Plant that will be located on Dairy Lane.

XXI. PUBLIC PARTICIPATION

XXII. ADJOURNMENT

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

THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY, MARCH 3, 2004 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."