

**DAUPHIN COUNTY BOARD OF COMMISSIONERS  
COMMISSIONERS' LEGISLATIVE MEETING  
TUESDAY, JANUARY 14, 2003 (10:00 A. M.)**

Final  
Tues. 1/14/03  
8:30 a.m.

- I. CALL TO ORDER
- II. MOMENT OF SILENCE
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES None
- V. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS
- VI. PUBLIC PARTICIPATION
- VII. DEPARTMENT DIRECTORS
  - A. Lou Verdelli, Public Financial Management
    - 1. Resolution No. 2-2003 authorizing and directing issuance of a non-revolving Line of Credit to be evidenced by a Tax and Revenue Anticipation Note of this Local Government unit pursuant to the Local Government Unit Debt Act of the Commonwealth of PA.
- VIII. SALARY BOARD
  - A. D. J. Joseph S. Lindsey/12-1-06
    - 1. Eliminate a Legal Clerk II position, range 1482, step 1, salary \$9.42 p/h.
    - 2. Create a Legal Clerk I position, range 1481, step 1, salary \$8.56 p/h, effective December 30, 2002.
  - B. Human Services
    - 1. Title change from full time Grants Administrator position to full time Grants Management Coordinator position, effective January 21, 2003.
  - C. Dauphin Manor
    - 1. Eliminate a per diem RN Supervisor position, range 124, step 09, salary \$24.14 p/h.
    - 2. Create a full time RN Supervisor position, range 123, step 06, salary \$26.34 p/h, effective Jan. 20, 2003.
  - D. Personnel & Payroll (Benefits Division)
    - 1. Eliminate a Departmental Clerk II position, range 1009, step 3, salary \$10.51 p/h.
    - 2. Create a full time Benefits Assistant position, range 1011, step 3, salary \$11.58 p/h, effective Jan. 6, 2003.

(continued)

3. Eliminate a Benefits Coordinator position, range 109, step 21, salary \$23.23 p/h.
4. Create a full time Benefits Assistant position, range 1011, step 37, grade 02, salary \$22.32 p/h, effective Jan. 6, 2003.

IX. PERSONNEL

- A. Personnel Packet
- B. Proposed non-union pay scales for 2003
- C. Proposed non-union pay increases for 2003

X. OVERTIME

XI. PURCHASE ORDERS

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

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

XIV. MATTERS REQUIRING BOARD ACTION

- A. Training Packet
- B. Approval of FY02/03 Per Diem Rates between Children & Youth Agency and:

1. Silver Springs-Martin Luther School Residential Treatment (JCAHO) \$264.75/day
2. National Center on Institution & Alternatives
  - RTF-Edgar St. Residence (Treatment, Rm & Bd) \$211.17/day
  - RTF-Edgar St. Residence (Rm & Bd only) \$ 77.19/day
  - Personal expenses & allowances \$ 1.10/day
3. Keystone Children & Family Services, Inc. Reynolds Lane CRR-Rm & Bd \$ 65.74/day
4. Holpen Village, Inc.
  - Group Home \$160.00/day
  - Transitional Living \$160.00/day
5. Center for Applied Management Practices PA Parenting Program Grant Proposal Prep. \$5,000.00/yr
6. Christ's Home, Inc. Residential Services \$123.92/day
7. Cornell Abraxas Group, Inc. Day Treatment-snow day \$ 20.93/day

C. Real Estate Tax Refunds:

1. Partial refund of 2002 Real Estate taxes to ESL Incorporated Trust, 2 & 22 N. 2<sup>nd</sup> St. & 119 Strawberry St., Harrisburg, parcels #03-003-017, 03-003-021 & 03-003-043, in the amt. of \$35,500.03.
2. Partial refund of 2002 Real Estate taxes to John H. & Elizabeth M. Cook, 71 Dividing Ridge Rd., Wayne Township, parcel #67-005-039, in the amt. of \$202.64.
3. Partial refund of 2002 Real Estate taxes to Joan K. & Harold D. Heberling, 311 Vine St., Williams Township, parcel #72-006-025, in the amt. of \$96.35.

4. Partial refund of 2002 Real Estate taxes to Harman Stove Company, Mountain House Road, Jackson Township, parcel #32-003-079, in the amt. of \$1,110.54.
  5. Partial refund of 2002 Real Estate taxes to Joseph G. & Thomas W. Strite, 1000 Strites Rd., Lower Swatara Township, parcel #36-002-001, in the amt. of \$1,663.82.
  6. Partial refund of 2002 Real Estate taxes to Joseph G. & Thomas W. Strite, 1000 Strites Rd., Swatara Township, parcel #63-035-023, in the amt. of \$84.43.
  7. Partial refund of 2002 Real Estate taxes to Anthony A. & Brenda J. Pascotti, 590 Fox Lane, Middle Paxton Township, parcel #43-032-020, in the amt. of \$1,241.66.
  8. Partial refund of 2002 Real Estate taxes to Jean L. Mogel Trust, Eisenhower Blvd., Lower Swatara Township, parcel #36-007-059, in the amt. of \$194.69.
  9. Partial refund of 2002 Real Estate taxes to David B. & Georgette Sinclair, 243 & 245 Union St., Millersburg, parcels #45-003-031 & #45-003-032, in the amt. of \$95.89.
  10. Partial refund of 2002 Real Estate taxes to Michael D. Lamereux, 1161 & 1163 N. Derry St., & 18 N. 13<sup>th</sup> St., Harrisburg, parcels #09-043-001; 09-043-002; & 09-013-016, in the amt. of \$86.41.
  11. Partial refund of 2002 Real Estate taxes to Dean R. Hooper, Jr. & Karyn Hawkins-Hooper, 1071 Ridgecrest Rd., Derry Township, parcel #24-083-152, in the amt. \$250.18.
- D. Grant Agreement between Dauphin County Conservation District and PA Dept. of Environmental Protection for Phase I Watershed Stormwater Management Plan Grant, *Spring Creek West* designated watershed.
- E. Consultant Contract between Dauphin County Conservation District and Skelly and Loy, Inc., for the *Paxton Creek* Act 167 Stormwater Management Plan NPDES Phase I.
- F. Agreement between Dauphin County Conservation District and Herbert, Rowland, & Grubic, Inc., for *Engineering Services* for the *Mid-Dauphin Watersheds* Act 167 Stormwater Management Plan for a fee of \$10,023.35. (Fishing Creek, Stoney Creek, Clark Creek, Powell's Creek, Armstrong Creek, and Gurdy Run)
- G. Contract between Dauphin County Conservation District and the PA Dept. of Environmental Protection for *grant funding of Phase II Watershed Stormwater Management Plan* Grant/Susquehanna River, Clark Creek, Stony Creek, and Fishing Creek.
- H. Approve a request by Ronald McDonald House Charities for exoneration of Year 2002/03 school real estate taxes levied on parcel #24-029-010, 733 West Governor Road, Hershey, effective Jan. 1, 2002, in the amt. of \$570.91.
- I. Real Estate tax refund to Deborah Fedor, Tax Collector for Dauphin Borough in the amt. of \$525.67. (Overpayment by tax collector)
- J. Establish a Courthouse Renovations Committee consisting of the three Commissioners, President Judge, Director of Fiscal Affairs and Chief of Staff. The Committee shall advise the Commissioners on all decisions relative to the Courthouse renovations.

- K. Proposal from Zelenkofske & Axelrod, LLC reflecting a wider scope of duties for the audit of Dauphin County for the year ended 12/31/02 and subsequent years. The increased scope of work will result in an increased cost to the county of between \$16,000 to \$20,000 per year.
- L. Addendum to Agreement between Dauphin County and Patty Kuharic to assist with the compliance of GASB 34.
- M. Subordination Agreements with the following individuals for the Affordable Housing Program:
  - 1. Brian K. Buchanan for property located at 2100 Forster St., Harrisburg.
  - 2. Warren D. Wheeler and Octavia Wheeler for property located at 2101 Kensington St., Harrisburg.
- N. Satisfaction Piece with Daniel K. Trace for property located at 579 Stikle St., Steelton, payoff amt. is \$2,871.00. (Affordable Housing Fund)
- O. Worker's Compensation Self-Insurance Loss Reserve Valuation Consulting Services between Dauphin County and Conrad M. Seigel, Inc.
- P. License Agreement with Harristown Development Corporation with respect to a communications network Dauphin County wishes to erect on the rooftop of the State Office Tower in Strawberry Square.
- Q. ATX Proposal for Long Distance Telephone Service for the County.
- R. Addendum to Professional Services Contract between Dauphin County Community and Economic Development and Mullin & Lonergan Associates, Inc., to perform additional work related to the Five Year Consolidated Plan.
- S. Lease Agreement between Dauphin County and Washington Township for D. J. Rebecca Margerum's Office.
- T. Adoption Assistance Agreements:
  - 1. #2002-20
  - 2. #2002-21
  - 3. #2002-22
- U. Purchase of Service Agreement for FY02/03 between MH/MR and William M. Shreve, Esq.
- V. Addendum to FY01/02 Purchase of Service Agreements between MH/MR and:
  - 1. Northwestern Human Services of Susquehanna Valley d/b/a Susquehanna Developmental Services. (Amendment #1)
  - 2. Bonnie Glass (Amendment #1)
- W. Purchase of Service Agreements for FY02/03 between Children & Youth and:
  - 1. Glade Run Lutheran Services
  - 2. Tressler Lutheran Services d.b.a. TresslerCare
  - 3. Evergreen Youth Services, Inc.

4. Baptist Children's Services
5. Northern Home for Children
6. YMCA Harrisburg Area East Shore Branch

X. Addendum to FY02/03 Purchase of Service Agreements between Children & Youth and:

1. Pyramid Healthcare, Inc. (Amendment #1)
2. Bradley Center, Inc. (Amendment #1)
3. Cornell Abraxas Group, Inc. (Amendment #1)
4. Community Action Commissioner (Amendment #1)
5. National Mentor Health Care, Inc. (Amendment #1)
6. Pyramid Healthcare, Inc. (Amendment #2)
7. Keystone Service Systems, Inc. d.b.a. Keystone Children & Family Services (Amendment #3)

Y. Appoint Marsha Paskevich as Tax Collector for Gratz Borough to collect the County's real estate taxes. Ms. Paskevich will finish out the term vacated by Leah Shade who resigned effective Jan. 31, 2003.

Z. Agreement between Dauphin Manor and Career Masters to provide an Administrator and Assistant Administrator for Dauphin Manor.

XV. FORMER BUSINESS

XVI. NEW BUSINESS

XVII. COMMISSIONERS' DISCUSSION & ACTIONS

XVIII. CORRESPONDENCE

- A. Notification from the Capital Area Greenbelt Association, Inc., indicating they are filing an application to DEP for a water obstruction and encroachment permit regarding proposed activities to be performed under I-83 bridge over Paxtang Avenue near the Spring House, Swatara Township, Dauphin County.
- B. Notification from Herbert, Rowland & Grubic, Inc., on behalf of Susquehanna Township, indicating they will apply to DEP for an NPDES Permit for discharges of stormwater from construction activities for Susquehanna Township Building addition, Susquehanna Township, Dauphin County.
- C. Notification from Herbert, Rowland & Grubic, Inc., on behalf of Susquehanna Township, indicating they will apply to DEP for a water obstruction and encroachment permit for Capitol Area Greenbelt improvements in Susquehanna Township, Dauphin County.
- D. Notification from York Building Products Company, Inc., indicating they intend to apply to DEP for a NPDES permit for the Harrisburg Building Units Div., 325 Fulling Mill Road.
- E. Notification from Stetler SagaX Consulting, on behalf of Luther Harvey, indicating they are filing a Notice of Intent for Coverage under the General NPDES Permit for discharges of stormwater associated with construction activities at 39 A Scout Lane, Hummelstown, Dauphin County.

- F. Notification from Harrisburg International Airport Authority indicating they intend to apply to DEP for a permit concrete support structure for a timber structure supporting the airport instrument landing system at the Harrisburg International Airport, Lower Swatara Township, Dauphin County.
- G. Notification from the Civil & Environmental Design Group, on behalf of East Hanover Township, indicating they intend to apply to DEP for a Joint Application for PA Water obstruction and Encroachment permit and US Army Corps of Engineers Section 404 Permit for the South Meadow Lane Bridge replacement located in East Hanover Township, Dauphin County.
- H. Notification from CET Engineering Services, on behalf of Lower Paxton Township, indicating they intend to submit an application to DEP for a Water Obstruction and Encroachment permit relative to the relocation of a section of sanitary sewer to accommodate the PennDOT Union Deposit Road bridge project, Lower Paxton Township, Dauphin County.
- I. Notification from the Hemlock Girl Scout Council indicating they intend to submit a renewal application to DEP for discharge of sewage from a wastewater treatment system to serve Camp Small Valley, located in Jefferson Township, Dauphin County.
- J. Notification from Skelly and Loy indicating they intend to submit an application to DEP for construction of bridge over Armstrong Creek the Williard Stream crossing, Jackson Township, Dauphin County.
- K. Notification from Grove Associates, on behalf of Capital Baptist Church, indicating they intend to apply to DEP for a General NPDES Permit for construction of Church with driveway, parking facilities, recreational facilities, and stormwater management controls, West Hanover Township, Dauphin County.
- L. Received a copy of a letter from DEP regarding Harrisburg Incinerator & Transfer Station regarding the August 13, 2002 Public Hearing.
- M. Received notification from the PA Historical & Museum Commission indicating the Millersburg Passenger Rail Station of Millersburg, PA was listed in the National Register of Historic Places on November 27, 2002.

XIX. PUBLIC PARTICIPATION

XX. ADJOURNMENT

**THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY, JANUARY 22, 2003  
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."