

**DAUPHIN COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS' LEGISLATIVE MEETING
TUESDAY, JUNE 25, 2002 (10:00 A. M.)**

**Final
Tues. 06/25/02
9:45 a.m.**

- I. CALL TO ORDER
- II. MOMENT OF SILENCE
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES
 - May 30, 2002 Legislative Mtg.
 - May 30, 2002 Salary Bd. Mtg.
 - June 4, 2002 Election Bd. Mtg.
 - June 4, 2002 Workshop Mtg.
- V. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS
- VI. PUBLIC PARTICIPATION
- VII. DEPARTMENT DIRECTORS
 - A. Proclamation presentation to Denise Kelly – retirement from DCP.
 - B. Check presentation to John Coles, Wiconisco Twp., for cooperative effort between fire company, scouting groups and nonprofit organizations to purchase Holiday decorations for Wiconisco Township.
- VIII. SALARY BOARD
 - A. Director of Fiscal Affairs
 - 1. Create a full time Fiscal Affairs position, range 1120, step 9, grade 2, salary \$39.43 p/h, effective June 25, 2002.
 - B. Conservation District
 - 1. Eliminate a part time Departmental Clerk I position, range 9050, step 11, salary \$7.43 p/h, effective June 25, 2002.
 - 2. Eliminate a part time West Nile Project position, range 9050, step 20, salary \$9.30 p/h, effective June 25, 2002.
 - C. Criminal Investigation Division
 - 1. Eliminate three (3) part time DUI Booking Officer positions, range 9050, step 31, salary \$12.06 p/h, effective June 25, 2002.
 - D. D. J. Pianka's Office
 - 1. Eliminate a Legal Clerk II position, range 1482/3, step 1, salary \$9.42 p/h.
 - 2. Create a full time Legal Clerk III position, range 1483/4, step 1, salary \$10.39 p/h, effective June 24, 2002.

3. Eliminate a Legal Clerk I position, range 1481/2, step 1, salary \$8.56 p/h.
4. Create a full time Legal Clerk III position, range 1483/4, step 1, salary \$10.39 p/h, effective June 24, 2002.

E. Domestic Relations

1. Eliminate a Chief Conference Officer position, range 00111, step 03, salary \$17.55 p/h.
2. Create a full time Operations Manager position, range 00112, step 01, salary \$17.71 p/h, effective June 25, 2002.
3. Eliminate one (1) Supervisor position (to be determined)
4. Create five (5) full time Team Supervisor positions, range 108, step 01, salary \$14.58 p/h, effective June 25, 2002.
5. Create a full time Conference Officer position, range 8002, step 01, salary \$13.97 p/h, effective June 25, 2002.
6. Create three (3) full time Enforcement Officer positions, range 1485, step 1, salary \$12.63 p/h, effective June 25, 2002.
7. Create four (4) full time Departmental Clerk II positions, range 1482, step 01, salary \$9.42 p/h, effective June 25, 2002.
8. Create five (5) full time Departmental Clerk I positions, range 1481, step 01, salary \$8.56 p/h, effective June 25, 2002.

F. Dauphin Manor

1. Eliminate a per diem Certified Nursing Assistant position, range 3330, step 02, salary \$10.15 p/h.
2. Create a temporary Linen Service Worker position, range 5024, step 03, salary \$8.70 p/h, effective June 25, 2002.
3. Eliminate an Administrator position, range 1118, step 10, salary \$36.33 p/h, effective June 25, 2002.

G. Prison

1. Eliminate a Temporary Assistant position to Warden, range 00110, step 10, salary \$19.22 p/h, effective July 8, 2002.

H. District Attorney's Office

1. Eliminate two (2) Court Liaison positions, range 9449, step 01 & 04, salaries \$6.57 p/h & \$6.98 p/h, effective June 25, 2002.

I. Budget & Finance Office

1. Eliminate a Director of Finance position, range 0116, step 07, salary \$23.76 p/h, effective June 25, 2002.

J. Tax Assessment Office

1. Eliminate a Director of Tax Assessment, range 1111, step 17, grade 2, salary \$29.98 p/h, effective June 25, 2002.

- K. Dept. of Emergency Management
 - 1. Eliminate a part time Temporary Telecommunicator Trainee position, range 1009, step 01, salary \$9.51 p/h, effective June 25, 2002.

- L. Voter Registration
 - 1. Eliminate a part time Maintenance Worker position, range 9050, step 29, salary \$11.18 p/h, effective June 15, 2002.

- M. Parks & Recreation
 - 1. Eliminate a full time Fiscal Officer position for Wildwood, range 0109, step 01, salary \$14.72 p/h, effective June 25, 2002.

- IX. PERSONNEL
 - A. Personnel Packet
 - B. Side Letter of Agreement between Dauphin County and AFSCME Council 90 waiving the waiting period for benefits for full time LPNs at Dauphin Manor.

- X. OVERTIME

- XI. PURCHASE ORDERS

- XII. REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR
 - A. Investment Report
 - B. Adoption of Fiscal Year 2002/2003 Budget for Human Services Agencies.

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

- XIV. COMMISSIONERS' DISCUSSION & ACTIONS

- XV. MATTERS REQUIRING BOARD ACTION
 - A. Training Packet
 - B. Approval of FY01/02 Per Diem rates between Children & Youth and:
 - 1. Tressler Lutheran Servcies d.b.a. TresslerCare
WildernessChallenge Plus Program: \$180.06/day
 - C. Approval of FY02/03 Per Diem rates between Children & Youth and:
(Per Provider list and rates distributed)
 - 1. Alternative Rehabilitation Communities, Inc.
 - 2. Catholic Charities of the Diocese of Harrisburg, PA
 - 3. Daron Shelter
 - 4. Foster Care and Adoption Resources
 - 5. Keystone Community Resources, Inc.
 - 6. Mechanicsburg Children's Home
 - 7. Perseus House, Inc.
 - 8. Pinnacle Health Hospital – Women's & Children's Services
 - 9. Youth Advocate Programs, Inc.

- 10. Family Care Services, Inc.
- 11. Children's Choice, Inc.

- D. Appoint Linda Ruff to the Dauphin County Library Advisory Board.
(Term ends December 31, 2002 – completing the term of Marsha Ord)

- E. Change Order #06-105 – B.P. 6A Bulk demotion site work with Liberty Excavators, Inc.,
in an add amt. of \$1,241.00 for the Dauphin Manor renovations project.

- F. Change Order #08-001- B.P. 8 Cast in Place, with Macri Concrete, Inc,
in an add amt. of \$12,095.00 for the Dauphin Manor renovations project.

- G. Agreement with Qunique for management services at Dauphin Manor-
maintaining Ray Young as Administrator for the next two years.

- H. Approval to release 32 parcels from the Repository List and waive the
Repository fees to be purchased by the City of Harrisburg:

Parcel Number	Address
6-8-2	1516 ½ North 5 th Street
6-8-4	1514 North 5 th Street
6-8-13	1504 North 5 th Street
6-9-8	1519 North 5 th Street
6-9-11	1515 North 5 th Street
6-9-12	1513 North 5 th Street
11-8-61	1943 Green Street
11-8-60	1945 Green Street
10-16-19	609 Schuylkill Street
10-16-15	617 Schuylkill Street
10-16-12	623 Schuylkill Street
10-15-82	624 Schuylkill Street
10-16-11	625 Schuylkill Street
10-15-81	626 Schuylkill Street
10-16-10	627 Schuylkill Street
10-15-80	628 Schuylkill Street
10-15-79	630 Schuylkill Street
10-16-8	631 Schuylkill Street
10-15-78	632 Schuylkill Street
10-16-7	633 Schuylkill Street
10-16-6	635 Schuylkill Street
10-16-5	637 Schuylkill Street
10-16-4	639 Schuylkill Street
10-16-3	641 Schuylkill Street
10-8-26	650 Schuylkill Street
6-6-25	329 Boyd Street
12-15-48	342 Boyd Street
12-15-49	344 Boyd Street
12-17-34	1520 North 5 th Street
12-17-40	1531 North 5 th Street
12-17-48	1536 North 6 th Street
10-16-9	629 Schuylkill Street

- I. Approval to advertise Amendments to the Hotel Tax Ordinance.

- J. Intergovernmental Cooperation Grant Application by the Derry Township Police Department in the amount of \$10,200 to be used to purchase mobile police communication and automation equipment for the Dauphin County multi-jurisdictional police task forces.
- K. Municipal Recycling Program Grant Agreement between Dauphin County and the PA Dept. of Environmental Protection in an amount not to exceed \$1,566,270.00.
- L. Authorization to satisfy the Affordable Housing Second Mortgage with:
- | | | |
|----|------------------------|------------|
| 1. | Andrea Ackah | \$3,120.19 |
| 2. | Garland & Janice Howe | \$2,176.28 |
| 3. | George & Stacey Danner | \$5,000.00 |
- M. Declaration of Covenants for Henninger Farm Bridge.
- N. Purchase of Service Agreements for FY02/03 between Area Agency on Aging and:
1. Kreamer's Medical
 2. Keystone Residence
 3. Lee's Industries
 4. Jean A. Gabsewics (Consultancy Agreement)
 5. Heinz-Menaker Senior Center
 6. Visiting Nurse Association of Central PA (Consultancy Agreement)
 7. Jewish Family Services of Greater Harrisburg
 8. Capital Area Late Start a/k/a The Rutherford House
 9. Yoffe & Yoffe, P.C.
 10. Extended Family Care
- O. Human Services Development Fund Grant Agreements for FY02/03 between Adult and Family Services and:
1. International Service Center
 2. Parents Anonymous of Central Pennsylvania
 3. Community Action Commission
 4. Program for Female Offenders
 5. Parent Works
 6. Visiting Nurse Association of Central PA
 7. CONTACT Helpline
 8. Puerto Rican Organizing Committee
 9. Yellow Cab, Inc.
 10. Solais, Inc.
 11. Human Services Planning Systems (HSPS), Inc.
 12. Catholic Charities
 13. Catholic Charities
 14. ACCEPT Supportive Care, Inc.
 15. The Volunteer Center
 16. Family and Children Services of the Capital Region
- P. Homeless Assistance Program Fund (HAP) Agreement for FY02/03 between Adult and Family Services and Catholic Charities.

Q. Purchase of Service Agreements for FY02/03 between Mental Health/Mental Retardation and:

1. Country Meadows of Hershey
2. Portraits of Life Adult Day Service, Inc.
3. Sun Home Health Services, Inc.
4. Keystone Community Resources
5. Bonnie J. Glass
6. Red Rose Transit
7. 106 Walnut Law Offices
8. Frank R. Magnelli
9. Aurora Club
10. Elizabeth Solon Frantz
11. Catholic Charities
12. Ann M. Meckley, M.A., CCC-SLP (d.b.a. PROVAD Professional Voice Advantage)
13. The ARC of Dauphin County
14. Mental Health Association of the Capital Region, Inc.
15. Therabilities, Inc.
16. Keystone Service Systems, Inc.
17. Keystone Service Systems, Inc.
18. Keystone Service Systems, Inc.
19. Keystone Service Systems, Inc.
20. Early Intervention Programs, Inc.
21. United Cerebral Palsy Central PA
22. Visiting Nurse Association

R. Staffing Services Agreement between Dauphin Manor and InteliStaf Health Care.

S. Approval by the Board of Commissioners to commit to pay its prorata share of appraisal costs for the following Assessment Appeals:

1. Samuel Berger and Henry Berger – parcel #03-002-016
2. HERCO:
 - a) Hershey Park – parcel #24-009-009
 - b) Zoo America – parcel #24-009-012
 - c) The Greenfields – parcel #24-009-050
3. Jocar Enterprises (United Restaurant Equip.) - parcel #14-038-027
4. Donald C. and Doris L. Hoffman - parcel #'s 63-062-112; 63-062-114; & 63-062-129; and Lindle Road – parcel #63-062-126
5. Lester Miller, Jr. (Feeser Food Distributor) parcel #'s 36-015-041 & 36-015-057
6. Walnut & Third Street, 30 N. Third St., Harrisburg parcel #03-001-060
7. Jonestown Road Associates parcel #'s 35-044-041 and 35-044-038

T. Lease Agreement between Dauphin County and De Lage Landen Financial Service, Inc., for a shredder to be located at 1271 South 28th St. (Bulk Storage).

U. Lease for office space between Dauphin County and Stonesifer Properties for the Weatherization Program.

V. Refunds of County & Municipal Real Estate Taxes:

1. Partial refund of 2002 County & Municipal Real Estate Taxes for 100 Cameron Associates, for parcel #08-033-001, in the amt. of \$2,080.03.
2. Partial refund of 2002 County & Municipal Real Estate Taxes for Angeles Partners XII, parcel #63-072-051, in the amt. of \$3,674.82.
3. Partial refund of 2001 County & Municipal & School Real Estate Taxes for PNC Bank, parcel #47-001-052 in the amt. of \$620.16.
4. Partial refund of 2001 County, Municipal & School Real Estate Taxes for PNC Bank, parcel #24-029-213 in the amt. of \$4,389.95.

XVI. FORMER BUSINESS

XVII. NEW BUSINESS

XVIII. CORRESPONDENCE

- A. Notification from Herbert, Rowland & Grubic, Inc., indicating Dauphin County will apply to DEP for a Water Obstruction and Encroachment Permit for the restoration of Dauphin County Bridge No. 43A, Henninger Farm Covered Bridge, Washington Township, Dauphin County.
- B. Received a copy of a letter addressed to the PA Historical and Museum Commission from Herbert, Rowland & Grubic, Inc., requesting the Historical Society provide conditional approval of the rehabilitation plan for the Henninger Farm Covered Bridge which would facilitate DEP's review and approval of the necessary permits.
- C. Notification from Pennsylvania-American Water Company indicating their intent to install 2900 feet of iron water pipe line in Derry Township, Dauphin County and North Londonderry Township and Borough of Palmyra in Lebanon County.
- D. Notification from Dauphin Engineering Co., on behalf of M. Kevin Ricker Building, indicating they intend to submit an application to DEP for discharges of storm water from construction activities associated with the final subdivision plan of Old Iron Estates, Red Top Road, Lower Paxton Township, Dauphin County.
- E. Notification from Dauphin Engineering Co., on behalf of Bottaro Development Co., indicating they intend to submit an application to DEP for discharges of storm water from construction activities associated with preliminary/final land development plan of Hillside Villas, North Progress Ave., Susquehanna Township, Dauphin County.
- F. Notification from Dauphin Engineering Co., on behalf of TMM Associates, Inc., indicating they intend to submit an application to DEP for a Water Quality Management Part II Permit – sewerage for a final subdivision plan at Townes at Hershey Road, Rt. 39 and Manor Drive, West Hanover Township, Dauphin County.
- G. Notification from Fisher & Associates, Inc., on behalf of Yingst Homes, indicating they intend to submit an application to DEP for a Joint Water Obstruction & Encroachment Permit for the Walnut Run Development, West Hanover Township, Dauphin County.

XIX. PUBLIC PARTICIPATION

XX. ADJOURNMENT

**THE NEXT SCHEDULED MEETING WILL BE TUESDAY, JULY 2, 2002
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.”