

**DAUPHIN COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS' WORKSHOP MEETING
TUESDAY, MAY 6, 2003 (10:00 A. M.)**

**Final
Tues. 5/06/03
8:30 a.m.**

- I. CALL TO ORDER
- II. MOMENT OF SILENCE
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES
 - March 26, 2003 Legislative Mtg.
 - March 26, 2003 Salary Bd. Mtg.
 - April 1, 2003 Workshop Mtg.
 - April 8, 2003 Legislative Mtg.
 - April 8, 2003 Salary Bd. Mtg.
 - April 15, 2003 Workshop Mtg.
 - April 15, 2003 Election Bd. Mtg.
 - April 15, 2003 TEFRA Hearing Mtg.
- V. EXECUTIVE SESSIONS HELD BETWEEN MEETINGS
- VI. PUBLIC PARTICIPATION
- VII. DEPARTMENT DIRECTORS
 - A. Commissioners
 - 1. Presentation of Proclamation recognizing Nurses Week.
 - B. Edgar Cohen, Director
 - 1. Facilities Update.
- VIII. SALARY BOARD
 - A. Area Agency on Aging
 - 1. Eliminate an Aging Case Aide II position, range 6629, salary \$11.77 p/h.
 - 2. Create a full time Aging Care Manager II position, range 6635, salary \$14.32 p/h, effective April 23, 2003.
 - B. Children & Youth Agency
 - 1. Eliminate a County Casework Manager I position, range 0116, step 1, salary \$21.95 p/h.
 - 2. Create a full time County Casework Supervisor position, range 6112, step 1, salary \$18.06 p/h, effective June 3, 2003.

- C. Conservation District
 - 1. Create a full time temporary West Nile Control Program Technician position, range 9050, step 21, salary \$10.71 p/h, effective April 22, 2003.

IX. PERSONNEL

- A. Personnel Items carried over from April 15, 2003 Workshop Meeting. Addendum to the Personnel Packet dated 4/22/03.
- B. New Personnel Items for discussion, Workshop Meeting, May 6, 2003 for approval May 13, 2003 Legislative Meeting.

X. OVERTIME

XI. PURCHASE ORDERS

- A. Ratify Purchase Orders from 4/15/03 Workshop (for a vote 5/06/03).
- B. Purchase Orders for 5/06/03 Workshop Meeting for a vote 5/13/03 Legislative Meeting.

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

- A. Investment Report
- B. Quarterly Budget Amendments for the first quarter budget figures for the Calendar Year Budget funds and third quarter figures for the Fiscal Budget funds.

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

XIV. MATTERS REQUIRING BOARD ACTION – **(Items for vote May 6, 2003 carried over from 4/15/03 Workshop)**

- A. Training Packet
- B. Approval of FY02/03 Per Diem Rates between the Children & Youth Agency and:
 - 1. Chariots LLC
 - Traditional Foster Care \$52.00/day
 - Individual Foster Care \$67.00/day
 - CRR Host Homes-MA approved room bd. & clothing: \$17.00/day
 - 2. Cornell Abraxas Group, Inc.
 - Cornell Abraxas Youth Center Sexual Offender Program \$281.54/day
 - 3. YMCA-Northern Dauphin County Branch (per disturbed list)
 - 4. King's Kids Camp
 - Registration fee/specialized camp experience \$35.00/wk
- C. Authorization to offer Virginia 529 (college savings plan) to employees as an additional benefit.
- D. Request from Zelenkofske Axelrod LLC to amend their contract for the 2002 county audit to reflect a change in the scope of services and related fees.

- E. Request of Treasurer to refund the amount of \$456.87 to Best Western Inn-Hershey. This represents hotel tax money which the hotel paid to the County but was not reimbursed by the State.
- F. Request from Kerwin & Kerwin to grant a partial exoneration from 2002 taxes of their client Reiff & Nestor Company and proposal to pay the 2002 taxes based on the property value established by the Board of Assessment Appeals.
- G. Appointments to the Dauphin County Council on Aging (replacing Mary Ellen Rutter and Beth Kammer) terms will expire December 31, 2005:
 - 1. Walter I. Bohner
 - 2. Herbert Rochman
- H. Addendum to Referral Agreement between Spring Creek Rehabilitation & Health Care Center (Dauphin Manor) and Philhaven Behavioral Healthcare Service.
- I. Termination of Fleet Maintenance Management Agreement between Dauphin County and AMI Leasing.
- J. Proposal to cut costs in the Information Technology Dept.
- K. Reappoint Christopher A. Petersen to the Children & Youth Advisory Board. Term expires April, 2006.
- L. Appoint Albert C. Mauldin to the SEC Youth Council. Term expires December 31, 2005.
- M. Grant Agreement between Dauphin County Conservation District and PA Dept. of Environment Protection for Phase I of the Act 167 Stormwater Management Plan revision for Beaver, Manada and Bow Creeks and Kellock Run (Multi-Creek).
- N. Subordination Agreement with Lori A. Mohn for property located at 319 S. 19th St., Steelton, PA.
- O. Addendum to Medical Director Agreement between Spring Creek Rehabilitation & Health Care Center (Dauphin Manor) and Richard Ulrich, M.D. to increase his compensation.
- P. Adopt Resolution No. 8-2003 authorizing submission of the Action Plan for FY2003 Community Development Block Grant (CDBG) and HOME Program Annual Action Plan.
- Q. United Concordia Acceptance Application (Correction).
- R. Agreement for Renewal of the Preventative Maintenance Contracts between Spring Creek Rehabilitation & Health Care Center (Dauphin Manor) and G. R. Sponaugle & Sons, Inc., for the following services:
 - 1. HVAC units - #71082
 - 2. Electrical Distribution System - #E6068

- S. Adopt Resolution No. 9-2003 authorizing the reallocation of \$161,047.00 for the Washington Township Sanitary Sewer Improvement Project.
- T. Adopt Resolution No. 10-2003 authorizing the reallocation of \$63,985.50 to Royalton Borough Senior Center Project.
- U. Addenda to Agreements between Dauphin County and Otis Elevator Company extending the contract to end December 31, 2003 for the following buildings:
 - 1. Veterans Memorial Building
 - 2. Area Agency on Aging Kitchen Building
- V. Agreement between Dauphin County and Lencioni's Window Cleaning Co. to clean the windows at the Wildwood Nature Center.
- W. Agreement between Dauphin County and Kenney Mechanical for maintenance for the HVAC units at the Wildwood Nature Center.
- X. Agreements between Dauphin County and Performance Services, Inc., for window cleaning at various County buildings:
 - 1. Dauphin County Courthouse
 - 2. Veterans Memorial Building
 - 3. Dauphin County Administration Building
 - 4. 100 Chestnut Street
 - 5. Human Services Building
- Y. Agreement between Dauphin County and G. R. Sponaugle & Sons, Inc. for preventative maintenance of the HVAC units at the Human Service Building.
- Z. Consultant Agreement between Spring Creek Rehabilitation & Health Care Center (Dauphin Manor) and Gerilynn K. Henshell to provide Psychological Services.
- AA. Agreement between Spring Creek Rehabilitation & Health Care Center (Dauphin Manor) and Pinnacle Health Hospice Services.
- BB. Addendum #1 to May 21, 2001 Service Agreement between Dauphin County and Upper Dauphin Human Services Center, Inc., to add \$100.00 for additional phone and janitorial services.
- CC. Addendum #1 to May 20, 2002 Sublease Agreement between Dauphin County and Upper Dauphin Human Services Center, Inc., to add the costs of renting an additional 77 square feet of office space.
- DD. Authorize the Chairman of the Board to execute a Purchase of Service Agreement between Dauphin County and Holiday Inn-Grantville for the Foster Parents Banquet on May 16, 2003.
- EE. Addenda to FY02/03 Purchase of Service Agreements between Children & Youth Agency and:
 - 1. Holy Family Social Services – Amendment #1
 - 2. Pinnacle Health Hospital – Women's & Children's Services Amendment #1

3. YWCA of Greater Harrisburg – Amendment #1
 4. Keystone Children & Family Services, Inc. – Amendment #4
- FF. Ratify a Family Center Grant Renewal Application for 2003-2004 between Dauphin County Adult and Family Services and the PA Dept. of Public Welfare to continue funding for the Dauphin County Family and Community Center.
- GG. Ratify a Haz-Mat Emergency Preparedness Grant with PEMA for a Hazardous Materials Commodities Flow Study.
- HH. Refund/exoneration of Real Estate Taxes:
1. Partial refund of 2002 Real Estate Taxes to Edwin W. & Karen Frese, 4097 West Tilden Road, Harrisburg, parcel #35-102-015, in the amt. of \$153.27.
 2. Partial refund of 2002 Real Estate Taxes to Melvin & Elizabeth Petersheim, 313 Rakers Mill Road, Elizabethville, parcel #66-003-003, in the amt. of \$1,149.78.
 3. Partial refund of 2002 Real Estate Taxes to Dauphin Plaza Associates, LP, Union Deposit Road, Harrisburg, parcel #62-040-053, in the amt. of \$1,268.48.
 4. Partial refund of 2002 Real Estate Taxes to Dauphin Plaza Associates, LP, 3830 Union Deposit Road, Harrisburg, parcel #62-040-012, in the amt. of \$9,259.31.
 5. Partial refund of 2002 & 2003 Real Estate Taxes to George A. & Theresa R. Orf, 310 Glenwood Avenue, Harrisburg, parcel #35-045-167, in the amt. of \$85.43.
 6. Partial refund of 2002 Real Estate Taxes to Paul M. & Elaine Powley, 112 Ashwood Way, Harrisburg, parcel #35-063-064, in the amt. of \$171.70.
 7. Partial refund of 2002 Real Estate Taxes, to Michael J. & Cheryl Donahue, 5995 Mayfair Dr., Harrisburg, parcel #35-116-064, in the amt. of \$157.94.
 8. Complete refund of 2002 Real Estate Taxes to Association of Gateway Court, Gateway Ct. L19 & Ionoff Rd. L20, parcels #62-068-061 & 62-068-45, in the amt. of \$178.95.
 9. Partial Refund of 2002 Real Estate Taxes to Miriam Hertz & Rose Hertz Kahn (Hertz & Kahn Realty), 2801 N. 2nd St., Harrisburg, parcel #10-056-018, in the amt. of \$712.71.
 10. Partial Refund of 2002 Real Estate Taxes to Tyco Electronic, 2100 Paxton St. & 471 Ampwick Dr., parcels #63-024-004 & #63-027-019, in the amt. of \$5,286.43.
 11. Partial Refund of 2003 Real Estate Taxes to Stanley S. & Phyllis J. Hughes, 5821 & 5829 Linglestown Rd., parcels #35-016-020 & #35-016-023, in the amt. of \$1,752.23.
 12. Partial Refund of 2003 Real Estate Taxes to Jeffrey & Lisa Long, 119 Graystone Drive, Hummelstown, parcel #31-002-045, in the amt. of \$32.28.
 13. Partial Refund of 2003 Real Estate Taxes to Brad & Betty Hoffman, Route 209, Millersburg, parcel #66-010-056, in the amt. of \$22.85.
 14. Partial Refund of 2003 Real Estate Taxes to Joseph & Amy Attivo, 846 Woodridge Drive, Middletown, parcel #36-033-115, in the amt. of \$17.88.
 15. Partial Refund of 2003 Real Estate Taxes to Alfred & Joyce Irvin, West of Bindnagle Rd., Palmyra, parcel #24-001-006, in the amt. of \$19.90.

- II. Approval of Change Orders pertaining to Phase I Dauphin County Courthouse Renovations:
 - 1. Change Order #2002-01-06 with Herre Bros., Inc., (HVAC construction) in the amt. of \$31,237.78.
 - 2. Change Order #2002-01-07 with Herre Bros., Inc., (HVAC construction) in a *credit* amt. of \$535.76.
 - 3. Change Order #2002-01-08 with L. R. Costanzo Co., Inc., (General contractor) in the amt. of \$35,027.59.
 - 4. Change Order #2002-01-09 with L. R. Costanzo Co., Inc., (General contractor) in a *credit* amt. of \$3,774.93.
 - 5. Change Order #2002-01-10 with L. R. Costanzo Co., Inc., (General contractor) in the amt. of \$21,367.81.

- JJ. Grant authorization to Terry Davis, Director of Adult Probation, to proceed investigation and contractual contents regarding the housing of state prisoners at the Dauphin County Work Release Center.

- KK. Approval of Black, Davis & Shue as Dauphin County's Insurance Agent of Record and Commonwealth Professional Group as Broker for General Liability and Property for the policy year 2003-2004.

- LL. Adopt Resolution No. 11-2003 authorizing Edgar Cohen, Facility Maintenance Director to complete all required forms and documents for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act in relation to the blizzard of February 17 & 18, 2003.

- MM. Approval of Dauphin County Prison Policies for Captains and Lieutenants adopting the "economic" policies as set forth in the document, retroactive where reasonably possible to the first pay period in January, 2003.

- XV. FORMER BUSINESS

- XVI. NEW BUSINESS

- XVII. COMMISSIONERS' DISCUSSION & ACTIONS

- XVIII. CORRESPONDENCE
 - A. Notification from Librandi's Machine Shop, Inc., indicating that they are preparing an air contamination source permit application to be submitted to DEP to install an automatic electroplating line that will be located at 93 Airport Drive, HIA, Middletown, PA.

 - B. Notification from ACT One Consultants indicating they intend to submit an application to DEP for an NPDES permit for the Quail Hollow residential subdivision located in Lower Paxton Township, Dauphin County.

 - C. Received a copy of a letter addressed to PA Environmental Hearing Board from DrinkerBiddle&Reath LLP regarding the Pennsylvania Waste Industries Association v. DEP, Appeal from the Department's approval of the Dauphin County Municipal Waste Management Plan Revision.

 - D. Notification from The City of Harrisburg indicating the Harrisburg Materials, Energy, Recycling and Recovery Facility has received approval from DEP to submit applications to accept certain types of municipal-like residual waste

for processing at the Facility for a case-by-case approval by the Department.

- E. Notification from Benatec Associates indicating they intend to submit an application to DEP for a new Hersheypark Ride 2004 to be situated along the west side of Park Avenue, south of the sidwinder ride and in the vicinity of Spring Creek, Derry Township.
- F. Received a copy of a letter from the United States Nuclear Regulatory Commission addressed to AmerGen Energy Company regarding Three Mile Island Nuclear Station, Unit 1, relocation of emergency diesel generator maintenance requirements.
- G. Notification from Herbert, Rowland & Grubic, Inc., on behalf of Derry Township, indicating they intend to apply to DEP for a NPDES Permit for stormwater discharges associated with construction of widening of Walton Avenue and relocation of East Main Street in Derry Township, Dauphin County.
- H. Notification from Brinjac Engineering, on behalf of the Borough of Halifax, indicating they are applying to DEP for a general NPDES Permit for stormwater discharges associated with utility and street reconstruction of Third Street between Rise Street and Armstrong Street, Borough of Halifax, Dauphin County.
- I. Notification from Navarro & Wright Consulting Engineers, Inc., on behalf of Tammy Kohler and Premiere 1 Limousine Service, indicating they intend to submit application to DEP for a NPDES Permit for stormwater discharges associated with construction located along the south side of Paxton Street (SR322) in Swatara Township, Dauphin County.
- J. Notification from Gannett Fleming, on behalf of the Millersburg Area Authority, indicating they intend to apply to DEP for Notice of Intent to Apply for Permits necessary for the construction of a new raw water intake on the Wiconisco Creek at the water treatment plant site located in Millersburg Water Treatment Plant, Water, Company Road, Upper Paxton Township, Dauphin County.
- K. Notification from STV Incorporated, on behalf of Sunoco Pipeline L.P., indicating they intend to apply to DEP for a PAG-10, pipeline relocation at the Harrisburg International Airport, Lower Swatara Township, Dauphin County.
- L. Received a copy of a letter addressed to AmerGen Energy Company, from the Nuclear Regulatory Commission regarding the Three Mile Island Station, Unit 1, NRC Inspection Report.

XIX. PUBLIC PARTICIPATION

XX. ADJOURNMENT

**THE NEXT SCHEDULED MEETING WILL BE TUESDAY, MAY 13, 2003
AT 10:00 A.M. - A COMMISSIONERS' LEGISLATIVE 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."