



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

JANUARY 18, 2012

10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Mike Pries, Vice Chairman
George P. Hartwick, III, Secretary

STAFF PRESENT

Laura E. Evans, Esq., Chief Clerk; Marie E. Rebeck, Controller; Janis Creason, Treasurer; Fred Lighty, Esq., Human Services Director's Office; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; August Memmi, Director of Community & Economic Development; Leila Brown, Solicitor's Office; Amy Richards, Press Secretary; Bob Long, IT; Dave Schreiber, Human Resources; Kay Lengle, Human Resources; Brenda Hoffer, Commissioners' Office; Abby Gabner, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

None

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:12 a.m.

MOMENT OF SILENCE

Everyone observed a moment of silence.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve the December 21, 2011 Legislative Meeting Minutes, the January 3, 2012 Organizational Meeting Minutes and the January 4, 2012 Workshop/Legislative Meeting Minutes; motion carried.

It was moved by Ms. Rebuck and seconded by Mr. Pries that the Board approve the December 21, 2011 Salary Board Meeting Minutes and the January 4, 2012 Salary Board Meeting Minutes; motion carried.

It was moved by Mr. Haste and seconded by Mr. Pries that the Election Board ratify the November 23, 2011 Election Board Meeting Minutes (certified as correct from the previous Election Board); motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

The Chief Clerk reported that two Executive Sessions were held. One was on January 2, 2012 regarding personnel matters and the other this morning, January 18, 2012, regarding real estate.

PUBLIC PARTICIPATION

(There was none.)

DEPARTMENT DIRECTORS/GUESTS

(There was none.)

SALARY BOARD

A complete set of Salary Board Meeting Minutes are on file in the Commissioners' Office.

HUMAN RESOURCES

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Personnel Packet.

Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.

PURCHASE ORDERS

Mr. Baratucci asked the Board to pull the last four items on Page 5. Parks & Recreation was able to get these items from another vendor at a reduced cost.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve an amended Purchase Order Packet.

Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe presented the following report:

Report from the Office of Budget & Finance January 18, 2012

- **January 6, 2012** transferred **\$1,343,751.82** to the **Payables** account from the County's Concentration account for checks issued that week.
- **January 13, 2012** transferred **\$5,715,211.15** to the **Payables** account and **\$2,001,761.50** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **Wire Payments since last report: \$192,206.53**
- **Debt Service Payments since last report: \$388,232.17**
- **Total Term Investments**
 - 4/21/11 - **\$10,052,339.20** 12-mo. CD - Susquehanna Bank – **0.750%** - matures 4/19/12
- **Balance today in PA INVEST account #2100017144860: \$1,378.31 rate 0.050%**
- **Balance today in Susquehanna Bank investment account #119002023: \$14,277,382.94 rate 0.250%**
- **Balance today in First National Bank investment account #97014743: \$2,505,000.91 rate 0.450%**
- **Balance today in Integrity Bank Money Market Checking account - #2206001209 - \$26,650,079.84 rate 0.490%**
- **Balance today in PNC Bank investment account #5004319839: \$1,000.24 rate 0.200%**

- Balance today in Graystone Bank investment account #1610000596: \$251,172.94 rate 0.650%
- Balance today in Metro Bank investment account #0536557523: \$101.45 rate 0.120%

No T.R.A.N. Line of Credit required for 2012.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – LAURA E. EVANS, ESQ.

The Northern Dauphin Human Services Center has updated its phone system. The new local number is 717-905-2700. The toll free number remains the same 1-877-893-3344. The conversion took place yesterday.

The Keystone Collections Group has opened a new customer service center to assist Dauphin County taxpayers and employers with their local earned income tax filing. The new tax office is located at 2330 Vartan way, Suite 155 in Susquehanna Township. The website is www.keystonecollects.com.

SOLICITOR’S REPORT – FRED LIGHTY, ESQ., SOLICITOR

All the documents listed for approval have been reviewed by the Solicitor’s Office.

MATTERS REQUIRING BOARD ACTION

- A. Training Packet.
- B. Subordination Agreement for Saul Reyes on the property located at 4711 Londonderry Road, Harrisburg, PA 17109.
- C. Proposal from Industrial Appraisal Company to provide an appraisal for Dauphin County for insurance valuation purposes - \$10,440.
- D. Professional Services Agreement between Dauphin County and Environmental Credit Corp. (ECC) for disposal of refrigerants recovered from appliances.
- E. Stipulation of Settlement for Wister Street Partners, LP, Docket No. 2011-CV-9991-TX, Parcel No. 63-024-117, 601 Gibson Blvd., Swatara Township.
- F. Bailment and Tax Collection Services Agreement between Dauphin County and Mary Ann Kelemen, Tax Collector.
- G. Proposal from Advanced AV Systems to install a Short Throw Interactive Projection System in the Emergency Operations Center.
- H. Resolution #1- 2012 relating to an issuance of tax-exempt obligations by the Dauphin County Industrial Development Authority and a loan of proceeds to the Grantville Volunteer Fire Company to finance a new Central Fire Station.
- I. Letter of Engagement from Mark Stewart, Esq. of Eckert, Seamans, Cherin & Mellott, LLC for consideration of appointment as special counsel.

- J. 2012 HVAC Service Agreement between Dauphin County and Controls, Services & Engineering Co., Inc. – ECC Liebert Unit #22.
- K. 2012 HVAC Service Agreement between Dauphin County and Controls, Services & Engineering Co., Inc. – Radio Project Tower Sites.
- L. 2012 HVAC Service Agreement between Dauphin County and Controls, Services & Engineering Co., Inc. – Emergency Management Agency Main Building.
- M. 2012 Generator Services Agreement between Dauphin County and Tom Stephenson Generator Service, Inc. – Radio Project (13) Tower Sites.
- N. 2012 Generator Services (Annual Preventative Maintenance) Agreement between Dauphin County and Tom Stephenson Generator Service, Inc. – EMA Units (2).
- O. 2012 Generator Services (Annual Preventative Maintenance) Agreement between Dauphin County and Tom Stephenson Generator Service, Inc. – Hazmat Units (3).
- P. Maintenance Agreement between Dauphin County and G.R. Sponaugle – Electrical System Inspection.
- Q. Maintenance Agreement between Dauphin County and G.R. Sponaugle – UPS System Inspection.
- R. Professional Service Agreement between Dauphin County and UniFirst Corporation for uniforms and dust/wet mops.
- S. Professional Services Agreement between Dauphin County and Conrad Siegel Actuaries for the performance of a self-insurance loss reserve valuation for the Dauphin County Worker's Compensation Program as of December 31, 2011.
- T. Partial Refund of 2011 Real Estate Taxes – Parcel #34-027-025-012-0001 (12 Beech Island) – Robert Hileman - \$10.13.
- U. Partial Refund of 2011 Real Estate Taxes – Parcel #34-030-002-007-0001 (7B Beshore Island) – Joseph Miller - \$12.03.
- V. Partial Refund of 2011 Real Estate Taxes – Parcel #56-011-036 (121 S. Hanover St.) – Scott & Connie Klinger - \$99.99.
- W. Partial Refund of 2011 Real Estate Taxes – Parcel #36-022-089 (102 Bradford Ave.) – Steven Hickoff - \$64.68.
- X. Partial Refund of 2011 Real Estate Taxes – Parcel #01-060-004 (105 Hanna St.) – Pedro Cardoso - \$120.73.
- Y. Partial Refund of 2011 Real Estate Taxes – Parcel #24-006-228 (1132 E. Caracas Ave.) – Brent Hoffman - \$228.06.
- Z. Partial Refund of 2011 Real Estate Taxes – Parcel #34-030-002-029-0001 (29 Beshore Island) – Robert & Cindy Williams - \$11.79.
- AA. Partial Refund of 2011 Real Estate Taxes – Parcel #42-029-064 (520 Laurel Ave.) – Karen Lex - \$319.38.

- BB. Partial Refund of 2011 Real Estate Taxes – Parcel #22-005-274 (2501 Chestnut Rd.) – Donald & Deborah Palmer - \$471.18.
- CC. Partial Refund of 2011 Real Estate Taxes – Parcel #24-030-018 (625 E. Main St.) – Valenti Mid Atlantic Realty - \$541.46.
- DD. Partial Refund of 2011 Real Estate Taxes – Parcel #24-50-030 (497 Middletown Rd.) – Kevin & Tina Corty - \$108.08.
- EE. Partial Refund of 2011 Real Estate Taxes – Parcel #01-057-074 (108 Conoy St.) – Peter Marks - \$178.27.
- FF. Partial Refund of 2011 Real Estate Taxes – Parcel #42-030-038 (932 Hoffer St.) – John & Susan Teyral - \$179.73.
- GG. Partial Refund of 2011 Real Estate Taxes – Parcel #01-058-012 (625 S. Front St.) – Elsa Swenning - \$107.06.
- HH. Partial Refund of 2011 Real Estate Taxes – Parcel #01-058-094 (613 Showers St.) – James & Bonnie Wildeman - \$116.49.
- II. Partial Refund of 2011 Real Estate Taxes – Parcel #01-59-008 (713 S. Front St.) – Catherine Carroll-Parker - \$275.91.
- JJ. Partial Refund of 2011 Real Estate Taxes – Parcel #56-011-012 (198 Valley Lane) – Kris Vogele - \$177.81.
- KK. Partial Refund of 2011 Real Estate Taxes – Parcel #56-012-121 (16 W. Canal St.) – Anthony Placeres - \$87.02.
- LL. Partial Refund of 2011 Real Estate Taxes – Parcel #56-012-135 (110 S. Hanover St.) – Jeffrey & Deborah Gingrich - \$165.55.
- MM. Partial Refund of 2011 Real Estate Taxes – Parcel #56-016-118 (65 S. Hoernerstown Rd.) – William & Anne Gaudette - \$271.90.
- NN. Partial Refund of 2011 Real Estate Taxes – Parcel #34-001-036 (1820 Swatara Creek Rd.) – Shirley Gaughan - \$130.64.
- OO. Partial Refund of 2011 Real Estate Taxes – Parcel #31-012-001 (890 W. Main St.) – Laura Kotchey - \$298.30.
- PP. Partial Refund of 2011 Real Estate Taxes – Parcel #24-050-029 (1785 Grove St.) – Carol Cranford - \$129.72.
- QQ. Partial Refund of 2011 Real Estate Taxes – Parcel #36-022-072 (107 Bradford Ave.) – John Gaiski, Jr. - \$157.52.
- RR. Partial Refund of 2011 Real Estate Taxes – Parcel #36-022-102-001-0001 (83 Tioga Ave.) – Dewey Yetter - \$18.53.
- SS. Partial Refund of 2011 Real Estate Taxes – Parcel #34-035-003-009-001 (9 Shelley's Island) – Glenn Harmon - \$44.57.
- TT. Partial Refund of 2011 Real Estate Taxes – Parcel #34-036-067 (Hill Island L35) – Jeffrey & May Anderson - \$19.49.

- UU. Partial Refund of 2011 Real Estate Taxes – Parcel #34-036-082 (Hill Island L19) – Joseph & Marianne Hoover - \$22.40.
- VV. Partial Refund of 2011 Real Estate Taxes – Parcel #36-022-077 (83 Bradford Ave.) – James Policino - \$128.99.
- WW. Partial Refund of 2011 Real Estate Taxes – Parcel #36-013-029-007-0007 (124 Raymond Lane) – Shirley Farr - \$13.76.
- XX. Partial Refund of 2011 Real Estate Taxes – Parcel #36-013-029-001-0001 (1 Five Oaks Village) – Priscilla Avrand - \$8.20.
- YY. Partial Refund of 2011 Real Estate Taxes – Parcel #36-022-063 (124 Wayne Ave.) – John & Dee Pankake - \$108.86.
- ZZ. Partial Refund of 2011 Real Estate Taxes – Parcel #36-030-023 (1425 Vine St.) – Robert & Ruth Ruggles - \$50.47.
- AAA. Partial Refund of 2011 Real Estate Taxes – Parcel #36-022-067 (62 Wayne Ave.) – Linda Raphael - \$126.87.
- BBB. Addendum #1 to the Purchase of Service Agreement between Dauphin County and Olmsted Regional Recreation Board, Inc.
- CCC. Certification of County Funds for the Pennsylvania Farmland Preservation 2012 Program.
- DDD. Satisfaction Piece for Alba L. Gonzalez on the property located at 2012 Berryhill Street, Harrisburg, PA 17104 (\$2,675.00).
- EEE. Amendment to the Letter of Engagement between Dauphin County and Justin McShane, Mental Health Special Counsel.
- FFF. Professional Services Agreement between Dauphin County and Herberling Associates for a Phase I Archaeological Study of an area proposed for development at Fort Hunter.
- GGG. Appointment of Kathy Possinger, Ernie Hoch and Matt Davies to the Solid Waste Advisory Committee.
- HHH. Bid Awards for the Criminal Justice/Judicial Center:
 - 1. General Trades – eci Construction, LLC - \$3,009,700
Alternate - \$21,900
 - 2. Plumbing – Silvertip, Inc. - \$460,000
 - 3. HVAC – Shannon A. Smith, Inc. - \$228,500
 - 4. Electric – Gooseworks, Inc. - \$1,040,000
- III. Dauphin County, PA Deferred Compensation Plan – replace Columbia Acorn Select Fund A (LTFAX) with Prudential Jennison Midcap Growth Fund R (JDERX) effective after proper notice has been provided to plan participants.
- JJJ. Dauphin County, PA Deferred Compensation Plan (Dauphin County Models – Conservative through Aggressive Growth) – replace the Davis NY Venture Fund A (NYVTX) with the Vanguard Total Stock Market Index Fund (VTSMX) and perform the annual rebalancing of the models on 3/1/2012.

- KKK. Appointment of Julie Trogner, Daniel Sheffey, Toni Arnold and Ronald Enders to the SouthCentral WIB Board. Terms will expire January 18, 2014.
- LLL. Appointment of Peter Vriens as Interim Children & Youth Director, effective January 17, 2012.
- MMM. Amendment #4 to the Drug and Alcohol Grant Agreement between the PA Department of Health and Dauphin County.
- NNN. Modification Agreement between Dauphin County and Kint for the existing fire alarm system.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through NNN, listed above under Matters Requiring Board Action.

Question: Mr. Haste – Aye; Mr. Pries – Aye and Mr. Hartwick – Aye; motion carried.

FORMER BUSINESS

(There was none.)

NEW BUSINESS

(There was none.)

COMMISSIONERS' DISCUSSION & ACTIONS

Commissioner Hartwick indicated that a meeting regarding healthcare will be held on February 1, 2012 at Kevin's Place at 6:30 p.m. There is a huge need for medical assistance in the upper end. There will be approximately 60 stakeholders at this meeting.

He also mentioned that he is assisting with the WIB Board with regard to real estate options for a career link location.

CORRESPONDENCE

The following Correspondence was received and handled by the staff appropriately.

- A. Notification from HRG advising that West Hanover Township is applying to DEP for a General Permit-11 for the Sarhelm Road Culvert Replacement in West Hanover Township.
- B. Notification from Mellott Engineering, Inc. advising that Deodate Associates, L.P. is applying to DEP for a NPDES Permit for the Creekside Meadows subdivision/land development plan in Conewago and Londonderry Townships.

- C. Notification from STV advising that PPL Electric Utilities is applying to DEP for a NPDES Permit for the Hershey Reese 69kV Tie Line Div 05 Project in Derry Township.
- D. Notification from Criterium-Yingst Engineers advising that Deer Run HOA is applying to DEP for a General Permit-11 for the Deer Run Phase One B Subdivision in Derry Township.
- E. Notification from Hoover Engineering Services, Inc. advising that Steve Kemper is applying to DEP for a NPDES Permit for the construction of a 2-story single family residential dwelling at 2219 Charles Drive, Harrisburg.
- F. Notification from United Water Pennsylvania, Inc. advising that they are applying to DEP for a stream crossing permit near the intersection of Linglestown Road and Route 322 West.
- G. Notification from Snyder, Secary & Associates, LLC advising that Riverwatch Properties, LLC is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a 2-story office building in Susquehanna Township.

PUBLIC PARTICIPATION

(There was none.)

ADJOURNMENT

There being no further business, it was moved by Mr. Hartwick and seconded by Mr. Pries that the Board adjourn.

Transcribed by: Richie-Ann Martz