



**DAUPHIN COUNTY BOARD OF COMMISSIONERS**

**LEGISLATIVE MEETING**

**FEBRUARY 16, 2011**

**10:00 A.M.**

**MEMBERS PRESENT**

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

**STAFF PRESENT**

J. Scott Burford, Acting Chief Clerk; Marie E. Rebuck, Controller; Janis Creason, Treasurer; William Tully, Esq., Solicitor; Gary Serhan, Deputy Controller; Mike Yohe, Director of Budget & Finance; Randy Baratucci, Director of Purchasing; Edgar Cohen, Director of Facilities Maintenance; Jack Lotwick, Sheriff; Tom Guenther, Director of IT; Leila Brown, Solicitor's Office; Joe Cardinale, Esq., Solicitor's Office; Amy Richards, Commissioners' Office; Melissa Bradley, Personnel; Dave Schreiber, Personnel; Kay Lengle, Personnel; Steve Libhart, District Attorney's Office; Brad Winnick, Chief Public Defender; Greg Kline, Acting Director of EMA; Dan Scully, EMA; Kim Robison, Director of Domestic Relations; Jim Zugay, Recorder of Deeds; Jena Wolgemuth, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

**GUESTS PRESENT**

Matt Miller, Leanne Kolman, Vanessa Brubaker and Jim Roxbury

**MINUTES**

**CALL TO ORDER**

Mr. Haste, Chairman of the Board, called the meeting to order at 10:08 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. Hartwick and seconded by Mr. Pries that the Board approve the January 19, 2011 Legislative Meeting Minutes, the January 26, 2011 Workshop Meeting Minutes and the February 2, 2011 Legislative Meeting Minutes; motion carried.**

**It was moved by Ms. Rebeck and seconded by Mr. Pries that the Board approve the January 26, 2011 Salary Board Meeting Minutes; motion carried.**

## **EXECUTIVE SESSIONS HELD BETWEEN MEETINGS**

Mr. Burford: As you know we did have an Executive Session involving litigation on February 9, 2011.

## **PUBLIC PARTICIPATION**

Mr. Haste: We are at the point in time in the meeting for public participation. Is there anyone in the audience that would like to address the Board? (There was none.)

## **DEPARTMENT DIRECTORS/GUESTS**

### **A. Greg Kline and Dan Scully, EMA**

#### **1. Presentation on Emergency Operations Plan**

Mr. Kline: We are here to give you a brief overview on the County's Emergency Operations Plan. Dan Scully from our agency, who is the primary author of that plan, is here to help with that today.

Mr. Scully: As you know the Emergency Operations Plan is due for promulgation every two years. PEMA sends out information on what type of information they are looking for inside the plan. The plan that you have before you is based off of that initial guidance. I have expanded some to involve municipalities. PEMA has permitted municipal EMC's to promulgate the Dauphin County plan as their own; basically saying that the County did the legwork on the plan, we are onboard with this. It kind of saves them from doing some work. The vast majority of our municipal coordinators are volunteers with other

careers. They are not planning specialists. It is a service that we could offer to them. The previous version of the plan is built for Dauphin County. It did not have any stipulation regarding municipal responsibilities and authorities. Under Title 35 municipalities, the lowest form of government, are responsible for its own jurisdiction. The plan did not specifically spell that out. We had some municipalities that were reluctant to promulgate, because they were afraid it was going to take away their authorities and responsibilities. I took our plan and spelled out what the County responsibilities are, what the municipal responsibilities are so that it is in writing that we, the County, is not taking over. We are extending the offer...here is our plan. It spells out what we are here for and it spells out what you need to be responsible for, which nothing has changed, it is just in writing so they would be more comfortable promulgating that plan.

Mr. Haste: Are they also obligated to do this every two years?

Mr. Scully: Yes, they are.

Mr. Haste: Are they aware of that?

Mr. Scully: Yes.

Mr. Haste: Does it make any sense for us to just send them a little reminder notice or will PEMA do that?

Mr. Scully: Actually we do. Our planning specialist, Kirsten, is in direct contact with the EMC's on a regular basis for the different planning components. They are in constant contact with us throughout the entire two year process when this comes up for promulgation.

Mr. Pries: Very detailed and very organized. You guys are the best at what you do and I'm very pleased and proud of the work that you do on behalf of us as Commissioners and a quarter million residents of the County. Obviously other agencies see this and want to implement it and it shows the professionalism that you guys have put forth.

Mr. Hartwick: Thanks for your efforts.

## **B. Leanne Kolman, Motorola**

### **1. Presentation regarding the Maintenance Service Agreement Proposal**

Ms. Kolman: My name is Leanne Kolman. I'm with Motorola. I wanted to take a minute and give you a little bit about my background. I've been with Motorola 41 years and out of those 41 I have been a service manager for 30 years. Hopefully I have crafted and designed a service plan to support your existing radio system using my expertise.

I also want to say that Motorola considers Dauphin County a very key component in letting other jurisdictions see how satisfied you are within the Commonwealth of Pennsylvania. We thank you again for choosing Motorola. We really appreciate that.

There are various components that are put together to support your system. Your system is called an Astro 25. That is the name of the technology. The industry calls that a P25 or Apco 25. That is certain standards that are required for public safety entities. The pieces that I put together for the service agreement include network monitoring and security, dispatch, onsite response within 2 hours and board repair and advanced replacement in the event that something breaks and you need a spare. We will ship it directly out overnight and also a software portion of it. You will see that software is a very key part to going forward in keeping the platform stable.

The system support center is located in Shamburg, Illinois. If the exception of our onsite response, all of the services that I provide are managed from this central location; that is your security monitoring as far as watching the system, making sure you don't have any outside intrusion into the system. These radios are essentially computers.

With regards to the network and security monitoring, we do monitor the radio network at all times. We view and see if there are viruses inside and outside the system. Once again that is very vital because it is a computer. It is not only a talking radio, it is essentially driven and controlled and managed by computers.

Dispatch service, we have a 1-800 number that you end users would call in and open up a case. That immediately engages all the Motorola services and if an onsite response is required we would engage the local shop. They have a 15 minute window in which they have to respond to the call. If that 15 minutes is not contractually met, then it rolls up to me as an escalation. At all times Motorola has a view on the status of your system and what resources need to be engaged.

Onsite infrastructure response is being provided by Capital Area Communications. They currently maintain your legacy system and they installed, optimized and are presently supporting the new radio system right now. We required that they be certified. Motorola requires that they be factory trained so you have the very best feet on the street engaging in the response and restoration of your system. Motorola very stringently measures those servicers to make sure that we have the right partner in supporting your account.

Another element of the contract is technical support. We actually have a test bed set up in our Shamburg location identical to your system. In the event there is an issue in the field that cannot be resolved by our local technical people we go and recreate that issue right on the test bed and get you that resolution very quickly. Once again we are very sensitive to public safety users and responders. We are also very fortunate that we have what I call experts. They are called system technologists. They actually live within an hour of the County and he actually was responsible for installing and optimizing the system as well. We are very fortunate that these people are at our beck

and call should we have a need that can't be resolved in our test bed, but we need the local experts. It is a good thing to have them so close, within an hour.

What also is included is board repair. So any of the modules within your system, if there is a failure and you don't happen to have a spare and by the way you did buy a very ample amount of spares, but there is always maybe that one that you may not have, we can next flight it out to you and then swap that board, put your system back into service and then send the existing board in for repair.

I think that we have hopefully covered all elements of your systems from a support standpoint. Since the radio system is computer driven, it is vital that you maintain...we have two types of service agreements on the software. One just includes the software itself and one includes the software and an upgrade, labor and any hardware that is required. The software by itself is just the software, released twice a year. It is not engaged, not employed in the system. The software upgrade agreement includes the software, labor and any hardware that maybe required like servers, whatever might be required to bring the system up to the latest platform.

(The Commissioners were provided with the offerings that were presented.) Greg and Scott have asked me to come up with several options for the County to take a look at. My own personal recommendation is the last offering. I felt that I very carefully tailored the support plan to the County and the resources that are required.

Mr. Haste: What do the numbers at the top mean, the 8-3-10, 1-12-11 and 1-24-11?

Ms. Kolman: Those are the dates that I had presented offers to the County. Scott and Greg asked me to come back and tweak this; being ever so aware of budgeting and the amount of dollars.

Mr. Haste: Tom, have you looked at this?

Mr. Guenther: No, this is all Greg.

Mr. Kline: These services have been provided through Motorola as part of the original warranty with purchase of the system. That warranty expired January 19, 2011. Motorola has been carrying us for maintenance services since January and Leanne has ensured continuity of services up and through a date in March. The purpose of today's presentation was to start the dialogue and discussion. I have no issues in sitting down and doing some explanation to Director Guenther in having some dialogue generated there as well.

Mr. Pries: I have only heard great things about the system since it has been implemented. How long was the warranty?

Ms. Kolman: It was a one-year warranty.

Mr. Pries: I'm looking at these numbers and my initial reaction is wow that is expensive. Obviously the amount of radios that are out there, it is a public safety issue, we are certainly going to have to address this moving forward. The radios are going to need to be upgraded or serviced. I'm still putting my arms around this aspect of the system. I'm going to need more time to digest what I see in front of me prior to asking more questions or making anymore comments on.

Mr. Hartwick: We have taken a look at this. There was some dialogue early on when we were considering which company to select and how the maintenance agreement was going to come in. We talked about how we were going to be able to handle this when it comes. Can you bring us up to speed? I don't want to put ourselves in a position...we do not have an identified way to pay for this ongoing and we kicked around and discussed some shared cost ideas throughout the community who is also utilizing the radio system. I don't know where we are at with that conversation or dialogue. I would like to do some significant digestion. I really need to get a much better understanding of what is in this proposal. There may be options outside of the software support to still maintain a level of upkeep and satisfactory maintenance of the actual radio communications system.

Mr. Burford: There are a couple of options that we considered going down this track. One was to see if there would be a local provider that could maybe step in and provide some maintenance services to our system. Obviously being a proprietary system we were limited in some ways. I would ask Greg to speak to that in particular. I will say that one of the local providers that is an authorized representative of Motorola is also the person that Leanne and the Corporate Office of Motorola subcontracts to actually come onsite to do the work. We found that if we would have gone to a local provider we would have had a premium charge on top of that to have that service delivered onsite to the end user. That is about the best summary I can give. Technical detail I would refer to Greg. Related to the funding sources, during the budget season this past Fall, this service did come up. We had planned for it. It is an ongoing service. Regarding the funding streams, maybe Greg might be the better person for that. We have a couple of options. Some of the options might be drying up as we forecast forward in the next two to three years. There was one more.

Mr. Hartwick: The dialogue related to other municipalities and the sharing of costs.

Mr. Burford: I don't believe we got too far with that dialogue simply because just trying to frame up what type of maintenance agreement at this point the County needs to service its own equipment. Just framing up what services we need is pretty much where we are at this point in time. Opening up the dialogue with the local emergency coordinators of each municipality, I don't believe we got that far yet.

Mr. Kline: You would be correct. The only exception to that would be Derry Township Police Department. Derry Township had a desire to purchase some additional components to the system. Those components are covered under our warranty and

Derry Township does pay us on an annual basis for those maintenance support services that Motorola charges us.

Mr. Pries: So, we already set a precedent in terms of at least one municipality participating in paying back on an annual basis. I think Commissioner Hartwick has a great point. We need to have that discussion with the other municipalities. How many radios are out there?

Mr. Kline: Approximately 3,000.

Mr. Pries: When I hear that number and I look at this number that's starting to be more palatable to me. I understand this number now.

Mr. Kline: Commissioner Hartwick you spoke to a difference in the number that is being presented today versus what was talked about during the selling of the systems when we were in that RFP process. One thing that has changed since then is the numbers that Motorola projected at the contract signing are pretty accurate and stayed pretty much on track with what is being offered today with the exception of one area. Since the initial contract signing, Motorola has offered a service called "upgrade assurance". It is SUA2, Software Assurance 2. That helps level out the long term costs for future upgrades and featured technology changes. On the hardware side of the house to allow those software changes to work and to have more feature functionality based upon those software offerings that is where those numbers change a little bit. It kind of gets into the discussion of how do we want to manage costs long term. Do we want to do more of a lease type scenario where we level the costs out or are we more looking at having annual spikes in what that maintenance contract could be to offset some additional hardware replacements? The hardware break/fix contracts simply breaks part and pieces of the system that break. The software agreement with the added on hardware option allows us to replace servers that are no longer capable of running the newer software. That is where the primary difference comes from in the numbers from where the original contract offering was to where we are today.

Mr. Hartwick: The funding stream and how we plan to pay for this ongoing.

Mr. Kline: The current funding stream, radio infrastructure is not eligible under the wireless 9-1-1 legislation and the funding source would be the wired line 9-1-1 funds.

Mr. Haste: Which are going down every year.

Mr. Kline: Correct. There are a few areas where we are able to leverage some wireless funds, but they do not make up the bulk of that money.

Mr. Hartwick: Do you have any projections as it relates to annual anticipated costs that can be reimbursed to the wired funds versus what you are going to be expecting over the next couple of years out of the County General Fund allocations?

Mr. Kline: From a wireless standpoint, we are seeing very little wireless money that is eligible on the radio side. We've started to look at some of those budget projections for what those long term impacts are going to be. That is something that hasn't gotten a whole lot of look at right now. We are anxiously awaiting the new director of EMA to come and help format in what we are going to be doing for budget strategy in the upcoming years. We have an idea year-over-year of how much landline revenue that we are losing and what the number of access lines that are being switched from landline telephone service to voice over IP Service. So, we will be able to do some of those projections.

Mr. Hartwick: That is important to me. Take a look at it. We have to figure out a way to offset our General Fund future expenses. Any plan that is going to enable us to keep, I believe this is a first-rate communications system. Reading horror stories about the State, this has been done right. Thanks to the buy-in from the emergency management community, police, EMA and the work that has been done out at our EMA to engage folks over a long process. We decided on the right system, even though I raised some objections during that time period. The Board made the right choice. The concern that I have is the increase in cost and what we are going to have to pay for from the General Fund. We need to discuss this seriously during the budget hearings. Seeing and understanding what our strategy is will give me a better comfort level as we move forward. Budget seasons are going to continually get increasingly more difficult. This Board is clear that we don't want to place that burden on the backs of the taxpayers. I'm anxious to see the plan. I would like to get started on that yesterday.

Mr. Haste: I understand the software side of it. If this hardware is fairly new why do we need to have this on it now? Why couldn't we wait a year to add the hardware and maybe pay as we go for a year? If it is relatively new and I wanted to see if there was any thought to that and see how that would compare. What is budgeted for this year out of this plan?

Mr. Kline: The initial budget that was prepared for this year was based upon the original numbers of the August 3 offering from Motorola.

Mr. Haste: So, those numbers are in your budget?

Mr. Kline: Correct.

As far as some reasons why we would want to move forward with the hardware option, we are actively working with another county for back-up redundancy 9-1-1 level services. That county is actively seeking a new radio system. There is a lot of potential to allow their new radio system to be a back-up for our system and our system to function as a back-up for their system, if they would choose the same provider. That UAP contract would help us offset any hardware costs associated with any other upgrades that we may need to make those systems stay at the same level to achieve that interoperability or redundancy. I would have to speak to Leanne on if we would not engage in the upgrade assurance offering on the initial terms how those impact the next

year's budget or if those numbers go up because you haven't been paying in every year.

Mr. Haste: You are talking about Lancaster.

Mr. Kline: Correct.

Mr. Haste: I thought I heard you say in there that if they go with it and they have the same provider that could help us on the hardware side.

Mr. Kline: That would help us on a redundancy side. If they implement at a version 7.9 and we are currently running on version 7.7, it is very likely that we would have to make that jump in technology to the same version and platform that they are on. That most likely will require some type of hardware upgrade.

Mr. Haste: Chances are that is going to be above this. If that happens you are going to come in here and say this is for our ongoing support, we are going to need more money to upgrade.

Mr. Kline: The SUA2...

Mr. Haste: That's on the software side.

Ms. Kolman: It includes hardware too.

Mr. Hartwick: If Lancaster goes with the Bentley we have to keep up with the Jones'.

Mr. Kline: They are just now getting ready to do their RFP. Their RFP is going to be based on the newest technology available from Motorola. We are slated to go through a Motorola upgrade in September of this year. That will take us from where we are right now, 7.5 to 7.9. Depending upon where Lancaster is with their implementation will depend upon what platform is actually staged for them, if Motorola is the successful provider and what actually is delivered to them.

Mr. Hartwick: What is the specific cost of the SUA protection is?

Ms. Kolman: It is \$482,584.

Mr. Pries: What happens is Motorola is not the approved provider?

Mr. Kline: If Motorola is not the approved provider. We know the following to be true already. They have received approval from the FCC for licensing of radio frequencies that are in the same radio spectrum that we operate in. Our users would have some direct inner-operability through project 25 in the subscriber equipment. What we would lose if Lancaster does not choose the same would be this back-up capability that if we lose our master site our radio communications would be hampered to a degree. If

Lancaster would choose to go with Motorola there is the very good potential of using their master site to back-up our master site. The day-to-day public safety communications would work just like it would on any other day.

Mr. Haste: They could still be our back-up and we could still be theirs. We would just have to buy additional equipment and install in both places. It would be more costly, right?

Mr. Kline: Potentially, depending on how that got rolled out. With them being in the same frequency band that means that the equipment that has been provided to fire and EMS would work if they would go into Lancaster County for a mutual aid or if Lancaster units responded to Dauphin County. They just don't have all that inherent back room technology. The functionality is a little bit different.

Mr. Pries: The reason we are negotiating with Lancaster County as opposed to any other adjoining counties is what?

Mr. Kline: There is a good working relationship there with those entities.

Mr. Haste: We've talked for four or five years with them about doing this. It made more sense than us going out and getting our own back-up site and them getting their own back-up site.

Mr. Pries: Lancaster as opposed to...

Mr. Haste: They had an interest the same time we had an interest. That is really how it started. It wouldn't preclude someone else, but that is how it started.

Mr. Kline: Correct. Tom Guenther has been part of those disaster recovery scenarios that we are looking at right now and he is very much a part of those ongoing discussions and where we are at with those.

Mr. Hartwick: I would propose in more traditional ways to try to negotiate a better deal, since we've given Motorola a competitive advantage in Lancaster they should really significantly reduce our costs. Obviously the idea is this is all hard costs, not much room for negotiation and not much room for breakout from what I'm hearing from local contractors.

Mr. Haste: What would it cost for a year to pay as equipment broke versus this? The only answer that I got was well you could do that, but we are going to hose you when you start.

Mr. Kline: I would have to defer to Leanne to give a better answer.

Ms. Kolman: Certainly that is always an option. Time and material is always an option, however, what tends to happen is that you don't have your proactive necessary routine

maintenance that is done on a usual basis. At that particular time there is degradation of particular parts and pieces and then it would actually probably cost even more from the standpoint of bringing it back up to the standards. It is operating at peak capacity.

Mr. Haste: How old is the equipment now?

Ms. Kolman: It is a year into warranty, but master site has been there almost two years in July.

Mr. Haste: The life of a master site is?

Ms. Kolman: Equipment hardware it gets upgraded through the software agreements. I'm not sure what we committed to as long as you stay current on your...we don't intend to change our technology platform. We just increase it and enhance it on the leases. What you currently have is where we will be and then as enhancements...

Mr. Haste: Why don't you take a look at what it would cost for a year or two to do a pay as you go with the understanding that at some point in time there is a punch list or walk through to be made whole for whatever you need? To me it just seems that if we are this new into the equipment if the equipment is that good the need is not that great right now, I would think.

Mr. Pries: That's a good point. The Safety & Security department, I have to look at Randy Baratucci from Purchasing, who brought this to my attention. We had purchased brand new x-ray machines ten years ago. We had gotten a service agreement number in year three when we had a problem with one machine. I was looking at the time to buy into that service agreement, however, Randy correctly pointed out until you reach that number in costs to fix any repairs why purchase that service agreement. Nine years later, Randy thank you, we have not purchased a service agreement and saved over \$100,000 in service agreements for that one department. Here we are talking about 3,000 pieces of equipment which is a different ballgame.

Mr. Haste: What does each unit cost? What does a handset cost?

Mr. Kline: Depending on the handset, roughly \$5,000. A comment that I would like to make is those hardware offerings and the software offerings give us access to entities within Motorola that without those contracts in place we may lose access to. For example, if we end up with a major issue and it happens from time-to-time and we get direct access to Motorola engineers that are the guys back in Chicago that make this stuff work that put the plans together that know how the equipment operates so that when we do have a failure if it escalates to the need to get them involved they are brought to the table. Motorola has been very good at doing that do this point.

Mr. Haste: Are you saying that without this contract they wouldn't do that?

Mr. Kline: Under just a...

Ms. Kolman: It would be billable. Not that we wouldn't do it. We would always do it and always respond, but it would be a billable charge. The key point that Greg is bringing up is I touched upon that, the system technologist who knows you system inside and out. We would have to have him and charge for him to do anything. If he had other maintenance agreements that he was working on...

Mr. Haste: Isn't that software driven? He's going to come in for software issues, right?

Ms. Kolman: Not necessarily. We had a couple of console issues he came in on probably about two months ago.

Mr. Haste: I understand that, but if in fact the equipment is somewhat new and if the equipment is as good as Motorola has sold it to us to be I would think in the first few years that the need is less than it would be in multiple years down. What I'm asking is that someone does an analysis on what it would be on a pay as you go for a short period of time as opposed to buying the insurance policy to insure us for whatever may happen at some day/some time. Oftentimes and this tends to be with emergency services, we pay and budget for disasters that we know historically happens every 36 years, but we are going to pay for it every year. I don't know if that's the way we need to keep on going.

Mr. Kline: I understand what you are looking for and I can work with Motorola to get that.

Ms. Kolman: We have certainly all the...

Mr. Haste: We have done this in other areas in County government, self-insured. If in fact it gets to the point and we know it is going to cost...I would rather pay ourselves into an account of self-insurance as opposed. There comes a point where it doesn't make sense, but I would rather set it aside and do that as opposed to just giving it to some other company and say maybe we will spend \$500,000 maybe we won't.

Mr. Kline: I understand. We'll work with Motorola to get some cost projections in that area.

Ms. Kolman: We have all the data prior to our warranty period and during the warranty period of how many calls, what we've had to do, how long it's taking. I think we can put that together for you very quickly.

Mr. Haste: Thank you!

Mr. Pries: Great presentation. Dan, same with you. Thank you very much!

## **C. Edgar Cohen, Facilities Maintenance**

### **1. Update on Projects**

Mr. Cohen: I'm here to give you a quick update on 2011 capital projects that we have implemented within our department. Hoffman Street, we had some rewiring work to be done. That has been completed along with some installation of some new lighting fixtures to get it ready for Adult Probation. The Courthouse – we have stairwell D, which is the back side next to the Sheriff. We got some painting work to be done on the handrails. We need to change out some fixtures on the lighting in the stairwell. The deliberation rooms – we are renovating the bathrooms. They are the original bathrooms from 1940. We are also looking to put down some carpet. The big task that we have undertaken and working with vendors and both elected officials. There are some growing pains here. I will work things out. I'm looking to renovate the Prothonotary's Office and Register of Wills Office. It is going to involve switching locations of each office. Basically where Register of Wills is we will move the Prothonotary's Office and vice versa. There are some drawings that are in the works to show both elected officials how this space will be designed. It will be more modernized to today's needs as opposed to 1940's needs. Both offices have grown, but the Prothonotary's Office has grown more and they are required to keep more things on hand than electronically.

Mr. Haste: Are the holding cells done?

Mr. Cohen: The holding cells are done except for the commodes. I'm working on a time with Mike to get a time where we can get in to actually do the commodes. The bars itself have been renovated. You can get a wheelchair in. New locks have been installed. On the weekends we will paint the new railings to match the existing colors that they picked from beforehand. The commodes are the same type, but ADA style. We did look at putting in a combination unit, but the price of it to put one in versus the normal type of commode was a lot higher.

Bulk Storage – We are looking to go out to bid sometime in the early summer for emergency generator to be installed out there. There is no type of emergency back-up. As you know the Coroner's office is busy and the coolers itself. I do have an emergency system in place if something would happen. This is something that will help out for the Coroner's Office. The last thing is the moving of the racking in the warehouse to be able to add some storage space for different offices that need a secured space to store their items.

Mr. Pries: Under Courthouse for the proposed Prothonotary/Register of Wills renovations, who is going to be performing that work, outside of what your folks in the Maintenance Department will be doing?

Mr. Cohen: Contractors, you have the sprinkler, a little bit of HVAC, some carpeting.

Mr. Pries: Who does the physical wall movements, those types of things?

Mr. Cohen: If it is a load bearing wall or something like that we can't move, but any kind of interior wall building we would do. The drop ceilings we have done. Any type of major renovations as in the sprinkler, smoke detector, reconfiguration of the duct work will be done as an outside contractor, as well as carpeting. The building of the counter will be done outside.

Mr. Pries: Your timeline on the switching of the offices?

Mr. Cohen: I'm working with the architect for different drawings and once it is nailed down I will have to get approval from both elected officials. The PJ is definitely good, but I want to get the blessings from both elected officials. Once they approve that I can give you a better timeline.

Mr. Pries: Speaking of the PJ and the Courts, I know Judge Evans has had some issues with the lighting in his courtroom.

Mr. Cohen: The lighting has been put in and it went bad again. Concept Energy is looking at the project.

## **SALARY BOARD**

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

## **PERSONNEL**

Ms. Lengle: We have an Addendum. Are there any questions on any of the items in the Addendum?

Mr. Hartwick: Due to the departure of our Chief Public Defender to the State, I want to announce the promotion of a person who has served the Courts well in the position of Assistant Chief Public Defender. He certainly is hitting the ground running in our dialogue about much more engagement in the frontend of services particularly in the cases of juveniles, Pre-Trial. We are excited about this appointment. Congratulations to Brad Winnick.

Mr. Winnick: I thank you for the opportunity and I look forward to working with all of you.

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

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

Mr. Hartwick: We are saving money in the Public Defender's budget.

## **PURCHASE ORDERS**

Mr. Baratucci: I was asked to add one for today. It is on Page 15. It has to do with the work stations for the 9-1-1 Center based on the new hires. There are three new work stations. It is the same company that was chosen three or four years ago. It is a very extensive work station. There was a thorough review done and these are the type of items that were picked. This would be for three additional work stations. Commissioner Pries had asked that we add it to the packet to get it approved.

Mr. Pries: This is a necessary addition to the facility out there to provide the appropriate equipment and the station necessary as we move forward with the projected anticipated switchover from City dispatch to County operations. The rest of the packet is the same. The one budget issue was corrected.

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

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

## **Blackberry Request**

Mr. Baratucci: I have a Blackberry request from a detective in CID. It is a personal one. He is paying for it himself. We would just like to have your approval for that as well.

**Since there is no County incurred cost, it was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Blackberry Request for a detective in CID.**

**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 February 16, 2011**

- **February 4, 2011** transferred **\$368,843.06** to the **Payables** account from the County's Concentration account for checks issued that week.
- **February 11, 2011** transferred **\$4,993,755.93** to the **Payables** account and **\$1,920,465.87** to the **Payroll** account from the County's Concentration account for checks issued that week.

- **Wire Payments since last report: \$1,999,360.07**
- **Debt Service Payments since last report: \$783,622.54**

Mr. Pries: For my personal edification. Again, could you please give us a summation of what the definition of the wire payments are? They go to what?

Mr. Yohe: There was nothing that stuck out on that one. There were probably a dozen that totaled that. Some were the gaming grants and those are wires that go directly to our IDA who then pays it out. The rest of it is some home program, CDBG, direct payments out of our account.

- **Total Term Investments**
  - 12/16/10 - \$ 5,033,620.15 3-mo. CD - Graystone Bank – 0.500% - matures 3/17/11
  - 1/13/11 - \$10,002,855.63 6-mo. CD - Susquehanna Bank – 0.550% - matures 7/14/11

Mr. Yohe: The tax monies, probably by the next report, are going to start coming in. You will see in the next couple of weeks, this is my only option to put stuff out at a fixed term to get any kind of rates. This will start to grow in a couple of weeks.

- **Balance today in PA INVEST account #2100017144860: \$1,377.85 rate 0.060%**
- **Balance today in Susquehanna Bank investment account #119002023: \$18,826,671.37 rate 0.250%**
- **Balance today in First National Bank investment account #97014743: \$7,547,802.85 rate 0.580%**  
(This rate equals today's PLGIT-Class interest rate of 0.030% plus 55 basis points)
- **Balance today in Citizens Bank Municipal Money Market Checking account #6221269710 - \$100.00 rate 0.00%**
- **Balance today in Integrity Bank Money Market Checking account 1- #2206001209 - \$5,031,609.13 rate 0.650%**
- **Balance today in Integrity Bank Money Market Checking account 2- #2206001217 - \$5,037,570.27 rate 0.850%**
- **Balance today in PNC Bank investment account #5004319839: \$20,734,816.56 rate 0.300%**
- **Balance today in Graystone Bank investment account #1610000596: \$1,035.61 rate 0.350%**
- **Balance today in Metro Bank investment account #0536557523: \$101.34 rate 0.120%**

**No T.R.A.N. Line of Credit required for 2011.**

Mr. Pries: It would be nice if some of the banks that have the higher interest rates would take more of our money.

**REPORT FROM CHIEF CLERK/CHIEF OF STAFF – J. SCOTT BURFORD**

Mr. Burford: Nothing to add Commissioners, but happy to answer any questions. (There was none.)

**SOLICITOR’S REPORT – JOE CARDINALE, ESQ.**

Mr. Cardinale: The Solicitor’s Office has reviewed the items requiring action and has nothing to report. I would be happy to answer any questions you may have. (There was none.)

**MATTERS REQUIRING BOARD ACTION**

- A. Training Packet.
- B. Proposed Stipulation of Settlement of Pine Street, LLC, 116 Pine St., Harrisburg, Tax Parcel #04-029-013, Docket No. 2009-CV-15678-TX.
- C. Agent and Depository Agreement between Dauphin County, Dauphin County Treasurer and Julie Ann Wilt, Treasurer, Lower Swatara Township. County and Treasurer agreed to act as depository for purposes of receiving and collecting all real estate taxes beginning 1/1/2011 – 1/2/2012.
- D. Contract between Dauphin County and Mahantango Enterprises, Inc. for the Scrap Tire Disposal Collection event on April 23, 2011.
- E. Radio Systems Maintenance Contract between Dauphin County and Capital Area Communications for maintenance of the Dauphin County microwave communications system for the period 2/1/2011 – 12/31/2012.
- F. Promulgation – 2011 Dauphin County Emergency Operations Plan.
- G. Resolution #5-2011 authorizing and acknowledging the \$3 million RACP Grant to finance the Hamilton Health Center in South Allison Hill project and authorizing the execution of an Approval Certificate for the project.
- H. Resolution #6-2011 authorizing and acknowledging the \$3 million RACP Grant to finance the Olde Uptown Harrisburg project and authorizing the execution of an Approval Certificate for the project.
- I. Resolution #7-2011 authorizing and acknowledging the \$2.5 million RACP Grant to finance the John J. Shumaker Public Safety Center project and authorizing the execution of an Approval Certificate for the project.
- J. Sub Grantee and Cooperation Agreement by and between Dauphin County, Harrisburg Regional Chamber & CREDC and Hamilton Health Center for a Redevelopment

Assistance Capital Program (RACP) grant of \$3,000,000 to fund the 50,000 square foot renovation of the new location of the Hamilton Health Center project in South Allison Hill.

- K. Sub Grantee and Cooperation Agreement by and between Dauphin County, Harrisburg Regional Chamber & CREDC and WCI Partners, LP for a RACP grant of \$3,000,000 to fund acquisition, development and construction activities in Olde Uptown Harrisburg project.
- L. Sub Grantee and Cooperation Agreement by and between Dauphin County, Harrisburg Regional Chamber & CREDC and Harrisburg Area Community College for a RACP grant of \$2,500,000 to fund construction of the John J. Shumaker Public Safety Center project in the City of Harrisburg.
- M. Comcast Business Class Agreement for County-wide enterprise communications services for Wide-Area Network for 60 months.
- N. Repository Bid received from Antonio I. Miller, Parcel No. 15-006-005, 1923 Herr Street, City of Harrisburg - \$800.
- O. Purchase of Service Agreement with BOYO Transportation.
- P. Purchase of Service Agreement with Higher Information Group for printing services.
- Q. Partial Refund of 2009 & 2010 Real Estate Taxes – Parcel #24-009-017 (19 E. Chocolate Ave., Hershey Chocolate Corporation) - \$5,007.74.
- R. Partial Refund of 2009 & 2010 Real Estate Taxes – Parcel #01-056-005 (525 S. Front St., Harrisburg Hospitality Group, LLC) - \$11,344.83.
- S. Resolution #8-2011 authorizing the Dauphin County Industrial Development Authority to undertake issuance of its tax exempt revenue obligation (the Proposed Obligation) in an amount not to exceed \$670,000 and make a loan of the proceeds under the Pennsylvania Department of Agriculture “First-Time Farmer” program to Robert Enders for the acquisition of an approximately 218 acre farm at 1196A Tourist Park Road, Halifax Township.
- T. Agreement between Dauphin County and Zelenkofske Alexrod LLC (ZA) – Addendum to the 2010 County Audit.
- U. Amendment #1 to a Purchase of Service Agreement between Children & Youth and Justice Works Youth Care.
- V. Adoption Assistance Agreement #2010-68 and #2011-02.
- W. Amendments to Purchase of Service Agreements between Drug & Alcohol and:
  - 1. Substance Abuse Services, Inc.
  - 2. Alder Health Services, Inc.
- X. Amendment #1 to Purchase of Service Agreement between MH/MR and Cumberland/Perry Mental Health/Mental Retardation Program.
- Y. Subscriber Agreement between Dauphin County and Rapid Remedy, LLC for medical evaluation and treatment by a licensed physician through video conferencing and Internet based applications for the period 3/1/2011 – 8/31/2011.

- Z. Purchase of Service Agreement between Dauphin County and National Elevator Inspection Services for semi-annual inspections.
- AA. Appointment of James J. Kutz, Senior Partner, Post & Schell as Special Counsel for litigation associated with debt regarding the Harrisburg Incinerator.
- BB. Agreement between Dauphin County Schaffner Youth Center and the Teamsters Local 776 for the period 1/1/2010 – 12/31/2012.
- CC. Partial Refund of 2010 Real Estate Taxes, Parcel #63-015-068, Worcester Ave. (Eastridge Affordable Housing, LP) - \$3,598.11.
- DD. Partial Refund of 2009 & 2010 Real Estate Taxes, Parcel #31-042-015, 300 Poplar Ave. (Hummelstown Housing Associates) - \$13,746.57.
- EE. Partial Refund of 2005-2009 Real Estates Taxes, Parcel #35-066-197 (6276 Ryecroft Dr.) – Bernard & Sandra Zeliger - \$874.58.
- FF. Request for Exoneration of 2009, 2010 and 2011 taxes – Parcel #34-026-022-0476 – Ruth Lindsey - \$229.07.
- GG. Contract Extension with Westlaw/Pro for PA Corrections Select DVD services for Work Release Center for 12 months.
- HH. Lease Agreement Renewal with Capital Business Systems for one Lanier LD335 Copier (SN#M2775801971) at the Work Release Center.
- II. Subordination Agreement for Harvey J. Kohner on the property located at 223 Timber View Drive, Harrisburg, PA 17109.
- JJ. Agreement and Bond for the Rutherford House Roof Replacement project between Dauphin County and Spotts Brothers, Inc. for \$47,460.
- KK. Purchase of Service Per Diem Rates between Children & Youth and Family Services of NW PA.
- LL. Distribution of the 1% Hotel Tax in the amount of \$1,592,000.
- MM. Approval of Unrestricted Gaming Fund Requests: Harrisburg Stampede Indoor Football – \$50,000; Public Outreach Communications - \$88,000; Harrisburg City Islanders – \$10,000 and Historical Civil War Cemetery Fencing - \$4,000.
- NN. Letter of Support for the proposed Governor's Square II development in the Uptown community of Harrisburg.
- OO. Hotel Tax distribution to Youth Step USA for the 2<sup>nd</sup> Annual Youth Step USA National High School Step Competition to be held in Harrisburg - \$5,000.

Mr. Haste: We have Matters Requiring Board Action, Items A through OO, which have been reviewed and are ready for action. Is there anything that needs to be pulled out separately?

Mr. Pries: I have a question on Item E. What is that for?

Mr. Kline: That is a contract between Dauphin County Emergency Management Agency and Capital Area Communications. The services provided under that contract include the items where the Motorola contract stops. For example, it would include our microwave network which connects the County's 16 tower sites, the labor to fix any problems there. It also covers any of the infrastructure components that are not part of that Motorola contract. There is also some Legacy equipment that is still in use and it was always anticipated to keep that equipment in use for the Motorola project. Those are various things such as allowing outside first responders to come into our area and have some type of inner-operability communications between equipment they currently have and interfacing that equipment to our new communications network.

Mr. Pries: What is the cost of that?

Mr. Kline: It is \$54,000.

Mr. Hartwick: On G through L, those were discussed last week. Quite frankly they are great projects, but the County is simply being used as a pass through for those funds. I would like to point out that Item U is a program that I talked a little bit about in the past, Justice Works Youth Care and they are implementing a Stop Program where they literally go out and attempt to try to make sure the kids are not left in the homes for a number of reasons (sanitary). They are dispatched to resolve those issues at that time. It is the first time that it has been introduced here. The success rate in Lehigh County has resulted in a 100% rate of no placements when they get engaged and involved. I'm excited to see how that program takes hold in this County.

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

**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**

(There was none.)

## **CORRESPONDENCE**

Mr. Haste: We have Correspondence that has been received by the Board this week, Items A through I, which will be handled by the staff appropriately.

- A. Notification from Wenger Feeds advising that their Spring Glen facility in Lykens Township is applying to DEP for an Authorization to use a General Plan Approval and General Operating Permit for their current State Only Air Operating Permit no. 22-03-22.
- B. Notification from Pennoni Associates, Inc. advising that the PA Department of Transportation is applying to DEP for a General Permit 11 for the bridge replacement over unnamed tributary to Pine Creek along SR 1013 (Erdman Rd.) in Lykens Township.
- C. Notification from Michael Baker Jr., Inc. advising that AT&T is applying to DEP for a General Permit #5-Utility Stream Crossing for the AT&T Sunbury to Harrisburg FT "A" Cable – Rockville Relocation Project located in Middle Paxton Township and Susquehanna Township.
- D. Notification from LTL Consultants, Ltd. advising that East Hanover Township is applying to DEP for a permit to construct and operate the proposed influent wastewater screening structures at the Dairy Lane Wastewater Treatment Facility in East Hanover Township.
- E. Notification from Light-Heigel & Associates, Inc. advising that East Hanover Township is applying to DEP for a permit for the replacement of an existing bridge on Crooked Hill Road (T-469) in East Hanover Township which crosses an unnamed tributary no. 09562 to Manada Creek.
- F. Notification from Herbert, Rowland & Grubic, Inc. advising that the Harrisburg Authority is applying to DEP for the following permits for the proposed water main extension in the area of Elmerton Avenue, Kohn Road, State Farm Drive and Edgemont: General Permit #5, General NPDES Permit for Stormwater Discharges Associated with Construction Activities, Public Water Supply Permit-Minor Amendment and PennDOT Highway Occupancy Permit.
- G. Notification from Herbert, Rowland & Grubic, Inc. advising that the Susquehanna Area Regional Airport Authority is applying to DEP for a General NPDES Permit for the removal of sediment from the bottom of the flood management pond, north of Route 230 immediately north of the Harrisburg International Airport.
- H. Notification from DW LaSota Engineering, Inc. advising that the Pennsylvania Turnpike Commission is applying to DEP for a General NPDES Permit for Stormwater Discharges Associated with Construction Activities for the Turnpike Industrial Park Site Improvements at Milepost 247.38 in Lower Swatara Township.
- I. Notification from ARM Group, Inc. advising that ArcelorMittal Steelton, LLC is applying to DEP for an application for a Hazardous Waste Post-Closure Permit for the HWM-1 Hazardous Waste Landfill, which is located in the northern portion of the ArcelorMittal Steelton facility in Swatara Township and Lower Swatara Township.

## **PUBLIC PARTICIPATION**

Mr. Haste: We are again at the point in time in the meeting for public participation. Is there anyone in the audience that would like to address the Board? (There was none.)

## **ADJOURNMENT**

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

Respectfully submitted,

J. Scott Burford, Deputy Chief Clerk

Transcribed by: Richie-Ann Martz