



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

MARCH 3, 2010
10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Dominic D. DiFrancesco, II, Vice Chairman
George P. Hartwick, III, Secretary

STAFF PRESENT

Chad Saylor, Chief Clerk; Marie E. Rebeck, Controller; Janis Creason, Treasurer; Fred Lighty, Esq., Human Services Director's Office; Dave Schreiber, Personnel; Steve Howe, Director of Tax Assessment; Robert "Scott" Crawford, Tax Assessment; Matthew Miller, Director of Work Release; Melissa Wion, Personnel; Amy Richards, Commissioners' Office; Randy Baratucci, Director of Purchasing; Jack Wright, Human Services Director's Office; Troy Petery, Deputy Court Administrator MDJ; Gary Serhan, Deputy Controller; Leila Brown, Solicitor's Office; Mike Yohe, Director of Budget & Finance; J. Scott Burford, Deputy Chief Clerk; Kay Lengle, Personnel; Doug Boswell, Tax Assessment; Ken Gordon, Tax Assessment; Paul Kreiser, Tax Assessment; Greg Daylor, Tax Assessment; Jay Skaggs, Tax Assessment; Greg Schneider, Budget & Finance; Brenda Hoffer, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Stephen Hetrick, Donna Kreiser, Lou Verdelli, John Hewlett, Emily Opilo, Pat Navigato, Jim Sinkovitz, Robert Pierce, Diana Vereen and Robin Paulison

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:07 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. DiFrancesco and seconded by Mr. Hartwick that the Board approve the February 17, 2010 Workshop Meeting Minutes.

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

It was moved by Ms. Rebeck and seconded by Mr. DiFrancesco that the Board approve the February 17, 2010 Salary Board Meeting Minutes.

Question: Mr. Haste – Aye; Mr. DiFrancesco – Aye; Mr. Hartwick – Aye and Ms. Rebeck – Aye; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor: Commissioners, as you know we met once in Executive Session on February 24, 2010 to discuss labor negotiations.

PUBLIC PARTICIPATION

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

DEPARTMENT DIRECTORS/GUESTS

A. Dauphin County Commissioners

1. Proclamation – Robert “Scott” Crawford

Mr. Hartwick: It is my pleasure this morning to honor one of our long time employees that some of you may or may not know from the Tax Assessment Office is a large recipient of complaints. From an investment standpoint, from the County’s perspective, it is an area where making the right investments in staff and personnel who can adequately go out and do the assessments on properties, making sure that we save time and money in appeals later on, as well as get properties on the tax rolls a whole lot

more efficiently is certainly a way to help benefit school districts, local municipalities and the County with additional revenue and making sure that the tax equity is at the forefront. Obviously we have an individual amongst our midst that has spent 30 years with Dauphin County. We have him here today to honor him. He has been a great employee and he is also a resident of Dauphin County, which is doubly good, because I know that with the work that he does he cares greatly about making sure it is done right and has a pride in his citizenship in Lower Paxton Township, as well as what he has been able to do for his home County.

(Mr. Hartwick read the following Proclamation.)

Office of County Commissioner
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, are delighted to honor the much-admired and always dependable Robert "Scott" Crawford for his thirty years of service with the county and to recognize with both joy and sadness his richly deserved retirement from the Dauphin County Office of Tax Assessment and Tax Claim;

Whereas, this extraordinary, hard-working and dedicated employee will be greatly missed by those who had the pleasure of working with him during his tenure as a Residential Field Appraiser;

Whereas, possessing the highest standards of leadership, professionalism and personal integrity, Scott is known for his joyful spirit and exceptional rapport with those we serve in the public since beginning his career with Dauphin County on March 3, 1980;

Whereas, besides his significant contributions as a county employee, this Central Dauphin High School graduate and long-time resident of Lower Paxton Township is known as a caring father of three children and thoughtful friend to many who has not only served the people of Dauphin County but has also served his country in the United States Navy;

Therefore, we join the 256,000 residents of Dauphin County in heartily congratulating Scott for his well-deserved retirement after three decades of outstanding service to the Dauphin County Office of Tax Assessment and Tax Claim; we warmly wish him enduring health and happiness for the years to come; and, in grateful recognition thereof, we do hereby proudly proclaim March 3, 2010 as "Robert "Scott" Crawford Day" in Dauphin County.

(Applause was given.)

Mr. DiFrancesco: It is always exciting to say a fond farewell, but first congratulatory remarks for those employees who have worked very hard for this County for a long period of time. We are sincerely grateful for the service that you provide and just hope that the retirement that you are now about to partake in is a pleasant one and full of activity. As always I hope the honey-do list isn't too long.

Mr. Haste: They usually are. As George was talking, I was thinking that what you guys do is really the core of a lot of governments. It is the baseline of all the revenue that comes into the County and most of the municipalities. That is actually a critical role in that it is done timely, accurately and fairly. We hear nothing but good things about what our assessors do. It would probably be more interesting to sit here and listen to Scott talk about what he has seen in the last 30 years. I'm sure there are some good stories as you are out and about in the field. Thank you for your long service and I'm amazed at how many County employees really do reach that plateau or close to that plateau and hats off to all your dedication.

(Applause was given and pictures were taken.)

B. John Hewlett, Susquehanna Group Advisors, Inc., Lou Verdelli, RBC and Donna Kreiser, McNees, Wallace & Nurick

1. Ordinance #1-2010 – General Obligation Bonds (Vote Requested)

Mr. Hewlett: I'm John Hewlett with Susquehanna Group Advisors. I'm here also with Lou Verbelli of RBC Capital Markets and Donna Kreiser with McNees, Wallace & Nurick. I'm here to discuss an Ordinance that is in front of you today authorizing the issuance of three series of General Obligation Refunding Bonds. As we discussed when we met with you two weeks ago, there is a refunding opportunity available to the County right now in connection with three of its outstanding fixed rate General Obligation Bond Issues, Series A of 2002, which is outstanding in the amount of \$16 million, Series A of 2004, which is about a little less than \$5 million and the taxable Series B of 2004, which is just under \$2 million. Right now, based on current market interest rates, the County is in a position where it can potentially refund the outstanding Bonds with three new series of General Obligation Fixed Rate Bonds and realize debt service savings totaling over \$1 million. Right now it is contemplated that the savings will be realized over the next three years, 2010, 2011 and 2012, after which point the debt service on the new Bonds would be essentially equal to the debt service on the existing Bonds. Right now we see, as we discussed, savings in excess of about \$500,000 this current year, about \$300,000 next year and about \$250,000 in 2012.

Just a couple points about the Refunding or the structuring of the Refunding – the term of the Refunding will be equal to the term of the existing Bonds. The Refunding Bonds will be fixed rate Bonds, as are the Refunded Bonds. Therefore, there are no additional risks associated with any type of floating rate bond or the credit facilities involved with that. The Ordinance is being presented as a parameter ordinance or a not to exceed ordinance. The numbers that are in the Ordinance, as far as the issuance amounts of the Bonds, are actually going to be higher than what the issuance amounts will be. The reason we do that is to provide flexibility with regard to the bond pricing, because it is a refunding transaction the savings amounts are sensitive to current market rates and having the flexibility with the timing will allow us to get into the market at the appropriate time and maximize the savings to the County. I can answer any questions you might have. Donna has prepared the Ordinance and Lou has Bond Purchase Agreements for each Series, all of which are in a not to exceed parameter amount.

Mr. Haste: Lou do you have anything to add?

Mr. Verdelli: Maybe just on timing. Our estimate is that we are in the process of getting the credit rating updated and the disclosure documents updated for going out to market. We are hopeful to have that done in the next three weeks. So, the earliest we would actually be in the market selling your Bonds and locking in an interest rate is probably about three weeks from now. We have some interest rate risk, but there is not a lot out

there that seems to be pushing long term rates higher. Hopefully three to four weeks we will be in the market, locking in an interest rate and be able to tell you exactly what your final savings are. You will get a copy of all the final numbers with the final savings.

Mr. Haste: If something happens to the market, we just are not pulling the trigger at that time.

Mr. Verdelli: That's right. We are in contact with the administration to make sure that the savings would be appropriate before we actually go out into the market. If something happens we would just be on hold. The credit rating will be good. The documents will be good. We would just wait until the market recovers.

Mr. Hartwick: I think we are ready to roll with this.

Mr. DiFrancesco: Each of the series of Bonds, tell me again.

Mr. Verdelli: Existing Bonds are all fixed rate Bonds and we are going to refund those with traditional fixed rate Bonds. Each one has a different maturity date. There is going to be three new Series that perfectly match up so there is no extension of the payments. The payment dates are staying identical. You are going from higher rates that on average close to 5% where we are probably going to be under 3.5%.

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board adopt Ordinance #1-2010, captioned below.

An Ordinance of the Board of Commissioners of the County of Dauphin, Pennsylvania (the "County") authorizing and directing the incurring of non-electoral debt through the issuance of General Obligation Bonds, Series A of 2010 (the "Series A Bonds") in the maximum aggregate principal amount of \$19,770,000 of the County as permitted by and pursuant to the Local Government Unit Debt Act, 53 Pa.C.S. § 8001 *et seq* (the "Debt Act"), for the purpose of providing funds to (A) advance refund the County's outstanding General Obligation Bonds, Series A of 2002, and (B) pay the cost of issuing the Series A Bonds or any or all of the same; authorizing and directing the incurring of non-electoral debt through the issuance of General Obligation Bonds, Series B of 2010 (the "Series B Bonds") in the maximum aggregate principal amount of \$5,550,000 of the County as permitted by and pursuant to the Debt Act, for the purpose of providing funds to (A) currently refund the County's Outstanding General Obligation Notes, Series A of 2004, and (B) pay the cost of issuing the Series B Bonds or any or all of the same; authorizing and directing the incurring of non-electoral debt through the issuance of General Obligation Bonds, taxable Series C of 2010 (the "Series C Bonds," and together with the Series A Bonds and the Series B Bonds, the "2010 Bonds") in the maximum aggregate Principal amount of \$2,410,000 of the County as permitted by and pursuant to the Debt Act, for the purpose of providing funds to currently refund the County's outstanding General Obligation Notes, Series B of 2004 (Federally taxable), and (B) pay the cost of issuing the Series C Bonds or any or all of the same; accepting certain proposals for purchase of such 2010 Bonds at private sale by negotiation; setting forth the terms and substantial form of such 2010 Bonds and authorizing execution and authentication thereof; pledging the full faith, credit and taxing power of this County in support of such 2010 Bonds; appointing a Paying Agent and Sinking Fund Depository for such Bonds; making certain representations and designating the Series A Bonds and Series B Bonds as "Qualified Tax-exempt Obligations" under Federal Tax Law provisions; setting forth certain covenants and representations relating to the Federal Income Tax status of the interest to be paid on such Series A Bonds and the Series B Bonds; approving the use and

distribution of a Preliminary Official Statement and Official Statement for the 2010 Bonds; appointing Bond Counsel for the 2010 Bonds; setting forth continuing disclosure obligations of the County in connection with the 2010 Bonds; authorizing and directing the advance refunding of the County's outstanding General Obligation Bonds, Series A of 2002 and the current refunding of the County's outstanding General Obligation Notes, Series A of 2004 and General Obligation Notes, Series B of 2004 (Federally Taxable); authorizing appropriate officers of the County to take certain actions and to execute certain documents in connection with issuance of such 2010 Bonds; and repealing all Ordinances or parts of Ordinances insofar as the same shall be inconsistent herewith.

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

C. Matt Miller, Director of Work Release, Dr. Diana Vereen, Adult and Correctional Practitioner/Researcher and Robin S. Paulison, Institutional Program Coordinator

1. GED Presentation

Mr. Miller: I would like to thank you for allowing us to come in and speak to you today regarding a GED Adult Basic Education Program that we have operating out at the Dauphin County Work Release Center. Attending with me today, is Dr. Diana Vereen. She provides the GED Adult Basic Education instruction and Robin Paulison, who is the Instructional Program Coordinator for Transitional Studies at Harrisburg Area Community College.

In October of 2008, I was fortunate enough to attend the Transitional Studies breakfast at Harrisburg Area Community College regarding the GED Adult Basic Education Program. During that breakfast, I inquired about the possibility of bringing HACC Adult Basic Education Program to the Work Release Center. In follow-up meetings with the Transitional Studies Department and Ms. Paulison, a program was developed to bring into the Work Release Center and this program was implemented for trial in January of 2009. Through the course of six-week sessions, participants attend GED Adult Basic Education preparatory classes at the Work Release Center three times per week. They are usually Tuesdays, Wednesdays and Thursdays. These sessions are instructed by Dr. Diana Vereen. The Work Release Center is extremely fortunate to have her services as she has established a positive rapport with our Work Release residents and provides valuable instruction as a professor from Harrisburg Area Community College with a strong interest in educating at-risk and disadvantaged students.

Our students for this program were identified by voluntary participation and Work Release Probation Officer referral by further identifying residents who were Court-ordered to participate in GED classes or could otherwise benefit from continuing their education. Previously we had to send these students outside of our facility to participate in this, usually at Harrisburg Area Community College. Upon completion of the initial classes, Dr. Vereen would then identify students that she thought were ready for testing. Upon being identified as ready for GED testing, our Work Release staff would assist in getting the students registered for testing at HACC. An added bonus is

that the Work Release Center now pays for the cost of testing. These five components of the GED test would cost the individual student a total of \$60 if taken at one time. That cost could be very prohibitive to a lot of inmate resident population. With the approval of the Court testing fees for each student, which are \$12 per individual test, are paid for any student deemed ready for GED testing by Dr. Vereen. In 2009, we had a total of 24 students who participate in the GED Adult Basic Education Program at the Work Release Center. Of those 24 students, 12 were identified as being ready for testing and some were all the GED testing components of reading, writing, science, math and social studies. Of those 12 students, 33 different tests were taken. Of those 33 tests, 27 were successfully passed. Therefore for the 2009 year, the Work Release Center and HACC is pleased to announce a success rate upon testing of 81%. Additionally of those 12 students that were ready for testing, 66% were successfully discharged from the Work Release Center. We had one that was sent to the State Correctional Institution on a pending charge that was awaiting disposition. Three others went to Dauphin County Prison for technical violations of Work Release policy. Those three are soon going to be returning at some point this year to attempt a successful reentry into their communities and this gives them something to build on. We look to continue this successful partnership with the HACC Transitional Studies Department and are thankful of this program that they have assisted us with bringing into the Dauphin County Work Release Center. At this time one student is registered to take all five tests and nine others are ready for testing in other components. Of those eleven, nine are ready to take a total of 19 tests with this current session that is about to conclude next week. The Dauphin County Work Release Center strives to prepare our men for successful reentry into their communities. Education is a key component to successful reentry, not just in the scope of corrections, but in life. Therefore, any tools that we can provide that may pay future dividends are worth attempting. If initiating or obtaining a GED while incarcerated at our Work Release Center can serve as an impetus to further education or better employment upon reentry there is a benefit to all of us. Some of these men may fail; both figuratively and literally, but we must keep trying. If we continue to offer opportunities for improvement of oneself through education eventually we may be successful in showing that individual a better way, a better life and better opportunities for themselves and their families.

Mr. Haste: Are there any questions?

Mr. Hartwick: This moves further with the get smart on crime policies from this Board. As Commissioner Haste says, it is not about us being soft on crime, it is about trying to figure out ways that when someone has done their time and their debt to society to try to return them as productive taxpaying citizens. By eliminating those barriers, it enables individuals to be able to actually achieve those realms of success, because most of the folks, throughout their entire life, through their home experience, their educational experience have been told that they can't do things. Trying to figure out ways that they can achieve success, a GED, their vocational skills that they may have interest in and basic understanding and testing for and matching them up with folks on the outside that will enable them to have a quality job. We want to see citizens become productive and taxpaying. We don't want them on the taxpayer dime. Clearly trying to figure out ways

to get them to that position and giving them opportunities in-house, which is a significant change in philosophy that has existed at the Work Release Center prior to you taking over. That is a credit to you, a credit to the direction of the Judges and this Board and ultimately we have seen a reduction in the population out there as a result of the drug and alcohol programs, mental health programs and quite frankly GED and education. Absent the ability to have that educational component, you are going to be stuck in the same cycle of poverty. Bringing it in-house really alleviates those barriers and allows individuals to have one more step to achieving independence and being able to be self-sufficient, taking care of their kids, families and being taxpayers. A job well done! I look forward to you expanding on some of those services you are providing in-house.

Mr. DiFrancesco: Likewise I want to say thank you for your efforts, thank you to HACC for this innovative program that we are bringing education to these people. As Commissioner Hartwick said the goal is not simply to lock somebody up, incarcerate somebody, but it is to give them the skills that they need to become taxpaying citizens. You mentioned that some may not make it through. That is true, but those that truly want to strive to be productive citizens that are trying to break the cycle of addiction and trying to make their life better, that has been a commitment of this Board to try to help by providing the services necessary to get them back on the proper path. Ultimately, that is what saves tax dollars. Great job bringing this together! Any additional efforts that can be made in letting people know that there is a whole host of opportunities out there, in terms of what HACC is providing through a lot of the professional programs that they are offering, the construction HVAC, etc. and the fact that there is money available and resources available that once people finish their commitment at the Work Release Center that they can move onto these other programs and ultimately get very well paying jobs in a short period of time. That is the goal of this Board is to get them back on the right track. As Commissioner Hartwick said able bodied people should be working and should be taxpaying citizens, not sitting in Dauphin County Prison. Thank you for the job you are doing. HACC has always been a great partner for this community and region.

Mr. Haste: I would like to say thank you to Robin and Diane too for partnering with us on this. Matt, you probably heard me say this before, but you have been a breath of fresh air to that facility. The one thing that I ask that you do is try to track these folks. I know over at the jail where we offer GED as well, the normal recidivism rates in the high 70% those who complete GED, I think that recidivism rate drops to the low 30%. There has been a significant difference in those who get an education and move forward. As both my colleagues said that is the critical part to getting a job that can support a family. The only other thing that I think we should look to do in the future is a shortfall that I see in us being able to properly educate these adults and move them forward is what I call those who have a certificate or diploma, but really don't test at that level. In the past, I talked at the jail they don't really qualify for the GED. I almost wish we would take everybody that comes in and tell them that they need to take the GED course and pass it, because there are a number of folks who have a high school diploma who, testing wise, are not as bright as those who took the GED. They have their certificate, but they never got the education. Somehow I think that is the next void we need to try to fill if we

are truly going to move to this where we get everybody who moves out of there down to that 30% recidivism rate and we don't see them again. I think there is a big gap in there. I do want to commend you. Some could argue that these programs were available before, but they weren't at the facility. By bringing a lot of this to the facility, we know these folks sometimes aren't the most motivated folks. That is why they have gotten into the problems they have gotten into. If we can make this easier for them I think in the long run they will become a better person. Thank you very much.

Mr. Miller: The more programs that we can bring in are a huge dividend to the population at the Work Release Center.

Dr. Vereen: Some residents at the Work Release Center may wrestle with lack of skills and education before reentry to society. As hope in the form of education is extended to these men, the hopelessness may begin to erode and a new reality may be established thanks to the collaboration that exists between HACC and the Work Release Center. As citizens of the community in Dauphin County, I challenge you to become more aware of the need to educate and train these men. Reality is that their reentry may be into your community. Equipping men with education or a vocational trade may result as successful alternatives to criminal life. For example, three of my students expressed the intent to attend a trade school upon receiving their GED. Another had no knowledge that there still existed an opportunity for him to go to college. He was encouraged by our counselor at HACC when he was taken there to register for GED testing. If you were able to change one man, overt one crime or save one life it is a good thing.

Commissioners: Thank you!

D. Stephen Hetrick of Retirement Collaborative LLC

1. Recommendations from the Voluntary Employee Benefits Committee

Mr. Hetrick: I'm Stephen Hetrick with Retirement Collaborative. I'm here to talk about the Dauphin County Deferred Compensation Account and some changes that were approved by the Voluntary Employee Benefits Committee. As with the pension plan, the Deferred Compensation Plan is governed by an investment policy statement, which outlines the due diligence that we perform on the plan to make sure that the participants have good quality investment options inside the plan. As part of that due diligence process, the Fidelity Emerging Market and the American Century Real Estate Funds, they have been on the watch list. They were not showing signs of improvement so we are recommending them for replacement. The Fidelity Emerging Market Fund once a fund is approved for replacement we do a manager's search. That is outlined in the investment policy statement to the criteria that we use. We selected the Evergreen Emerging Markets Fund A. For replacement of the American Century Real Estate Fund A we are recommending the First American Real Estate Securities A. I think that the overall performance will be better in these new funds. It is one of those things that when you select a fund you know what they did in the past, you don't know what they

are going to do in the future. That is why we have this due diligence process so that if a fund does not meet that criteria and they are under performing and not showing signs of improvement, they will be replaced with a Fund. It is similar to what you do with the pension plan.

I'm asking that you vote to approve the replacement of the Fidelity Emerging Market Fund with the Evergreen Emerging Markets Growth Fund A and replace the American Century Real Estate Fund A with the First American Real Estate Securities A. We also reviewed the model portfolios and their asset allocation meaning how they are invested in the underlying funds. There are five different models that are available to participants and they provide a diversified portfolio based upon a participant's risk or award parameters such as if someone wants a very conservative portfolio with Capital Preservation as being the key investment objective, we've got the conservative portfolio going all the way up to the aggressive portfolio, which is designed for more aggressive investors. There are some changes that we would like to recommend that are just slight tweaks to the asset allocation. One of the investment themes would be in the international sector, increase the stock exposure just slightly in the international stocks, but within that sector add more to the Fidelity Emerging Markets and have less in the development markets. We all know what is going on I imagine over in Europe with Greece and Spain. There are several other European countries that are having fiscal problems and there are problems with the sovereign debt. Those could carry over into the stock market. The emerging market sectors, I think there are more growth potential, greater demographics and also they were less affected by the financial crisis than the developed countries; if you look at their banking system. Instead of overweighting the developed countries what we are doing is equal weighting the emerging markets in developed countries within that international sector. Another slight tweak would be adding slightly to the asset allocation investments within the model, such as the T. Rowe Price Capital Appreciation and the Kalimos Convertibles Growth and Income Fund. What that does is it allows those funds to have a little bit more swing on how much they put in stocks and how much they keep in cash and bonds. Where if we are dealing with the Fidelity Emerging Markets, replacing that with a fund that is going to invest specifically in Emerging Market Stocks. With an asset allocation fund, they have a little bit of a broader parameter on the underlying investments. What I'm envisioning that portion to be is more of that swing portion, because I think the stock market this year is going to have trouble meeting its long term investment average and could potentially have a negative year. Having a manager who has the potential to have a little bit more swing in there and to invest in cash and bonds if the stock market is doing poorly could provide a better overall return for the portfolio. The other thing would be slightly increasing the bond allocation. Within the bond allocation you would be decreasing exposure to intermediate bonds and increasing to stable value. One that you are well aware of is rising interest rates. That is one of the concerns with bonds and why you are not doing a floating rate. You are doing a fixed rate to lock in the low rates now, because they could move higher. The Stable Value Account would be less affected by rising interest rates than an Intermediate Bond Fund would be. So, again, we are protecting that. These are all very minor changes in the scheme of things, but if we can pick up an extra half of a percent or percent in the portfolio returns it would be

an ideal thing for participants. The risk associated with making these changes is that the potential return could not be quite as much. There is not, by becoming slightly more conservative with these, you don't have the risk of losing money as much. It is the risk of not making quite as much money if the assumptions are wrong. Within the report that was given to you, there are the specific changes for each model. I think it will be a benefit to the participants who invest in those models.

The recommendation would be to implement the asset allocation changes to the plan's investment models that were recommended by Retirement Collaborative and approved by the Voluntary Employee Benefits Committee as per the included recommendations within the report.

Mr. Haste: How are you going to notify the employees?

Mr. Hetrick: We need to send out, through a payroll staffer, whenever we make a change to the actual underlying funds. If the funds are recommended for replacement, Fidelity, the Real Estate one, then we would send out the payroll staffer. We would also address that on the model changes within that correspondence to the participants. We would also use the Intranet site. We use that as a resource to provide information regarding the investments and changes that are made. Lastly, as a service update, we are looking at providing a wealth management website that participants could use where they could aggregate not only their deferred compensation account, but pool other investment assets and run more robust retirement planning software. We are making that free to the participants. It will add a lot of value there. We are also planning a series of seminars that will target as they approach retirement.

Mr. Hartwick: I think you have done a great job in active management. Our personal conversations about my own 457 plan, but also the availability for some of the new tools that you are providing to employees through your web based program is phenomenal. The only thing from my standpoint is we could do a little bit better of a job trying to notify the employees of those opportunities and getting them to be able to actively manage their account from those different solutions. You have the ability to have a manager, based upon your certain set of criteria, right there any time you choose to access your information and provide very solid advice. Just like we have done with the retirement fund for the County, we are doing things based upon performance, not based upon relationships. I want to commend you for doing a good job. I just want to make sure for the record that we have what we are changing with what in the form of our motion, because I don't think that is clearly delineated in our agenda.

Mr. DiFrancesco: I'm not comfortable voting on this without more information. I don't have this in my file.

Mr. Saylor: You can vote it next week.

Mr. Haste: We will vote on it next week so Commissioner DiFrancesco has a chance to review the information.

SALARY BOARD

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

PERSONNEL

Ms. Lengle: I have an Addendum. Are there any questions on the Addendum? It is actually the second Addendum. (There were none.) It is my understanding that you received answers on the New Hire and that can go through.

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

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

PURCHASE ORDERS

Mr. Baratucci: I mentioned last week that there would be one item added on Page 2, which was the ice melt and rock salt. Since then we also added an item on Page 9, which was run by Commissioner DiFrancesco. It is a replacement sign for one of the MDJs. That is actually being reimbursed by insurance. Someone hit it and Donna has already secured insurance from the guilty party so that will be reimbursed. They want to make sure there is a sign up so all clients know where they are supposed to go. The budget adjustments were made. Do you have any questions? (There were none.)

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

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

Mr. Baratucci: You tabled for a couple meetings those two Remote Access Requisitions. I know there has been some discussion on both of them. I just wanted to get your direction officially on the two. We have the one here for the Victim Witness office and one for Domestic Relations.

Mr. DiFrancesco: My stand on both of these is I still need to talk to Tom. When we sign up for these air cards, are they month-to-month?

Mr. Baratucci: I would have to double check with Tom. I believe they are just month-to-month, but I would have to double check.

Mr. DiFrancesco: The conversations that I've had, specifically with Domestic Relations, was that I understand that these people need the flexibility to move to certain positions, but from what I gather wherever they are they are basically in a County facility. Whether they are at the Prison or in the Court Room, what I want to talk to Tom about is whether or not it would make a lot more sense for the County to have basically secure hotspots throughout where we are using a wireless Internet rather than having to purchase services from Verizon. Tom and I have not had the opportunity to hook up yet. I understand when people are out on the road like Tax Assessment. If this is just a matter of people being able to move within our campus to different locations with a laptop then it makes a lot more sense for us to hook up a simple wireless hotspot some place where they can do what they need to do without having to pay Verizon the fees associated with air cards and air time. My request is that we do not consider these today and that we put them off for another week.

Mr. Haste: I'm not okay with Victim/Witness. I will be a no vote there. That should be their expense.

Mr. Baratucci: Do you want to deny that one and I will let them know. We can table the other one until you have talked with Tom.

Mr. Haste: Is there a motion to approve the Air Card for Victim/Witness? There is no motion so it dies.

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe presented the following report:

Report from the Office of Budget & Finance
March 3, 2010

- **February 19, 2010** transferred **\$926,642.91** to the **Payables** account from the County's Concentration account for checks issued that week.
- **February 26, 2010** transferred **\$5,368,748.92** to the **Payables** account and **\$1,960,958.46** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **Total Term Investments**
 - 1/14/10 - **\$20,007,860.62** 6-mo. CD - Susquehanna Bank – **0.800%** - matures 7/15/10
- **Balance today in INVEST account \$1,375.49 rate 0.186%**
- **Balance today in Susquehanna Bank investment account \$60,392,863.10 rate 0.500%**
(This rate is fixed for the month)
- **Balance today in First National Bank investment account \$7,500,000.00 rate 0.660%**

(This rate equals today's PLGIT-Class interest rate of 0.110% plus 55 basis points)

Mr. Yohe: We have not posted interest yet for January or February. So, that \$7.5 million the interest is still sitting there waiting to be recorded. That will be done hopefully by the next report. We have more than \$7.5 million in that account.

- **Balance today in Citizens Bank Municipal Money Market account \$10,067.47 rate 0.200%** (This rate is fixed for the month)
- **Balance today in Citizens Bank Municipal Money Market Checking account \$11,364.02 rate 0.200%** (This rate is fixed for the month)
- **Balance today in PNC Bank investment account \$1,000.00 rate 0.200%** (This equals today's Fed Funds rate of 0.250% minus 5 basis points)
- **Balance today in Graystone Bank investment account \$1,000.00 rate 0.050%** (This equals today's Fed Funds rate of 0.250% minus 20 basis points)
- **Balance today in Metro Bank investment account \$100.00 rate 0.000%** (This equals today's 90-day T-Bill rate of 0.140% minus 25 basis points)

No T.R.A.N. Line of Credit required for 2010.

Mr. Yohe: I got some interest rates for CDs. A six-month CD is still at .8%. I'm going to start staggering some of these. I'll probably throw a couple out at a year. I'm going to probably start staggering some six-month and one-year CDs when taxes start coming in.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor: Commissioners, I have nothing unless there are any questions of me. (There were none.)

SOLICITOR'S REPORT – FRED LIGHTY, ESQ.

Mr. Lighty: The Solicitor's Office has nothing new to report, but would be happy to answer any questions. (There were none.)

MATTERS REQUIRING BOARD ACTION

- A. Training Packet.
- B. Resolution #5-2010 authorizing the Homeland Center Refinance through Upper Dauphin Industrial Development Authority.
- C. Maintenance Agreement between Dauphin County and G. R. Sponaugle for EMA Building UPS, Proposal #PD24860 for the period 1/1/2010 to 12/31/2010.

- D. Maintenance Agreement between Dauphin County and G. R. Sponaugle for TEGG Electrical Panel, Proposal #PD24857-Rev. for the period 1/1/2010 to 12/31/2010.
- E. Grant Agreement (CFDA97.047) between Dauphin County and the Pennsylvania Emergency Management Agency for the Federal Year 2009 for Pre-Disaster Mitigation Planning.
- F. Services and Space Agreement between Dauphin County and the U.S. Department of Commerce Census Bureau for the 2010 Census.
- G. Adoption Assistance Agreement #2009-87.
- H. HIPAA Business Associate Agreement Amendments:
 - 1. Express Scripts, Inc.
 - 2. Assurity Life Insurance Company
- I. Homeless Assistance Program Assurance of Compliance.
- J. Water Supply Agreement between Dauphin County and Gaudenzia Foundation, Inc.
- K. Amendments to Human Services Development Fund Agreements between Dauphin County and:
 - 1. Capital Area Coalition on Homelessness – Amendment #2
 - 2. Children’s Resource Center of PinnacleHealth, Inc. – Amendment #1
 - 3. Shalom House, Inc. – Amendment #2
 - 4. Center for Independent Living of Central Pennsylvania, Inc. – Amendment #2
 - 5. Pressley Ridge, Inc. – Amendment #2
 - 6. YWCA of Greater Harrisburg, Inc. – Amendment #2
 - 7. The Salvation Army, Inc. – Amendment #2
 - 8. Christian Churches United of the Tri-County Area, Inc. – Amendment #2
 - 9. Halifax Communities That Care, Inc. – Amendment #2
 - 10. Catholic Charities of the Diocese of Harrisburg, PA, Inc. – Amendment #2
 - 11. International Service Center, Inc. – Amendment #2
 - 12. The PROGRAM for Female Offenders of South Central Pennsylvania, Inc. – Amendment #2
 - 13. Family Support of Central Pennsylvania, Inc. – Amendment #2
 - 14. The Three Star Foundation, Inc. – Amendment #2
 - 15. United Cerebral Palsy of Central Pennsylvania, Inc. – Amendment #2
 - 16. CONTACT Helpline, Inc. – Amendment #2
 - 17. Community Action Commission, Inc. – Amendment #2
- L. Performing Artist Contract – Dauphin County Music & Wine Festival – June 13, 2010 – “Solos”, TG2 Artists, LLC.
- M. Maintenance Agreement between Dauphin County and Herre Bros., Inc. for HVAC, Plumbing and Electrical Services.
- N. Intragovernmental Transfer Agreement between Dauphin County and the City of Harrisburg. County to transfer one (1) motor vehicle, 2002 Mercury to the City of Harrisburg.
- O. Energy Conservation and Assistance Agreement between Dauphin County and UGI HVAC Companies.

- P. Energy Conservation and Assistance Agreement between Dauphin County and P & T Pool Services.
- Q. NRG – County Cooling Service Agreement Amendment #2.
- R. Strike-off of penalties for 2009 Delinquent County Taxes for Parcel No. 43-017-152, 40 Creek Road in the amount of \$96.51.
- S. Strike-off of penalties for 2009 Delinquent County Taxes for Parcel No. 63-071-041, 6131 Driftwood Drive in the amount of \$103.62.
- T. Waiver of Bureau Costs for 2009 Real Estate Taxes for Parcel No. 34-030-002-046-0001, 46 Beshore Island in the amount of \$30.00.
- U. Repository Bid received from Christina Boswell-Freytes for Parcel No. 09-052-092, 33 S. 16th Street, Harrisburg - \$300.00.
- V. Purchase of Service Per Diem Rates between Children & Youth and Keystone Children & Family Services, Inc.
- W. Appointment of Dori J. Pitzner as Deputy Tax Collector for Paxtang Borough.
- X. Strike-off of penalties for 2009 Delinquent County Taxes for Parcel No. 31-002-077, 506 Hawk View Road in the amount of \$117.78.
- Y. Professional Services Agreement with Kelly, Parker & Cohen LLP.

Mr. Haste: We have Items Requiring Board Action, Items A through Y. Are there any that need to be pulled out and discussed separately?

Mr. Hartwick: K 10, I need to record an abstention.

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board approve Matters Requiring Board Action, Items A through Y listed above, noting that Mr. Hartwick abstained on Item K, 10.

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

FORMER BUSINESS

Mr. Hartwick: I just want to thank the staff for the effort that went into the State of the County. From Economic Development to our staff on the 4th Floor to the participation of our County employees, I think they deserve a great deal of recognition for how that event went off.

NEW BUSINESS

(There were none.)

COMMISSIONERS' DISCUSSION & ACTIONS

(There were none.)

CORRESPONDENCE

Mr. Haste: We have correspondence that was received by the Board this week, Items A through G, which will be handled by the staff accordingly.

- A. Notification from H. Edward Black and Associates, P.C. advising that Schiavoni, Ltd. is applying to DEP for two Chapter 105 General Permits for wetland disturbance activities at 6690 Linglestown Road in Lower Paxton Township.
- A. Notification from Brinjac Engineering advising that the Washington Township Authority is submitting a renewal application for their NPDES Permit for the Loyaltown Wastewater Treatment Plant.
- B. Notification from Woodland Design Associates, Inc. advising that the PPL Electric Utilities Corporation is applying to DEP for an NPDES Permit for stormwater discharges associated with construction activities in South Hanover Township.
- C. Receipt of a letter from LTL Consultants, Ltd. advising that they will be submitting a permit application to DEP regarding the Partridge Hills and Englewood Sewer System Project in East Hanover Township.
- D. Notification from Alexander Masser advising that he is applying to DEP for a General Permit 7 for the installation of 1 agricultural stream crossing in his property at 6579 State Route 225 in Mifflin Township.
- E. Receipt of a copy of a letter from Post & Schell to PA Public Utility Commission regarding the petition of PPL Electric Utilities Corporation for a Finding that a building to shelter control equipment at the Copperstone 230-69 kV Substation to be constructed in South Hanover Township is reasonably necessary for the convenience or welfare of the public Docket No. P-2010.
- F. Notification from L. R. Kimball advising that Helen Bendigo is applying to DEP for a General NPDES Permit for stormwater discharges associated with construction activities at 11079 Clarks Valley Road (construction of a connector taxiway and aircraft parking apron).

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 were none.)

ADJOURNMENT

There being no further business, it was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board adjourn; motion carried.

Respectfully submitted,

Chad Saylor, Chief Clerk

Transcribed by: Richie-Ann Martz