



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

MARCH 5, 2008
10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Marie E. Rebeck, Controller; Janis Creason, Treasurer; J. Scott Burford, Deputy Chief Clerk; William Tully, Esq., Solicitor; Dave Schreiber, Personnel; Kay Lengle, Personnel; Carolyn Thompson, Court Administrator; Diane McNaughton, Commissioners' Office; Amy Richards, Commissioners' Office; Fred Lighty, Esq., Human Services Director's Office; Bruce Foreman, Esq., Solicitor's Office; Mitch Baylarian, Solicitor's Office; Josiah Frederick, Commissioners' Office; Mike Yohe, Director of Budget & Finance; Jack Wright, Human Services Director's Office; Leila McAdoo, Solicitor's Office; Jena Wolgemuth, Commissioners' Office; Randy Baratucci, Director of Purchasing; Kelly Wolf, Manager of Solid Waste Department; Tom Guenther, Director of IT; Hector Ortiz, Human Services Director's Office; Brenda Hoffer, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Garry Lenton and Rev. Alvin Taylor

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:00 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. DiFrancesco that the Board approve the February 13, 2008 Workshop Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Burford: There were no executive sessions held between meetings.

PUBLIC PARTICIPATION

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

DEPARTMENT DIRECTORS/GUESTS

(There was none.)

PERSONNEL

Ms. Lengle: Are there any questions on the Personnel Transactions Addendum that I gave you? (There was none.) I don't have any changes to last week's listing.

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

PURCHASE ORDERS

Mr. Baratucci: I actually have two items that we added since last week. The first one is on Page 12. A couple of weeks ago we approved a purchase order for the Register of Wills Office to buy a new filing cabinet. The purchase order inadvertently got made out to the local distributor and since we are buying this off the State contract it needs to go to the manufacturer. All we are doing is we cancelled the old PO and just did a new one so we can get it to the right place. The other add-ons were approved by Commissioner DiFrancesco. They are on Pages 15-19. It is five different DJ offices. It is HVAC Maintenance Agreements that were to start on March 1, 2008. They did not get here in

time for the Workshop, but Carolyn had asked that we add them and get them approved since the start date was supposed to be March 1. I believe the Solicitor's Office actually has the contracts and I guess they will probably go through next week. We wanted to make sure that we had the purchase orders ready so once everything is rolling we can get them paid. They told me they sent the Solicitor's Office the original contracts.

Mr. Tully: I haven't seen them, but they may be in the office.

Mr. Haste: Who is the "they"?

Mr. Baratucci: They were coming from Bob Hawley and they were delayed. Carolyn is the one that requested that they be added so that they could be approved today. The note said that the originals were going to the Solicitor's Office.

It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick that the Board approve the Purchase Order Packet plus the add-ons described above; motion carried.

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe presented the following Investment Report.

Report from the Office of Budget & Finance March 5, 2008

- **February 22, 2008** transferred **\$1,968,351.64** to the **Payables** account from the County's Concentration account for checks issued that week. (RE Transfer Taxes - \$1,355,000)
- **February 29, 2008** transferred **\$7,457,746.33** to the **Payables** account and **\$1,727,949.55** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **Total Term Investments – N/A**
- **Balance today in INVEST account \$140,239.64 rate 3.110%**
- **Balance today in Susquehanna Bank investment account \$23,300,701.43 rate 3.000%** (This rate equals the Susquehanna Bank 91-day T-Bill rate plus 50 basis points. It is fixed for the month)
- **Balance today in Sovereign Bank investment account \$23,700,466.13 rate 3.010%** (This equals today's 1-month LIBOR rate of 3.130% minus 12 basis points)
- **Balance today in Citizens Bank investment account \$23,100,000.00 rate 3.000%** (This rate is fixed through 6/30/08)

- **Balance today in PNC Bank investment account \$1,000.00 rate 2.850%** (This equals today's Fed Funds rate of 3.000% minus 15 basis points)
- **Balance today in Graystone Bank investment account \$1,000.00 rate 2.800%** (This equals today's Fed Funds rate of 3.000% minus 20 basis points)
- **Balance today in Commerce Bank investment account \$1,000.00 rate 1.910%** (This equals today's 90-day T-Bill rate of 2.160% minus 25 basis points)

No T.R.A.N. Line of Credit required for 2008.

Mr. Yohe: What we want to talk about now is how much do we want to put in Invest. Our policy stated that we can put it all in Invest, however, given that just two days ago it was under 3% I don't know that we want to go that far. I would be willing to divide this up by 4 and put a quarter in Invest and see what happens.

Mr. Haste: How often can you move the money?

Mr. Yohe: Invest is going to take me a day. We have some paperwork that we need to fill out. We haven't updated stuff for years with them. We haven't put any money in or out for probably the last five or six years. Probably by tomorrow we could get \$15 or \$18 million in each institution.

Mr. Haste: If one of them takes a big drop you can move it how quickly?

Mr. Yohe: All of them we can move every day. Fully liquid no fees.

Mr. Haste: I would support that.

Mr. DiFrancesco: One of the points that I think is important to note given how close the numbers are right now, money in a bank is at work in the community. I'm assuming the Invest Account and George you might know this better than anybody, the Invest Account is all holdings. They are investing the money in mutuals and stuff like that.

Mr. Hartwick: That is correct.

Mr. DiFrancesco: The other issue is that when rates are close, even if the banks are just a hair lower like they are on this report, we still may want to consider keeping it stable right now just because that money is at work in the local community when it is in a bank as opposed to Invest.

Mr. Hartwick: I think that is a valid point, if you are talking about such competitive rates. I still would like to up the Invest Account, based upon the percentage and have Mike monitor this daily. If in fact there is a larger jump to pull and try to utilize the ability to place it into the highest yielding account, especially if one outpaces the other by more than... What is it at?

Mr. Yohe: 10 basis points.

Mr. Hartwick: If it starts to get any larger than that I certainly would want to switch it up.

Mr. Yohe: Maybe we could put \$10 million in and see what happens.

Mr. Haste: I would do something. I think it also lets the banks know that we are watching it and hopefully they sharpen their pencils.

Mr. Yohe: I had conversations last week. I sent out what Invest was paying a week ago. They were paying more than 3%. When I checked to make the decision for March 1 it went down to 2.96%. It kind of made my decision easy then.

Mr. DiFrancesco: I think you're 100% right that 3% fixed is probably going to look real good in a week or two.

Mr. Yohe: We may have most of our money in Citizens in another month.

Mr. Haste: I would make the move and let them know.

Mr. Yohe: Do you want to put \$10 million in and let it sit and see what happens?

Mr. Hartwick: Yes.

Mr. Haste: Yes.

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

Mr. Burford: No report and would be happy to assist wherever I can.

SOLICITOR'S REPORT – WILLIAM TULLY, ESQ.,

Mr. Tully: All matters requiring Board action have been reviewed and are ready for action. I would be happy to answer any questions you might have.

MATTERS REQUIRING BOARD ACTION

- A. Training Packet.
- B. Tax Assessment Stipulation of Settlement for Ajazuddin Ajazuddin, 5906 Eshenaur Drive. Tax Parcel #35-003-047.
- C. Memorandum of Lease with the City of Harrisburg for purposes of constructing and operating an unmanned telecommunications facility (cell tower).
- D. Vehicle Tracking Systems Contract between Dauphin County and Wiarcom, Inc.

- E. DCED Housing & Redevelopment Assistance Grant Program Amendment for an additional \$25,000 for infrastructure and security equipment for the Dewberry St./Messiah College project.
- F. Adoption Assistance Agreements #2008-08, #2008-09, #2008-11, #2008-12, and #2008-13.
- G. Amendment #1 to the Human Services Development Fund Agreement between the Dauphin County and United Cerebral Palsy of Central Pennsylvania, Inc.
- H. Proposal and Agreement for the 2008 electronics recycling collection between the County and eco International for the May 17, 2008 and October 4, 2008 Community Recycling Event.
- I. Amendment to the 2007-2008 Weatherization Assistance Program increasing the funds by \$126,868 to the LIHEAP Program.
- J. Lease Amendment #2 between Dauphin County and Turkey Hill Minit Markets for Store #279 located at 2885 Paxton Street.
- K. Appointment of Chris Weidenhammer to the LEPC Board. Mr. Weidenhammer replaces Jessica Wigley as the American Red Cross representative.
- L. Approval of Dauphin County's Affirmative Action Plan dated July 1, 2007 to June 30, 2008.
- M. Appointment of Eric Bugaile to the Harrisburg Area Transportation Study Coordinating Committee. Mr. Bugaile replaces Representative Ronald Marisco.
- N. Appointment of Loren Bowen as Tax Collector for the Township of Conewago to serve until the first Monday of January, 2010 per Order of the Court of Common Pleas.
- O. Appointment of August "Skip" Memmi as the Alternate on the Capital Resource Conservation and Development Area Council, Inc. (RC&D). Term expires March 2009.
- P. Approval of a quote from Mahantango Enterprises, Inc. for scrap tire disposal for the Community Recycling Event at HACC on May 17, 2008.

Mr. Haste: We have Items A through P for action.

Mr. Hartwick: I just wanted to point out that we had received an additional \$126,868 in the LIHEAP Program this year, which is a positive thing.

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board approve Matters Requiring Board Action Items A through P, listed above; motion carried.

FORMER BUSINESS

(There was none.)

NEW BUSINESS

Mr. DiFrancesco: Obviously with the weather over the past 24 hours we do have some road closures. I don't want to go into detail. I have the list here if anybody is interested in it. We have two emergency operation centers opened in East and West Hanover Townships. We are not activated at the County level at this point, but obviously anybody who lived through it last night I'm assuming it was as bad everywhere as it was at my house. It was an amazing amount of water that fell in a short period of time. We will keep monitoring what is going on, but right now we have about 15 road closures and 2 EOC open and operational.

COMMISSIONERS' DISCUSSION & ACTIONS

(There was none.)

CORRESPONDENCE

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

- A. Notification from MKA advising that Susquehanna Valley Construction Corporation is applying to DEP for General Permit 8: Temporary Access Roadway for an SR 0441 Bridge project over Swatara Creek.
- B. Notification from Clifford Zimmerman advising of his intent to register use of a General Permit 6 for the installation of an agricultural stream crossing on his property located at 2993 Mill Road in Conewago Township.
- C. Notification from Buchard Horn, Inc. advising Conewago Township is applying to DEP for a General Permit #11 for maintenance, testing, repair, rehabilitation or replacement of water obstructions and encroachments for an existing stone culvert and reinforced pipe which conveys an unnamed tributary of Spring Creek beneath Gates Road to be replaced with a structure which is equal or larger in size.
- D. Notification from HRG advising that Lower Swatara Municipal Authority is applying to DEP for a PA Water Obstruction and Encroachment Permit for the Farr's Pump Station Modification Project located in Lower Swatara Township.
- E. Notification from Third Mountain Surveying advising that they are applying to DEP for a General Permit No. 11 for the repair of, and a 10 foot extension to the existing 72" CMP culvert beneath the 3B Ice Cream store located at 2199 Colonial Road in Lower Paxton Township.
- F. Notification from CET Engineering Services advising that the Lower Paxton Township Authority is applying to DEP for a Water Quality Management Part II Permit relative to the replacement of approximately 800 feet of gravity sewer and 2,000 feet of sanitary sewer forcemain as part of its Linglestown Road Sanitary Sewer Replacement Project.
- G. Notification from Act One Consultants, Inc. advising that they are applying to DEP for a Water Obstruction & Encroachment Permit for permission to install an 8" PVC sewer line across a small stream off of Stoner Drive.

- H. Notification from Keller Engineers advising that they are applying to DEP for a major modification to an existing General NPDES Permit for stormwater discharges associated with construction activities at the Meadows Marketplace shopping center.
- I. Notification from Henry Nolt advising that he is applying to DEP for a NPDES Permit for a project at Crestview Village in Londonderry Township.
- J. Notification from Hoover Engineering Services, Inc. advising that Ajesh Patel of East Coast Management LLC is applying to DEP for a NPDES Permit for stormwater discharges associated with construction activities on Capital Drive in Susquehanna 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. DiFrancesco and seconded by Mr. Hartwick that the Board adjourn.

Respectfully submitted,

Chad Saylor, Chief Clerk

Transcribed by: Richie-Ann Martz