# DAUPHIN COUNTY BOARD OF COMMISSIONERS

## LEGISLATIVE MEETING

**AUGUST 3, 2011**
**10:00 A.M.**

## MEMBERS PRESENT

Jeff Haste, Chairman
Mike Pries, Vice Chairman

George P. Hartwick, III, Secretary (ABSENT)

## STAFF PRESENT

Laura E. Evans, Esq., Chief Clerk; Marie E. Rebuck, Controller; Janis Creason, Treasurer; Fred Lighty, Esq., Human Services Director's Office; Gary Serhan, Deputy Controller; Jillian Van Belle, Solicitor's Office; Terry Kaufman, Solicitor's Office; Josh Eisner, Commissioners' Office; Bree Thomas, Commissioners' Office; Kay Lengle, Human Resources; Jeannette Long, Human Resources; Leila Brown, Solicitor's Office; Beth Barb, Public Defender's Office; J. Scott Burford, Deputy Chief Clerk; Melissa Bradley, Human Resources; Mike Yohe, Director of Budget & Finance; Randy Baratucci, Director of Purchasing; Tom Guenther, Director of IT; Julie Mackey, Commissioners' Office; Brenda Hoffer, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

## GUESTS PRESENT

Alan Kennedy-Shaffer

## 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. Pries and seconded by Mr. Haste that the Board approve the July 13, 2011 Workshop/Legislative Meeting Minutes; motion carried.**

**It was moved by Ms. Rebuck and seconded by Mr. Pries that the Board approve the July 13, 2011 Salary Board Meeting Minutes; motion carried.**

## EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Ms. Evans: There was an Executive Session held on July 27, 2011 at 9:30 a.m. regarding personnel matters.

## 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

(There was none.)

## SALARY BOARD

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

## PERSONNEL

Ms. Lengle: On the Personnel Packet, I would like to pull New Hire #9. I have no other changes.

**It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve the Personnel Packet, noting that New Hire #9 was pulled.**

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

## PURCHASE ORDERS

Mr. Baratucci: There was one item added to the Packet. It is on the last page, Page 14. They involve some security enhancements over at the Juvenile Justice Center – an intercom and card reader. Laura had requested that we add it to the Packet so we can get it approved and keep the things moving along over there. Other than that two budget items were fixed and everything else is the same as last week. Unless you have any questions, I would ask for your approval with that added item.

Mr. Haste: We'll have a few more items for that Center, correct?

Ms. Evans: There may be a few.

> **It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve the Purchase Order Packet as amended.**
>
> **Question:** Mr. Haste – Aye and Mr. Pries – Aye; motion carried.

## REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe presented the following Report:

### Report from the Office of Budget & Finance
### August 3, 2011

- **July 15, 2011** transferred **$2,800,923.25** to the **Payables** account and **$2,012,364.03** to the **Payroll** account from the County's Concentration account for checks issued that week.

- **July 22, 2011** transferred **$4,546,224.92** to the **Payables** account from the County's Concentration account for checks issued that week.

- **July 29, 2011** transferred **$8,321,093.10** to the **Payables** account and **$1,942,114.14** to the **Payroll** account from the County's Concentration account for checks issued that week.

- **Wire Payments since last report: $6,787,967.22**

- **Debt Service Payments since last report: $530,688.30**

- **Total Term Investments**
  - 3/31/11 - **$10,018,501.23** 6-mo. CD - Susquehanna Bank – **0.550%** - matures 9/29/11
  - 4/21/11 - **$20,030,680.76** 6-mo. CD - Susquehanna Bank – **0.550%** - matures 10/20/11
  - 4/21/11 - **$10,020,903.13** 12-mo. CD - Susquehanna Bank – **0.750%** - matures 4/19/12

- **Balance today in PA INVEST account #2100017144860: $1,378.13** rate **0.058%**

- **Balance today in Susquehanna Bank investment account #119002023: $11,175,504.08** rate **0.250%**

- **Balance today in First National Bank investment account #97014743: $7,564,310.76** rate **0.530%**
  (This rate equals today's **PLGIT-Class** interest rate of **0.030% plus 50 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 - #2206001209 - $15,115,414.31** rate **0.650%**

- **Balance today in PNC Bank investment account #5004319839: $24,760,495.22** rate **0.250%**

- **Balance today in Graystone Bank investment account #1610000596: $250,491.69** rate **0.650%**

- **Balance today in Metro Bank investment account #0536557523: $101.39** rate **0.120%**

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

Mr. Haste: Are there any questions of Mike? (There was none.)

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

Ms. Evans: Dauphin County will host its 4th Annual Cultural Fest this Friday, from 5:00 p.m. to 10:00 p.m. on the corner of Second & Market Streets in downtown Harrisburg. This year local and national recording artists from the Godfather of Go-Go Chuck Brown to the Impact Band and more are slated to perform. There will be plenty of food, crafts and children's activities. The theme for the children's area is Animals around the World and it will feature a mini zoo with live animals, courtesy of Zoo America. There will be face painting and games. The festival is free to attend and open to the public.

Mr. Haste: Are there any questions of Laura? (There was none.)

## SOLICITOR'S REPORT – FRED LIGHTY, ESQ.

Mr. Lighty: All of the items on your Agenda that were appropriate for review have been reviewed and are ready for Board action.

## MATTERS REQUIRING BOARD ACTION

A. Training Packet.

B. Appointment of Renee Holloman to the Tourism Board. Ms. Holloman's term will expire December 31, 0214.

C. Purchase of Service Per Diem Rates between Children & Youth and:

1. Bethany Children's Home, Inc.
2. Boyo Transportation
3. Cornell Abraxas Group, Inc.
4. Community Action Commission
5. Reading Specialists Educational Association

D. Proposed Stipulations of Assessment Appeals:

1. BRE LQ Properties, LLC located at 990 Eisenhower Blvd., Swatara Twp., Parcel #63-027-066, Dauphin County Docket No. 2010-CV-13335-TX.
2. Harrisburg Hotel Association, L.P., located at 1 North Second Street, Harrisburg, Parcel #03-003-039, Dauphin County Docket No. 2010-CV-13722-TX.
3. Jay Siaram, L.P., (Crowne Plaza) located at 23 South Second Street, Harrisburg, Parcel #03-004-018, Dauphin County Docket No. 2010-CV-13712-TX.
4. Susquehanna Masonic Home Association of Millersburg, located at 269 Market Street, Millersburg, Parcel #45-002-012, Dauphin County Docket No. 2010-CV-12863-TX.

E. 2011-2012 Grant-in-Aid Continuing Program for the improvement of Adult Probation Services Application and Agreement. (This enables Adult Probation to receive State funding for probation services.)

F. Highmark Subrogation Lien Settlement – Karen Savage.

G. Grant Agreement for the Federal Fiscal Year (FFY) 2011 Emergency Management Performance Grant (EMPG) Program, CFDA 97.042.

H. Professional Service Agreement between Dauphin County and ConnectCare3, LLC (CC3).

I. JNET Agreement between Dauphin County (Juvenile Probation) and the Pennsylvania State Police for access to the Commonwealth Law Enforcement Assistance Network (CLEAN) for criminal history and other relevant records.

J. Equipment Lease Agreement between Dauphin County and Hewlett-Packard Financial Services Company for 70 personal computers and 10 laptops for a term of 36 months.

K. Partial Refund of Real Estate Taxes from 2006 through 2011 – BT-Newyo, LLC – Parcel #63-024-088 & #63-024-096 (1821 S. 19th St.) - $1,152.54.

L. Partial Refund of Real Estate Taxes from 2011 – Keystone CBC, LP c/o Thomson Tax & Accounting – Parcel #36-013-105 (600 Hunter Lane) - $1,850.40.

M. Partial Refund of Real Estate Taxes from 2011 – Robin-Ellen Realty Associates – Parcel #10-002-001 (2535 N. 7th St.) - $335.66 and Parcel #10-002-002 (2525 N. 7th St.) - $503.49.

N. Request for Strike-off of 2009 County Taxes from the Township of Derry - $855.66.

O. Purchase of Service Agreement between Area Agency on Aging and:

1. EFCC Acquisition Corp., t/b/d/a Extended Family Care, Inc.
2. Dr. Christopher D. Royer
3. Neighborhood Services of Lancaster, Inc.
4. Jewish Family Services of Greater Harrisburg, Inc.
5. Pinnacle Health Medical Services, Inc.

P. Senior Center Grant Agreement between Area Agency on Aging and Steelton Community Development Foundation, Inc.

Q. Adoption Assistance Agreements #2011-21, #2011-24, #2011-25, #2011-26, #2011-27, #2011-28, #2011-29, #2011-31, #2011-32 and #2011-33.

R. Purchase of Service Agreements between MH/ID and:

1. Lynch Homes-Montgomery County, Inc.
2. PinnacleHealth Hospitals, Inc.

S. ITF Medicaid Waiver Service Agreement between MH/ID and PinnacleHealth Hospitals, Inc.

T. Amendment #1 to Purchase of Service Agreement between MH/ID and Lynch Homes-Montgomery County, Inc.

U. Homeless Management Information System Agreement between Dauphin County and the Capital Area Coalition on Homelessness, Inc.

V. Resolution #20-2011 approving the DUI Checkpoint & Enforcement Project Grant and designating Project Director Authorization to Detective Jerome P. Wood.

W. Automatic Rollover Services Agreement between Dauphin County, PA Deferred Compensation Plan, RolloverSystems, LLC and Alliance Benefit Group North Central States, Inc.

X. Begin the Morley Capital Stable Value II termination process and allow the VEBC the ability to stop the termination process prior to its completion. If it looks as though the termination process will need to be completed, then Retirement Collaborative LLC will bring the Board of Commissioners a recommendation, approved by the VEBC, for a new stable value offering for the Plan.

Y. At any date in the future, provide the VEBC the ability to start the termination process and stop it prior to its completion. Should it appear as though the termination process will need to be completed, the VEBC will meet with the Board of Commissioners seeking approval to complete the termination process and to provide the Board with recommendations for a replacement stable value offering.

Z. Amend the Dauphin County, PA Deferred Compensation Plan document to require an employee to have at least 1,000 hours of annual employment to be eligible to participate in the Plan. This eligibility requirement would not apply to any current employees.

AA. Amend the Dauphin County, PA Deferred Compensation Plan document to require an employee to be employed for 90 days before making payroll deductions into the Plan.

Mr. Haste: We have items on the Agenda, Items A through AA, requiring Board action. Are there any that need to be pulled out and voted on separately?

Mr. Pries: I request that we take Items Z and AA out and vote on them separately and leave in Items A through Y for an initial vote.

> **It was moved by Mr. Pries and seconded by Mr. Haste that the Board approve Items A through Y, listed above under Matters Requiring Board Action.**
>
> **Question:** Mr. Haste – Aye and Mr. Pries – Aye; motion carried.
>
> **It was moved by Mr. Pries and seconded by Mr. Haste that the Board NOT approve Items Z and AA, listed above under Matters Requiring Board Action.**
>
> **Question:** Mr. Haste – Aye and Mr. Pries – Aye; motion carried.

## FORMER BUSINESS

(There was none.)

## NEW BUSINESS

(There was none.)

## COMMISSIONERS' DISCUSSION & ACTIONS

Mr. Haste: Just a reminder that tomorrow is the County's charitable golf outing. We are doing well with that so far.

## CORRESPONDENCE

Mr. Haste: We have correspondence listed on the Agenda, Items A through F, which will be handled by the staff appropriately.

A. Receipt of a letter from DEP advising that the Annual Bond Review for 2011 regarding Surface Mining Permit No. 22030201 (Meadowbrook Coal Co., Inc.) has been determined, by both the Compliance and Technical Services Section of the Pottsville District Mining Office, to adequately represent current and planned site operating conditions and is acceptable to the Department.

B. Notification from AET advising that Melvin Nissley-Melmar Acres is applying to DEP to renew his NPDES Permit for a concentrated animal feeding operation at 1612 Pecks Road, Middletown.

C. Notification from Glace Associates, Inc. advising that Halifax Borough is applying to DEP for a NPDES Permit with regard to the development of a community recreational park at North Front Street between Armstrong & Market Streets.

D. Notification from RGS Associates advising that Frey Village (Middletown Borough) is applying to DEP for a NPDES Permit for discharges of stormwater from construction activities for a building expansion and associated site work at the existing Frey Village.

E. Notification from DEP advising that they issued a draft permit to ArcelorMittal Steelton, LLC for the pose closure care of their HWM-1 hazardous waste landfill located at 214 S. Front Street. DEP is accepting written comments from the public and ArcelorMittal on the draft permit for 45 days from the date of the letter (July 29, 2011).

F. Notification from RGS Associates advising that Multi-Properties, Inc. is applying to DEP for a General NPDES Permit for discharges of stormwater from construction activities at the Laurel Ridge project in Lower Paxton 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. Pries and seconded by Mr. Haste that the Board adjourn; motion carried.**

Transcribed by: Richie-Ann Martz