



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

AUGUST 18, 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; William Tully, Esq., Solicitor; Ed Marsico, District Attorney; Stephen Libhart, District Attorney's Office; Dave Schreiber, Personnel; Randy Baratucci, Director of Purchasing; Kay Lenge, Personnel; August Memmi, Director of Community & Economic Development; Mike Madden, Prison; Mike Yohe, Director of Budget & Finance; George Connor, Community & Economic Development; Leila Brown, Solicitor's Office; Greg Schneider, Budget & Finance; Amy Richards, Commissioners' Office; J. Scott Burford, Deputy Chief Clerk; Dave Feidt, Solicitor's Office; Jena Wolgemuth, Commissioners' Office; Brenda Hoffer, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Matt Miller, Pat Navagato, Larry Bickford, Wayne Tarvin and John Koury

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:15 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 July 28, 2010 Workshop Meeting Minutes and the August 4, 2010 Salary Board Meeting Minutes; motion carried.

It was moved by Ms. Rebeck and seconded by Mr. DiFrancesco that the Board approve the August 4, 2010 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor: As you know, we met once in Executive Session on August 11, 2010 to discuss matters of litigation.

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 at this time? (There was none.)

DEPARTMENT DIRECTORS/GUESTS

A. Larry Bickford, Senior Vice President of L. R. Kimball

1. Update on the Juvenile Judicial Center and Female Work Release Projects

Mr. Bickford: I'm Larry Bickford, Justice Planner with L. R. Kimball out of State College. My associate is John Koury from Quandel. We are part of the team producing these projects for the County.

Our purpose for being here today is to give you an update on where the projects are. I'll speak to the architectural design parts and John will speak to the schedules and cost estimation.

We essentially have two projects that are in process. The first one that I would like to report on is the Dauphin County Juvenile Courts. We are completed with the design of

this project. As you know there are three phases in design: schematic, design development and construction documents. The documents are done. The drawings and specs have been submitted to the City of Harrisburg for code review. John will talk a little bit about where we are in budget. We are waiting for the City to review our design and provide any comments so that we can finalize the design and set the bid dates. As you know Clark Resources, who are not here today, is part of this project. They have been working with us as well to coordinate the interest of DBE firms once we get ready for bidding.

Mr. Koury: Right now the schedule and the budget, the budget our team just completed last week, the detailed estimate on the juvenile center renovations. We are at about \$2.2 million for the construction costs, which is \$900,000 roughly under the prior budget set for that program. The schedule that we have right now for that is to go out to bid in late September. Receive bids in late October, with a notice to proceed anticipated by December. Approximate duration for construction is about six months on that particular project.

Mr. Bickford: Are there any questions before we move onto the next project? (There was none.)

The next project that we are here to report on is the Dauphin County Work Release Facility. We have completed design development documents. We are mid-way through actually two-thirds of the way through the design. We are proceeding into construction documents phase. That would be the last phase before we would submit that for review. We are also preparing geo-technical work for that site. The drawings and specs have been delivered to Quandel so they can do their due diligence and prepare a cost estimate as well to make sure the preliminary budget that we gave you early on that we are still within or below that budget. We know that is a significant issue for the County that we meet your budget requirements. The project has been submitted to Swatara Township for a land development review. We believe that this will proceed without any major issues from the Township. Your County Engineer is also involved in this project obviously. That is where we are on the Dauphin County Work Release. I believe there is an item on the agenda later for today to approve an amendment for us to do a geo-technical drilling on that site to make sure that the subsurface conditions are appropriate for the design that we are providing and also to consider a geo-thermal system to provide for the heating and cooling of that building. That is it from a design point-of-view.

Mr. Koury: On the schedule and budget, schedule wise, we are looking right now to put that job out in the streets in December of this year for bidding. Receive bids sometime in January with a notice to proceed anticipated late February or early March. On that project right now we are anticipating a 12-month construction schedule. The budgeting and estimating on that, before we had the design development documents now that our team is reviewing, we will be checking the estimate and budget on that within the next month.

Mr. Bickford: There is one other item and that is an amendment that was done a number of months ago requiring a master plan out at the Dauphin County Prison. We have done the work and the due diligence. We are working very closely with Mike Madden of the Prison. We have prepared a draft that we need to review first with our client before we do a final submission. That master plan relates to the final location of the Central Court Night Court and Central Booking. I can say at this point that the general location that we are recommending is at the County Prison. The specific site is something that is still subject to negotiations and final decision by the Board obviously. That completes the report of the three projects related to the justice initiatives.

B. Stephen Libhart, District Attorney's Office

- 1. PCCD Grant for Rights and Services Act for DA.**
- 2. PCCD Grant for Rights and Services Act for VWAP**

Mr. Libhart: This is the same Rights and Services Act Agreement that I come in every two years with. They went to a two-year plan as you may recall. The local policy board, which is required to be implemented in each County in order to determine the funding amounts for any RASA eligible activities met on August 4, 2010 and made a determination to fund the Victim Witness Assistance Program and the Victim Witness Advocate of the District Attorney's Office. This is consistent with the way we have split this funding since I have been employed with the County and to my knowledge beforehand. Basically the percentages do not change. The only way the dollar amounts change is based on the amount of available funding. That said, we do now submit it as two separate applications/contracts; one specifically for VWAP and one for the County as an applicant. Primarily it's done that way at the request of PCCD to capture separate data instead of co-mingling what the VWAP Office does in their role of advocacy as opposed to what the District Attorney's Victim Witness Advocate does in theirs. Other than that it is standard operating procedure for both of these. I would ask that both of them be approved. The applications have both been submitted in the amounts of \$54,824 for the District Attorney's Office for two years and \$301,674 over two years to the Victim Witness Assistance Program. The difference in the amounts obviously is that we fund one advocate and they fund about seven. If you have any questions, I would be happy to entertain them now.

Mr. Hartwick: Has the value gone down over the past two years?

Mr. Libhart: The total value decreased pretty substantially last year and has come back up slightly this year. It is almost consistent with what it was two funding cycles ago, but still slightly down probably 2% from that prior amount.

SALARY BOARD

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

PERSONNEL

Ms. Lengle: Are there any questions on any of the Personnel Transaction Items? There are a couple of Addendums.

Mr. DiFrancesco: Just for the record, I will be abstaining from Item 51 on Page 7.

Mr. Hartwick: Mike, I might have missed it, could you send out what this does to our vacancy adjustment?

Mr. Saylor: We are in and about the hiring window.

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

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco, noting that Mr. DiFrancesco is abstaining on Item #51.

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

PURCHASE ORDERS

Mr. Baratucci: There are no changes from last week other than a couple of small budget items have been adjusted. Do you have any questions? (There was 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.

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe gave the following report:

Report from the Office of Budget & Finance August 18, 2010

- **August 6, 2010** transferred **\$806,027.08** to the **Payables** account from the County's Concentration account for checks issued that week.
- **August 13, 2010** transferred **\$7,328,784.58** to the **Payables** account and **\$1,913,319.09** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **Total Term Investments**
 - 3/18/10 - **\$ 5,000,000.00** 9-mo. CD - Graystone Bank – **0.900%** - matures 12/16/10

- 4/29/10 - **\$20,028,272.42** 6-mo. CD - Susquehanna Bank – **0.550%** - matures 10/28/10
- 7/15/10 - **\$20,084,751.93** 6-mo. CD - Susquehanna Bank – **0.550%** - matures 1/13/11
- 7/20/10 - **\$10,000,000.00** 5-mo. CD – Fulton Bank – **0.400%** - matures 12/20/10
- **Balance today in INVEST: \$1,376.93 rate 0.148%**
- **Balance today in Susquehanna Bank investment account: \$53,242,190.02 rate 0.250%**
(This rate is fixed for the month)
- **Balance today in First National Bank investment account: \$7,525,170.17 rate 0.610%**
(This rate equals today’s PLGIT-Class interest rate of 0.060% plus 55 basis points)
- **Balance today in Citizens Bank Municipal Money Market account - \$15,490.79 rate 0.200%** (This rate is fixed for the month)
- **Balance today in Citizens Bank Municipal Money Market Checking account #6221269710 - \$11,542.13 rate 0.200%** (This rate is fixed for the month)
- **Balance today in Integrity Bank Money Market Checking account 1- \$5,010,953.37 rate 0.850%** (This rate is fixed for the month)
- **Balance today in Integrity Bank Money Market Checking account 2- \$5,012,887.99 rate 1.000%** (This rate is fixed for the month)
- **Balance today in PNC Bank investment account: \$1,046.72 rate 0.200%** (This equals today’s Fed Funds rate of 0.250% minus 5 basis points)
- **Balance today in Graystone Bank investment account: \$1,032.00 rate 0.050%** (This equals today’s Fed Funds rate of 0.250% minus 20 basis points)
- **Balance today in Metro Bank investment account: \$101.27 rate 0.150%**

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

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor: I have asked for a few minutes of your time afterwards for a very brief Executive Session to talk about a matter of litigation. Unless there are questions of me that is all I have. (There was none.)

SOLICITOR’S REPORT

Mr. Tully: All the matters requiring Board action have been reviewed and are ready for a vote. I would be happy to answer any questions you might have. (There was none.)

MATTERS REQUIRING BOARD ACTION

- A. Training Packet.
- B. Contract between Dauphin County and Pennsylvania Process Service/Rominger, Inc. for personal processing services for the Domestic Relations Section in establishment and enforcement of orders.
- C. Request for Exoneration of current and outstanding taxes on mobile homes – Greylag Corporation – Parcel #34-021-004-088-0220 (Stephanie Henninger), #34-21-004-009-0009 (Vicki Zeigler) and #34-21-004-090-0244 (David Nunez) - \$2,996.84.
- D. Refund of 2009 Real Estate Taxes – Edie Enterprises – Parcel #30-019-026 (205 Industrial Rd.) - \$5,186.82.
- E. Agent and Depository Agreement between Dauphin County, Dauphin County Treasurer, Patricia Smeltz, Tax Collector, Borough of Pillow and the Upper Dauphin School District for the collection of real estate and per capital taxes.
- F. Pennsylvania Emergency Management Agency/State Fiscal Year 2010/2011 Hazardous Materials Response Fund Grant Agreement in the amount of \$31,276.00.
- G. Purchase of Service Per Diem Rates between Children & Youth and:
 - 1. YWCA of Greater Harrisburg
 - 2. Boy's and Girl's Club of Central Pennsylvania, Inc.
 - 3. Philhaven
 - 4. Pinkey's Vineyard of Faith
 - 5. SafeGuards Specialized Foster Care t/d/b/a Reading Specialists Educational Association
 - 6. Silver Springs-Martin Luther School
 - 7. United Methodist Home for Children Residential Care, Inc.
 - 8. Valley Youth House
 - 9. Wordsworth Academy Residential Treatment Center
 - 10. Youth Services Agency of PA
 - 11. Concern Professional Services for Children, Youth & Families
 - 12. Diakon Lutheran Social Ministries
 - 13. Diversified Treatment Alternatives, Inc.
 - 14. Drug & Alcohol Rehabilitative Service, Inc.
 - 15. Families United Network, Inc.
 - 16. Family Care for Children and Youth, Inc.
 - 17. George Junior Republic of PA
 - 18. Glen Mills School
 - 19. Harborcreek Youth Services, Inc.
 - 20. The Impact Project, Inc.
 - 21. Jewish Family Service of Greater Harrisburg, Inc.
 - 22. Adelphoi Village, Inc.
 - 23. Amudipe's Residential & Day Treatment Facilities
 - 24. Bair Foundation of Pennsylvania
 - 25. Bethany Children's Home, Inc.
 - 26. Catholic Charities of the Diocese of Harrisburg, PA
 - 27. Centre County Youth Service Bureau
 - 28. Chariots LLC
 - 29. CHOR Youth & Family Services, Inc.

30. Clear Vision
 31. Community Service Foundation
 32. International Service Center
 33. Hempfield Behavioral Health, Inc. (2009/2010)
 34. PA Counseling Services (2009/2010)
 35. PA Counseling Services
- H. Hotel Tax Disbursement to Dauphin County Ag Land Preservation Board for the purchase of 30 preserved farm land signs for \$1,970.00.
- I. Purchase of Service Agreements between Children & Youth and:
1. Harrisburg Area YMCA
 2. Hempfield Behavioral Health, Inc.
 3. Pennsylvania Counseling Services, Inc.
 4. Visiting Nurse Association of Central Pennsylvania, Inc.
 5. Knowledge Learning Corporation
 6. Uplift, Inc.
 7. Pressley Ridge, Inc.
 8. New Beginnings Youth and Adult Services, Inc.
 9. RSR Appraiser & Analysts
- J. Amendment #1 to Purchase of Service Agreement between Children & Youth and ChildFirst Services, Inc.
- K. Adoption Assistance Agreements #2010-49, #2010-53, #2010-54, #2010-59, #2010-60 and #2010-61.
- L. Purchase of Service Agreement between Drugs and Alcohol and Center for Champions of PA, Inc.
- M. LTSR Agreement between Dauphin County and Franklin/Fulton County MH/MR Program.
- N. Amendment #1 to the October 1, 2001 Agreement between Dauphin County and Community Behavioral HealthCare Network of Pennsylvania (CBHNP).
- O. Human Services Development Fund Certification Statement.
- P. Purchase of Service Agreement between MH/MR and Dr. Fauzia Sheikh.
- Q. Purchase of Service Agreement between Dauphin County and Jump Street, Inc.
- R. Proposed Stipulations of Settlements:
1. Prologis-Keystone Operating Partners, Docket No. 2009-CV-07055-TX, Parcel #36-011-068 (201 Fulling Mill Rd.).
 2. Prologis – NA3 PAll, LP, Docket No. 2009-CV-13802-TX, Parcel #68-022-105.
 3. Prologis – Keystone Central Storage LP, Docket Nos. 2009-CV-13908 & 13912-TX, 3500 & 3500A Industrial Rd., Parcels #14-041-019 & 020.
 4. Prologis – MIT-JPM Limited, Docket No. 209-CV-13921-TX, 6455 Allentown Blvd., 300 Blue Mtn. Logistics Center, Parcel #35-034-055.
 5. Prologis – Keystone CBC, LP, Docket No. 2009-CV-14302-TX, 300 Hunter Lane, Parcel #36-013-141.
- S. Partial Refund of 2008 & 2009 Real Estate Taxes – Mount Pleasant Housing LP – Parcel #02-022-037 - \$7,215.89.

- T. Appointment of William Pettigrew, Sr. to the Dauphin County Housing Authority. Mr. Pettigrew's term will expire August 20, 2015.
- U. Schaffner Youth Center Per Diem Rates for the year 2010/2011 – Detention \$567.81 and Shelter \$478.33.
- V. Application to the PA Commission on Crime & Delinquency for a Rights and Services Act Grant for the Dauphin County District Attorney's Office.
- W. Application to the PA Commission on Crime & Delinquency for a Rights and Services Act Grant for the Victim Witness Assistance Program.
- X. Dominick DeRose Appeal Level 2.
- Y. Contract Amendment #3 to the Owner & Architect Agreement between Dauphin County and L.R. Kimball.

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

Mr. Hartwick: I need to note an abstention on G26 and I also want to table, in the Training Packet, Item #12.

It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick that the Board approve Items A through Y, noting that Item #12 on the Training Packet is tabled and that Mr. Hartwick will be abstaining from G26.

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

FORMER BUSINESS

(There was none.)

NEW BUSINESS

(There was none.)

COMMISSIONERS' DISCUSSION & ACTION

Mr. DiFrancesco: One thing from the CCAP Conference, I believe I put the materials in your bin Commissioner Haste, but I was unaware of this program, there is a vendor out of New Jersey that does video conferencing for psychiatric evaluations, almost like in situations where if we move forward with the central booking, quick evaluations could be done. I thought that was rather interesting. I have never seen that before.

Mr. Hartwick: Do they do it for juveniles as well?

Mr. DiFrancesco: I think.

Mr. Hartwick: That could be very helpful.

Mr. Haste: Just to note that we do have Prison Board this afternoon at 1:30 p.m.

CORRESPONDENCE

Mr. Haste: There is correspondence on the Agenda, which will be handled by the staff, Items A through D.

- A. Receipt of a letter from the PA Department of Health advising that the letter establishes an interagency agreement between the Southcentral District Office and the Northern Dauphin Human Services Center.
- B. Notification from Storb Environmental Incorporated advising that Tower Sales, Inc. is applying to DEP for a NPDES permit for the Williamstown Bulk Petroleum Storage Facility.
- C. Notification from Pennsylvania American Water advising that they are filing an application with the PA Public Utility Commission for the approval of the right to offer, render, furnish or supply water service to the public in a portion of South Hanover Township.
- D. Notification from Librandi's, Inc. advising that they are applying to DEP for the renewal of an Operating Permit.

PUBLIC PARTICIPATION

Mr. Haste: We are again at the point in time 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