



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

AUGUST 20, 2008

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; August Memmi, Community & Economic Development; Amy Richards, Commissioners' Office; J. Scott Burford, Deputy Chief Clerk; Dave Schreiber, Personnel; Leila Brown, Solicitor's Office; Mike Yohe, Director of Budget & Finance; Randy Baratucci, Director of Purchasing; Melissa Wion, Personnel; Fred Lighty, Esq., Human Services Director's Office; Kay Lengle, Personnel; Faye Fisher, Director of Personnel; Tom Guenther, Director of IT; Carolyn Thompson, Court Administrator; Greg Schneider, Budget & Finance; Kim Robison, Director of Domestic Relations; Jena Wolgemuth, Commissioners' Office; Brenda Hoffer, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

David Twaddell, Esq., Garry Lenton, Jay Wenger, Doug Goldberg, Sam Gruer and John Hewlett

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. DiFrancesco and seconded by Mr. Hartwick that the Board approve the July 30, 2008 Workshop Meeting Minutes and the August 6, 2008 Legislative Meeting Minutes; motion carried.

It was moved by Ms. Rebeck and seconded by Mr. DiFrancesco that the Board approve the July 30, 2008 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor: We met once in Executive Session on the 6th of August to discuss matters related to personnel.

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. David Twaddell, Esq., (Rhoads & Sinon)
Doug Goldberg & Sam Gruer (Deutsche Bank)
Jay Wenger (Susquehanna Group Advisors)
John Hewlett (Access Financial Markets)**

- 1. Ordinance #6-2008 – Interest Swaps and Interest Rate Management Plan**

Mr. Wenger: You have in front of you a resolution for a Swap that we had been discussing for a couple of months and in that it incorporates the Interest Rate Management Plan, which is a document required under the Local Government Unit Debt Act. It has been prepared by John Hewlett and Matt Kirk of Access Financial Markets.

The overview of this proposed Swap transaction is a total amount of about \$41 million, covering several series or portions of several series of the County's debt. One will have a ten (10) year maturity and the other will be fifteen (15) years. It is what we call a range of accrual Swap. This is similar to the basis Swap or Swaps that the County has done in the past with kind of a modification to it. That modification is that for the first year, on one Swap you will receive 3 month LIBOR plus approximately 260 basis points subject to final pricing and you will pay 3 month LIBOR. On the other Swap the spread is about 170 basis points subject to final pricing. After the first year then that same spread exists except if and when 3 month LIBOR would be above 7%. Then there is a calculation then for the number of days that 3 month LIBOR is above 7% we are basically discounting the economic benefit to the County. Your risk is a very high rate environment that would erode the projected economic value of this proposed Swap transaction. Having said that, the offset would be that the County's cash portfolio would be earning a lot more in a higher rate environment. So, we really view them as kind of offsetting in that kind of high rate environment where the Swap value starts to deteriorate, but your cash portfolio would improve in terms of interest income. We have modeled this, that \$41 million of notional value of the Swaps wasn't arbitrary. It was done to match up to some degree your cash position. That is how we arrived at the value of these Swaps. Certainly at your leisure if you have questions, there are a lot of schedules that John and Matt have prepared in connection with this. The risk profile on this is similar to the basis Swaps that you have done in the past. Again, the difference here is if short term rates 3 month LIBOR go above 7% then we start to eat in or erode the economic value of the Swap as it is contemplated to work. As we sit here today, if you really think we are going to enter into an interest rate environment where short term rates are at a sustained level of 7% or higher then you probably would not want to do this. We believe, again, not so much that we know where rates are going, but as a kind of balance against your cash portfolio that this is a productive transaction.

Mr. Haste: I have a question. With the option for Deutsche Bank, I think at the end of the year, they get the option to terminate or not terminate.

Mr. Wenger: That is correct.

Mr. Haste: Maybe I misread some of the documents when I went through them yesterday; we are paying 80 basis points for that. If we removed that option, first of all is that an option?

Mr. Wenger: The very short answer is that you can create or eliminate almost any option you want to. Every bell and whistle you add to it tends to have some offsetting economic consequence to it. We have two gentlemen here from Deutsche Bank and I will ask them economically if eliminating that option is a viable option.

Mr. Goldberg: It is a viable option, but it will reduce the spread. It is probably worth approximately 70 or 80 basis points on the 10 year trade and maybe even more on the 15 year trade, because it is longer. It really comes down to the spread you are receiving. If you want to get rid of that option that is fine with us. It is your choice and it

really depends on do you want the flexibility to have this trade on maturity or do you want to get 70 to 90 basis points additional spread upfront and give us that option.

Mr. Haste: That was one thing that I wrestled with yesterday. What is your thought on keeping that in there or to remove that option? If we were to remove that option basically then the option to terminate sort of comes back to us, but at a price. Is that correct?

Mr. Wenger: You always have the option to terminate at market and Deutsche Bank has the option to terminate at what we would call pars. So, to the extent that there was economic value in the termination it would accrue to Deutsche Bank not the County.

Mr. Haste: With their option.

Mr. Wenger: That's correct.

Mr. Haste: But if we took that out and we took less money and gave it our option how does the deal look?

Mr. Wenger: As Doug said you would get a lower spread instead of it being 170 basis points on the 10 year trade it would be somewhere in the ballpark of 90 to 100 basis points. On the 15 year trade you are probably looking at 180 to 190 basis points; maybe a little less than that. It is kind of trading spread for market value if you will. We tend to look at these more on a casual basis than a do we really think we are entering into this to terminate it at a profit in the future I guess would be our perspective.

Mr. Haste: Although we had success with those in the past.

Mr. Wenger: Absolutely. That is correct in every case. While that has been true we would never come to you with the expectation that we are entering into a Swap just for the potential to terminate it at a profit. It is nice to get to that point, but that would be the wrong reason to enter into one.

Mr. Haste: Do you think the option is worth... If you had both in front of you which one would you prefer?

Mr. Wenger: As a client I would prefer the higher spread. Again, we modeled this against your cash portfolio. So, we are looking at this as a way to boost, if you will, interest income albeit it is associated with debt interest income and a low rate environment. If we get to a very high rate environment all we are going to do is offset some interest income. We view it more as a cash flow model as opposed to a chance to make a one time pop.

Mr. Haste: Even that, I guess the only thing I was thinking even as rare, it appeared to be more when you looked at the history of getting into that over 7% interest rate. If it

ever got to that it could be a hefty payout that the County would have for that period of time. If we had the option we would be able to lessen that hit at that time.

Mr. Wenger: On a cash flow basis yes.

Mr. Goldberg: For you to unwind the Swap for a profit, rates would actually have to go down from here, not up. In the instance you just said when the rates are higher there would be a premium owed by the County not received the premium.

Mr. Haste: Correct. So, that option is really only for one year.

Mr. Goldberg: No, anytime after the first year. If you didn't have that option in there rates would have to come down to have value from unwinding.

Mr. Wenger: To that point, when you enter into these you really have to take the position that you have the fortitude to suffer through negative cash flow markets and not just jump off.

Mr. Haste: When we look at those it appears to be if we hit that it is short periods of time and then we would be back out of them.

Mr. Wenger: Yes. The qualifier would be I'm not going to sit here and tell you I know where interest rates are going to be at 5:00 on Friday let alone for the next 15 years. We think it is a well thought out strategy.

Mr. Haste: I agree. When we sat and went through all this it made sense to me. It was just when I was reading through the documents yesterday that struck me as another option that we really didn't talk about.

Mr. DiFrancesco: Just for the record. Why the whole cash portfolio with one company? Are there other companies out there doing it?

Mr. Wenger: In the Swap world once it is done one time it is generally replicated countless times. The concept was brought to us and Access Financial Markets by Deutsche Bank. In kind of the world of honorable relationships we felt it was the right thing to do. Our job is to verify on your behalf that the pricing is fair when it gets priced assuming you approve this. We are comfortable that it will be on the market. Could you bring in somebody else to do this, yes, but the idea came directly from Deutsche Bank.

Mr. Haste: Mr. Yohe, do you have any questions? Are you okay with this?

Mr. Yohe: Yes.

Mr. Twaddell: You have before you a draft of Ordinance #6-2008. It is very similar to the Ordinance that the County has enacted in the past to authorize Interest Rate Management Agreements under the Local Government Unit Debt Act. This Ordinance

would approve the entry into the two Interest Rate Swap Contracts that Mr. Wenger has just described. The Ordinance approves a new Interest Rate Management Plan that is set forth at Tab A. That of course reviews the various risk and benefits to the County. It does have some sensitivity analysis projecting various scenarios going forward in the future and describes the ways in which the County will manage the risks that are associated with the Swap primarily by monitoring the interest rate marketplace. The form of the Swap contracts themselves is set forth at Tab B. Tab C, because of course we are, as required by law, swapping this with respect to certain debt that's currently on the books of the County. We have a schedule prepared to show what the maximum liability of the County is with respect to the swapped bonds and the swap contract. Your enactment of the Ordinance would authorize the Swaps to be entered into by the Budget Director's review of the final terms and the approval of your Financial Advisor to the terms of the Swap. I just wanted to make one comment an expression of thanks to Deutsche Bank. This being something of a novel swap under the Debt Act did present some novel questions in terms of how to comply with the interest rate maximum, one of the notations that is required by the Debt Act and they were very flexible in terms of crafting some new versions as to ways that the rates will be adjusted. We do have Swaps on Swaps here. There are some Swaptions outstanding so it took some creative thinking and both Access Financial and Deutsche Bank were very helpful in that regard. I would be happy to answer any questions about the Ordinance and the procedure; otherwise the matter is before you for action.

Mr. Haste: In doing some research, I think this was a very creative good approach. Good job!

It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick that the Board adopt Ordinance #6-2008 – Interest Swaps and Interest Rate Management Plan, captioned as follows, contingent on the final negotiations of Schedule #3; motion carried.

ORDINANCE #6-2008 OF THE BOARD OF COUNTY COMMISSIONERS OF THIS COUNTY AUTHORIZING AND APPROVING QUALIFIED INTEREST RATE MANAGEMENT AGREEMENTS (INTEREST RATE SWAPS) WITH RESPECT TO THE CERTAIN SPECIFIED OUTSTANDING INDEBTEDNESS OF THIS COUNTY; SETTING FORTH THE SUBSTANTIAL FORMS OF THE QUALIFIED INTEREST RATE MANAGEMENT AGREEMENTS; SETTING FORTH AND ADOPTING AN INTEREST RATE MANAGEMENT PLAN; DETERMINING THAT AN AWARD OF SAID AGREEMENTS TO A QUALIFIED COUNTERPARTY AT PRIVATE SALE BY NEGOTIATION IS IN THE BEST FINANCIAL INTEREST OF THIS COUNTY; AWARDING SAID AGREEMENTS (TO A QUALIFIED PROVIDER SELECTED IN ACCORDANCE WITH THE APPROVED INTEREST RATE MANAGEMENT PLAN); AUTHORIZING SPECIFIED OFFICERS OF THIS COUNTY TO EXECUTE, TO ATTEST AND TO DELIVER SAID AGREEMENTS; MAKING CERTAIN CONVENANTS OF THIS COUNTY WHICH ARE INTENDED TO SECURE THE QUALIFIED INTEREST RATE MANAGEMENT AGREEMENTS; AND AUTHORIZING APPROPRIATE OFFICERS OF THIS COUNTY TO TAKE RELATED ACTIONS.

SALARY BOARD

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

PERSONNEL

Ms. Lengle: I have two Addendums. Are there any questions on those? (There was none.)

In the listing that Brooke presented last week, I would like to pull Item #10, a Request to Fill Vacancy. That position has been reclassified to Legal Clerk 1 through the Salary Board action.

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board approve the Personnel Packet and Addendums, noting that Item #10 under Request to Fill Vacancies was pulled; motion carried.

PURCHASE ORDERS

Mr. Baratucci: I have one item that has been added since last week's packet. It is on Page 12. It is another item for MDJ Wenner's Office. They are trying to get his office in shape for opening. It did not make it in time for the Workshop, but I believe Mr. Guenther asked for it to be added and you agreed. All the items that needed budget amendments were taken care of and the Packet stands ready for your action unless you have any questions.

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

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe presented the following Report:

Report from the Office of Budget & Finance August 20, 2008

- **August 8, 2008** transferred **\$2,566,865.73** to the **Payables** account from the County's Concentration account for checks issued that week. (Delinquent Tax Distribution - \$1.9 million)
- **August 15, 2008** transferred **\$10,152,654.11** to the **Payables** account and **\$1,767,160.72** 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 \$170,285.00 rate 2.155%**

- **Balance today in Susquehanna Bank investment account \$28,292,301.63 rate 2.500%** (This rate equals the Susquehanna Bank 91-day T-Bill rate plus 78 basis points. It is fixed for the month)
- **Balance today in Sovereign Bank investment account \$1,102,062.07 rate 2.350%** (This equals today's 1-month LIBOR rate of 2.470% minus 12 basis points)
- **Balance today in Citizens Bank investment account \$85,837,192.19 rate 2.600%** (This rate is fixed for the month)
- **Balance today in PNC Bank investment account \$1,000.00 rate 1.850%** (This equals today's Fed Funds rate of 2.000% minus 15 basis points)
- **Balance today in Graystone Bank investment account \$1,000.00 rate 1.800%** (This equals today's Fed Funds rate of 2.000% minus 20 basis points)
- **Balance today in Commerce Bank investment account \$1,000.00 rate 1.520%** (This equals today's 90-day T-Bill rate of 1.770% minus 25 basis points)

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

Investment Account Bank RFP

Mr. Yohe: I got the results back from our Investment Account RFP for the term September 2008 to February 2009. This was actually the easiest one that I had yet. I have a hand-out for you. Back in July I sent out the RFPs to 12 banks. I got responses back from Citizens, Susquehanna, Sovereign, PNC and Wachovia. At the bottom Graystone, Commerce, M&T, Mid Penn, Centric, Halifax and PA State Bank did not submit bids. Three of the five that we got back, this was actually the first time where it was very clear who the top three were. Citizens Bank has quoted a 2.75% fixed the whole way through February. Actually they said that is fixed through June if we choose. That might roll into the next one depending on where rates are at that time.

Mr. Haste: June of?

Mr. Yohe: 2009. That may look good six months from now. It was clear in the response I got back that no one is forecasting any kind of quick jump in the interest rates. 2.75% is probably going to be our high for the life of this RFP. Susquehanna's bid was a 90-day Treasury, which is an average of the previous month's plus 75 basis points. They came in second. Sovereign was the 1-month LIBOR minus 10 basis points. Their current bid is 1-month LIBOR minus 12 so they went up 2 basis points. As you are aware, I did put a clause in the RFP that if they are not within 20 points of the high bidder, we reserve the right to move those funds and both Citizens and Susquehanna have shown they are willing to take up to \$110 or \$120 million. I will make that clear when we send this out. Assuming you agree with me I will contact

these and will remind them that Citizens Bank has the high bid of 2.75% if you want in this mix you must be at least within 20 points.

Mr. DiFrancesco: Under State law I know they have to have this money collateralized. How does the State law guarantee? Who needs to be actually looking at the portfolio to make sure that is being done properly?

Mr. Yohe: We get a list.

Mr. DiFrancesco: They do verify?

Mr. Yohe: Yes, they do send us a listing of all their Act 72 holdings in a separate account.

Mr. DiFrancesco: Do we just go on faith that the list is accurate or do we...? I'm not even sure if the Department of Banking looks at that?

Mr. Yohe: I have been going on faith that as long as the list is... and evidently their holdings are way higher than what we have. I don't know what other governmental accounts they have that are part of that. They have assured us that our invested monies are covered under their account.

Mr. DiFrancesco: These institutions are all strong and that is a great thing, but it would still be nice to know that it is more than just faith.

Mr. Yohe: With these three I'll get more reassurance.

Mr. DiFrancesco: Sometimes we rely that the State Law says it so therefore it must be true. I would really like to know that there is some meat behind that guarantee.

Mr. Twaddell: We do believe that the Department of Banking in its audit function would be testing at least on an annual basis the Act 72 deposits and liabilities. We can certainly confirm that for you.

Mr. DiFrancesco: I think it would be nice for us to know; a little more reassurance. Thank you.

Mr. Haste: Especially since we are going to be putting larger pots of money into one bank as opposed to spreading it like we had.

Mr. Yohe: We could potentially have \$120 million in Citizens or Susquehanna. Citizens don't even blink when we send some. Susquehanna likes me to let them know if we are going to be putting in a large influx of cash.

Mr. DiFrancesco: Just given some of the headlines that we have been reading lately about banks in other areas and again I don't ever want to infer... I know our banks are

rock solid and strong in this area, but still it is something that we need to know that we are in fact covered.

It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick that the Board approve the Investment Account RFP Ranking for the term September 2008 – February 2009; motion carried.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor: I have two items to bring to your attention. One involves the Parking Garage across the alley, which also contains the Human Service Building. The parking gates in front of the Garage have become old and antiquated. I'm told that it has become difficult to locate parts for the gates and so we have begun a process to look for ways to replace the gates and update the technology there. I just wanted to make you aware of this. Under our arrangement with that facility, any repairs and upgrades are borne by the County and I anticipate an agenda item very shortly for you to consider. The proposals are in the \$30,000 to \$50,000 range. If you have detailed questions we can certainly arrange to do a presentation.

Mr. DiFrancesco: Make certain that the new gates can handle motorcycles, because the current gate cannot.

Mr. Saylor: I will check that and will let you know.

Mr. DiFrancesco: It is a weight thing that triggers the gates. It won't open and if it does there is a chance that they get caught half way.

Mr. Saylor: The other item that I want to bring to your attention involves Item W on the Agenda today. That is the Engagement Agreement with The Benecon Group. You may recall some weeks ago this group came in to give us a presentation regarding our healthcare. Our move towards a self-funded arrangement, which will be a significant step which will not impact employees, but certainly has a potential to impact our budget greatly. As a result of that and a lot of discussions, we have an item for you to consider on the Agenda. What I would like to do is just have Melissa come forward and present to you the comparison data and answer any questions you may have before we take a vote on this.

Ms. Wion: In front of you is a listing of consulting quotes for one-time services to begin the self-funding arrangements for health and prescription coverage. We sent the services to five consulting firms along with the basic services that would be required to begin this process. Through conversations and quote responses, The Benecon Group is the consulting firm that can provide the required one-time services at a cost effective amount. These services will be contracted for a six month period. I can answer any questions you may have concerning the chart or Benecon.

Mr. Haste: In the six months they are going to monitor?

Ms. Wion: No, what the six months service would be is to create the RFPs that are necessary for the self-funding arrangements, to analyze the responses from perspective healthcare companies and prescription companies and to help us with negotiations with those carriers that we choose, as well as to help implement the self-funding program.

Mr. DiFrancesco: Six months starting...

Ms. Wion: It would be September to February.

Mr. Saylor: If you approve this the next step obviously will be to get the RFP together for the insurance carrier. We would also begin to look at right away stop loss insurance and get some proposals for that. The idea being that January 2009 we will be in a self-funded arrangement. Once we are firmly in that then we will begin the process of...

Mr. Haste: Or some hybrid thereof.

Mr. Saylor: We will begin the process of essentially comparing consultants going forward. That is all I have unless there are questions of me.

SOLICITOR'S REPORT – WILLIAM TULLY, ESQ., SOLICITOR

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

MATTERS REQUIRING BOARD ACTION

- A. Training Packet.
- B. Appointment of Daniel Scully to the Dauphin County Local Emergency Planning Committee.
- C. Refund of 2008 Real Estate Taxes – Carol E. Schaar – Parcel #42-004-011 - \$478.44.
- D. Purchase of Service Agreement between Area Agency on Aging and Bayada Nurses.
- E. Purchase of Service Agreement between Children & Youth and International Service Center, Inc.
- F. Subsidized Legal Custodianship Agreement #2008-03.
- G. Child Welfare Education for Leadership (CWEL) Program Agreement between Dauphin County, the University of Pittsburgh and Melissa A. Chambers.
- H. MH Purchase of Service Agreements between MH/MR and:
 - 1. United Cerebral Palsy of Central Pennsylvania, Inc.
 - 2. Rachel Bechtel, M.S.
 - 3. Youth Advocate Programs, Inc.

4. NAMI Pennsylvania
 5. Riverside Professional Development, LLC
 6. Northwestern Human Services of the Susquehanna Valley t/d/b/a Susquehanna Developmental Services
 7. Philhaven
 8. Center of Independent Living of Central Pennsylvania
 9. Gaudenzia, Inc.
 10. Melissa Moore Anderson, PT
 11. Victoria Kern, MPT t/d/b/a Kern Physical Therapy Services
- I. MR Waiver Purchase of Service Agreements between MH/MR and:
1. United Cerebral Palsy of Central Pennsylvania, Inc.
 2. Northwestern Human Services of the Susquehanna Valley t/d/b/a Susquehanna Developmental Services
- J. ITF Medicaid Waiver Service Agreements between MH/MR and:
1. United Cerebral Palsy of Central Pennsylvania, Inc.
 2. Rachel Bechtel, M.S.
 3. Melissa Moore Anderson, PT
 4. Victoria Kern, MPT t/d/b/a Kern Physical Therapy Services
- K. Homeless Assistance Program Fund Agreement between MH/MR and Christian Churches United of the Tri-County Area.
- L. Amendment #2 to the Human Services Development Fund between the County and United Cerebral Palsy of Central PA, Inc.
- M. Adoption Assistance Agreements #2008-34, #2008-48, #2008-50, #2008-53, #2008-54, #2008-55 and #2008-56.
- N. Agreement with Drug Impairment Detection Services (DIDS) for Sleep Time Alcohol and other Drug Abuse Monitoring.
- O. Purchase of Service Per Diem Rates between Children & Youth and:
1. International Service Center
 2. Pressley Ridge, Inc.
- P. Satisfaction Agreement for Danielle Stephens on the property located at 266 Saddle Ridge Drive, Harrisburg, PA 17110 (\$5,000.00).
- Q. Subordination Agreement for Janis Tolan on the property located at 23 Juniata Street, Middletown, PA 17057.
- R. Contract Amendment to Cooperative Agreement between Constable Daniel L. Roach and Dauphin County.
- S. Annual Grant-in-Aid Award Notification from the PA Juvenile Court Judges Commission.
- T. Resolution #16-2008 designating the Dauphin County Office of Community and Economic Development as the Industrial Development Organization of the County of Dauphin.
- U. Purchase of Service Agreement between Drugs and Alcohol and Ralph A. Moyer, Jr.

- V. Agreement between Dauphin County and Redrock Construction, Inc. for Dauphin County 2008 Bridge Maintenance Repairs.
- W. Engagement Agreement between Dauphin County and The Benecon Group, Inc. for employee benefits consulting services.
- X. Weatherization Program Contract for \$622,657 from the Pennsylvania Department of Community and Economic Development.

Mr. Haste: We have Matters Requiring Board Action Items A through X. Are there any that need to be further discussed or pulled out at this time? (There was none.)

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

FORMER BUSINESS

(There was none.)

NEW BUSINESS

Mr. Hartwick: Dauphin County has been selected as a pilot county for the Court Improvement Project through the Pennsylvania Supreme Court, which is going to involve a significant amount of new revenue to do a number of things such as continuing to expand family group conferencing here in Dauphin County.

Mr. DiFrancesco: Just one comment for directors, I noticed coming across my desk at least from some of my oversights some of the training requests that come through the costs of travel just some of the car rentals and things of that nature. People need to be real attentive to the fact that when they go out on training they get what they need not anything more than what they need. I noticed that there was some car rentals coming through that were not necessary. There were also some areas where under the new program that we have with Enterprise that was not being used. Literally I just had one come across my desk where we saved about \$100 for one trip, because of the Enterprise deal. We watch those very closely. I just want to remind directors that they need to be watching them closely. I would prefer that it didn't get to my desk with those types of errors on it and then I have to send them back. Just a reminder to be attentive that we are watching costs and we want to make sure that we are doing things the most economical way that we can.

CORRESPONDENCE

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

- A. Notification from Rettew advising that Cider Press Associates, LLC is applying to DEP for a Section 404 Permit with regard to The Village of Shadebrook project in Lower Paxton Township.
- B. Notification from LRHA advising that Landmark Builders, Inc. is applying to DEP for a General NPDES Permit for the discharge of stormwater during construction activities at the Hoffman Heights Project in Swatara Township.
- C. Notification from Skelly and Loy advising that the Dauphin County Conservation District is applying to DEP for a General NPDES Permit for the discharge of stormwater during construction activities at the Bear Creek Watershed Phase II Project in Wiconisco Township.
- D. Notification from HRG advising that the Lower Paxton Township Department of Public Works is applying to DEP for a BWM-GP-11 General Permit for the 2008 Bridge Maintenance Repairs in Lower Paxton Township.
- E. Notification from Light-Heigel & Associates, Inc. advising that Middle Paxton Township is applying to DEP for a General NPDES Permit for stormwater discharges associated with construction activities on Potato Valley Road in Middle Paxton Township.
- F. Notification from United Water advising that they are applying to DEP for a minor Water Supply Permit for the replacement of an existing booster pump at the UWPA Oberlin Booster Pump Station located in Swatara Township.
- G. Notification from Glace Associates, Inc. advising that the Williamstown Borough Authority is applying to DEP for a minor permit modification to its existing water supply permit at the Williamstown Water Treatment Plant on Route 209.
- H. Notification from Gannett Fleming advising that Pennsylvania American Water is applying to DEP for a General Permit 5 for the water main replacement on the SR 39 Bridge over Swatara Creek in Derry and South Hanover Townships.

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 at this time? (There was none.)

ADJOURNMENT

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

Respectfully submitted,

Chad Saylor, Chief Clerk

Transcribed by: Richie-Ann Martz