



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

OCTOBER 1, 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. Rebuck, Controller; Janis Creason, Treasurer; Bruce Foreman, Esq., Solicitor's Office; J. Scott Burford, Deputy Chief Clerk; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Tom Guenther, Director of IT; Fred Lighty, Esq., Human Services Director's Office; Stephanie Strayer, Human Services Director's Office; Brad Winnick, Esq., Public Defender's Office; Kay Lengle, Personnel; Leila Brown, Solicitor's Office; Diane McNaughton, Commissioners' Office; Amy Richards, Commissioners' Office; Jena Wolgemuth, Commissioners' Office; Brenda Hoffer, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

None

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 September 10, 2008 Workshop Meeting Minutes and the September 17, 2008 Legislative Meeting Minutes; motion carried.

It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve the September 10, 2008 Election Board Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor: We met once in Executive Session on September 17, 2008 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

(There was none.)

SALARY BOARD

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

PERSONNEL

Ms. Lengle: I have no changes to the Packet I presented last week. There is an Addendum for this week. Are there any questions on any of the items? (There were none.)

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: There are two additional items from last week. The first one is on Page 5. This is something that the Courts sent over. It is for some more work out at MDJ

Shugars' Office. I believe there were some emails back and forth with Commissioner DiFrancesco. He said that it was okay to add it to the Packet.

Mr. DiFrancesco: I don't have a firm understanding. I have inquired. I don't think that the painting was part of the original scope that we approved in the Purchase Order, but it makes a lot of sense since we are stripping the entire place out and putting new carpet down that we repaint it before we put the new carpet down. I just said go ahead and do that. That way we are 100% certain that everything is new and clean and hopefully not making anybody sick.

Mr. Hartwick: 100% certain is something that is...

Mr. DiFrancesco: We are 100% certain that it is new and clean. We are hopeful that it is not making anybody sick.

Mr. Saylor: On that topic, Carolyn and I have had a couple of conversations. She is very interested in moving Shugars' Office back in as soon as possible. I said that we should take one final look at this and make sure we want to do that, because we don't want to be in a position of moving them back out again. We contacted HRG. This morning I got a lengthy email from someone from HRG.

Mr. DiFrancesco: Personally I don't want them moving back in until the paint smell, any adhesive smell is gone. There is going to be some concern when they go back. I don't want those other smells to be...

Mr. Saylor: I think more importantly too and I think we will have a good sense of it, because we have gotten a good bit of rain. We should get a good sense that the problem has been addressed. I think with the latest investigation with the water that was underneath the building, I think we are pretty confident that was the source of the problem. We are going to have a meeting out there and review with HRG and everybody to get a sense of where things are and come up with a timetable.

Mr. Baratucci: The other item is on Page 11. It is the item that we pulled a couple of weeks ago for the iPAQs for Children and Youth. There was one in there and since then another one needs replaced. Commissioner Hartwick had discussions with them and he is okay with it. That was added to the Packet as well.

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

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

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe presented the following report:

Report from the Office of Budget & Finance October 1, 2008

- **September 19, 2008** transferred **\$2,542,355.67** to the **Payables** account from the County's Concentration account for checks issued that week. (Delinquent Tax distribution - \$1.8 million)
- **September 26, 2008** transferred **\$4,189,038.57** to the **Payables** account and **\$1,746,827.32** to the **Payroll** account from the County's Concentration account for checks issued that week.

Mr. Yohe: It is a little different looking right now with the investments. We had a lot going on within the last day or two. I'm still waiting on a rate from Invest. They called yesterday, about 11:00 a.m., and had a CD for 90-days at 4.17%. It was to late yesterday to do it. I wanted to work on that today. They have not gotten back to me with the rate. For these purposes, we are going to move the money into the Invest account. They are supposed to be getting me the rate any minute now. If it is still around 4%, we may lose a little bit, but to lock at 4% for 90-days I think is a pretty good deal.

Mr. Haste: How much are you going to put in there?

Mr. Yohe: I have \$1 million now. I'm still weighing another \$10 million. In our RFP we had a \$20 million option to put into term investments. I'm going to see how good this works, at least the mechanics of it, and then maybe do it again tomorrow if that is okay. We also had Susquehanna Bank, they usually are the ones moving up in the rates. They came down for the month. I'm not sure why. They dropped outside the 20 point range of the other two. I did not move all of Citizens into Sovereign either, because I had a long conversation with Sovereign and they were kind of hesitant to even take the extra money that we had. I'll move the money out of Susquehanna, all but \$1 million, as has been our policy when someone drops below that 20 point. I put their money into Sovereign and left Citizens alone. Quite honestly Citizens, by the end of the month, may be high again at 2.75%

- **Total Term Investments – N/A**
- **Balance today in INVEST account \$10,170,605.85 rate 2.066%**

Mr. Yohe: Hopefully \$10 million of that will be moved out yet today. If it doesn't, I'm going to move the \$10 million back even today, because we didn't do that yet. I will let you know that later today.

- **Balance today in Susquehanna Bank investment account \$1,006,434.40 rate 2.500%**
(This rate equals the Susquehanna Bank 90-day T-Bill rate plus 108 basis points. It is fixed for the month)

- **Balance today in Sovereign Bank investment account \$64,004,254.39 rate 3.830%** (This equals today's 1-month LIBOR rate of 3.930% minus 10 basis points)
- **Balance today in Citizens Bank investment account \$32,002,888.03 rate 2.750%** (This rate is fixed for the month)
- **Balance today in PNC Bank investment account \$1,000.00 rate 1.950%** (This equals today's Fed Funds rate of 2.000% minus 5 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 0.650%** (This equals today's 90-day T-Bill rate of 0.900% minus 25 basis points)

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

Mr. Yohe: I didn't get that down to \$100. I was going to do that after our last meeting. Are there any questions? (There was none.) I will let you know later about the \$10 million.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor: I have good news from the Tourism Bureau to report. The Board had a meeting last week. A lot of things are happening. They have added some staff members. They plan on opening new office space within the next couple weeks. Most significant was the report that they gave us. It had year-to-date numbers. Last year, at this time, room nights booked by the sales office was almost 7,300 and this year we are already at 14,500 room nights booked. That is a direct result of the fact that they have been able to hire two sales people who are actively working to work on those numbers. The other one is they have started tracking marketing on our website with the Spotobe hits and since they have been monitoring from April to August, we have had almost 3 million hits on the website for the Tourism Bureau. We are starting to see some very good results from our Tourism Bureau. Other than that I have nothing to report unless there are any questions of me. (There was none.)

SOLICITOR'S REPORT – BRUCE FOREMAN, ESQ.

Mr. Foreman: The report has been circulated. I have nothing to add to the report unless there are questions for the Solicitor's Office.

Mr. Hartwick: What is Item O, the sign?

Mr. Foreman: That is a billboard at the district justice office on Cameron Street. The billboard existed before we purchased that location and the term of the billboard lease expired. This is just a renewal for the same billboard at an increased rent. We are

receiving the rent payment. They have been paid to the prior owner of that property and when we purchased it that lease was assigned to us.

Mr. Hartwick: Thank you.

MATTERS REQUIRING BOARD ACTION

- A. Training Packet.
- B. Requests for Exoneration:
 - 1. Progress Ridge Mobile Home Park (April Waulk) Parcel #62-033-103-028-0045 - \$61.75.
 - 2. Cedar Manor Mobile Home Community (Jeffrey Houp) Parcel #34-026-005-137-0696 - \$352.26.
 - 3. Healing Center International, Inc. – Parcel #14-018-001 – exoneration of the 2008 County Taxes - \$1,057.89.
- C. Approval of Repository Sale – Parcel #8-27-9, Richard W. Lewis - \$350.00.
- D. Partial Refund of 2008 Real Estate Taxes – Parcel #35-113-002 – Mark & Jennifer Shirk - \$347.46.
- E. Purchase of Service Per Diem Rates between Children and Youth and Brown, Balinger (Connect Synergy).
- F. Satisfaction Agreement for Ryan D. Harner on the property located at 6441 Huntingdon Street, Harrisburg, PA 17111 (\$2,800.00).
- G. Volunteers of America Section 811 State DCED Grant (Approved 4/23/08):
 - 1. Resolution #18-2008 authorizing the filing of a proposal for funds by a municipality with the PA Department of Community and Economic Development.
 - 2. Cooperation Agreement between Dauphin County, Dauphin County Office of Community and Economic Development and Volunteers of America.
- H. Purchase of Service Agreements between Children and Youth and:
 - 1. Ponessa, T. W. and Associates Counseling Services, Inc.
 - 2. Alisha I. Flemister t/d/b/a Little Rays of Sunshine
 - 3. Steelton-Highspire School District
 - 4. Balinger R. Brown
 - 5. Triad Treatment Specialists, Inc.
 - 6. William M. Shreve
 - 7. Carrie E. Smyth
- I. Adoption Assistance Agreements #2008-57, #2008-60, #2008-61, #2008-62, #2008-63, #2008-64, #2008-65.
- J. Amendments to Purchase of Service Agreements between the Department of Drug and Alcohol Services and:
 - 1. Gaudenzia, Inc. – Amendment #1
 - 2. Girl Scouts in the Heart of Pennsylvania – Amendment #1

- K. MH Purchase of Service Agreement between MH/MR and VisionQuest National, LTD.
- L. Amendments to Purchase of Service Agreements between MH/MR and:
 - 1. T. W. Ponessa & Associates Counseling Services, Inc. – Amendment #1
 - 2. Pennsylvania Counseling Services, Inc. – Amendment #1
 - 3. Rachel Bechtel, M.S., nee Rachel Heintzleman, M.S. – Amendment #1
- M. Appointment of Kelli J. Brownwell, Esq. to Domestic Relations Special Counsel of Dauphin County, effective October 1, 2008.
- N. Professional Services Contract between Dauphin County and Harry Bricker, Esq. to provide legal services for the Bureau of Child Support Enforcement for Domestic Relations.
- O. Sign Location Lease Agreement Renewal between Dauphin County and The Lamar Companies for Billboard #2540-01 PA-1156 at 1805 N. Cameron Street for the term 11/1/08 – 10/31/2011.
- P. State and Local Government Master Operating Lease Agreement Schedule between Dauphin County and HP Financial Services for 92 PC's and 7 laptops to be installed in various departments
- Q. Fee Agreement between Dauphin County and Rhoads & Sinon, LLP.
- R. Proposal for Health and Welfare Benefits Consulting Services from Conrad Siegel Actuaries.

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

Mr. DiFrancesco: None that need to be pulled, but a question again on the training packet. When I see this come across I'm assuming that the proper review has been done in terms of the travel. We have two items on here that appear to be overnights. The travel expenses are higher than what they should be for if they are using the rental car program or if they are using County cars. I'll assume that they have already been checked out.

Mr. Hartwick: Are you talking about 1 and 3?

Mr. DiFrancesco: Yes.

Mr. Hartwick: Chad, could you check on that?

Mr. DiFrancesco: Like I have said in the past I know that in some of my oversights they had multiple people driving cars and it was just unnecessary travel that we were paying out.

Mr. Hartwick: I'll check on that before we finalize the travel amount.

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

FORMER BUSINESS

(There was none.)

NEW BUSINESS

(There was none.)

COMMISSIONERS' DISCUSSION & ACTIONS

Mr. DiFrancesco: Do we make it official on the public record? The bet on the table is if Middletown wins...

Mr. Hartwick: If Middletown wins I owe you 5 pounds of Schmidt's sausages.

Mr. Haste: For those of you that don't know Middletown and Steel-High are playing each other this weekend.

Mr. Hartwick: I agree to wear a Middletown jersey and I owe Commissioner DiFrancesco...

Mr. DiFrancesco: I'm not wearing a beanie. I'll wear a Steel-High jersey, but I'm not wearing a beanie. If Steel-High wins I'll take the whole Board out for breakfast at Kuppy's.

Mr. Hartwick: Very good.

Mr. DiFrancesco: Steel-High versus Middletown on Friday night. It's the place to be!

Mr. Hartwick: I certainly feel that I will be having breakfast. Two undefeated teams – it should be great.

Mr. DiFrancesco: It will be a good game.

Mr. Hartwick: I'll have to make sure the referees change at my brother's barber shop.

CORRESPONDENCE

Mr. Haste: We have the following correspondence, A through G, that has been received and will be handled by the staff appropriately.

- A. Notification from HRG advising that they have submitted a Joint Permit Application to DEP for the Dauphin County Bridge #122 (T-422) Replacement Project.

- B. Notification from Gannett Fleming advising that the Millersburg Area Authority is applying to DEP for a Water Quality Management Part II Permit for the wastewater treatment plant located in Millersburg Borough.
- C. Notification from H. Edward Black and Associates, Ltd. advising that the Community General Osteopathic Hospital is applying to DEP for a General NPDES Permit for stormwater discharges associated with construction activities in Lower Paxton Township.
- D. Notification from Rettew advising that Lower Paxton Township is applying to DEP for a Pennsylvania Chapter 105 General Permit-7 – minor road crossing in Lower Paxton Township.
- E. Notification from Steven Kauffman advising that he is applying to DEP for a General Permit 6 for the installation of an agricultural stream crossing on his property in Lykens Township.
- F. Notification from NAVTech, Inc. advising that Warrior Run Holding Company is applying to DEP for a General NPDES Permit for stormwater discharges associated with construction activities in Upper Paxton Township.
- G. Notification from the PA Department of Transportation advising that they are applying to DEP for a General Permit 11 for proposed activities in Londonderry 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