



**DAUPHIN COUNTY BOARD OF COMMISSIONERS**

**LEGISLATIVE MEETING**

**DECEMBER 21, 2011**

**10:00 A.M.**

**MEMBERS PRESENT**

Jeff Haste, Chairman  
Mike Pries, Vice Chairman  
George P. Hartwick, III, Secretary

**STAFF PRESENT**

Laura E. Evans, Esq., Solicitor; Marie E. Rebuck, Controller; William Tully, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Fred Lighty, Esq., Human Services Director's Office; Gary Serhan, Deputy Controller; August Memmi, Director of Community & Economic Development; Mike Madden, Prison; Kay Lengle, Human Resources; Dee Thomas, Human Resources; Terry Kaufman, Solicitor's Office; Leila Brown, Solicitor's Office; Amy Richards, Press Secretary and Richie-Ann Martz, Assistant Chief Clerk

**GUESTS PRESENT**

Matt Miller

**MINUTES**

**CALL TO ORDER**

Mr. Haste, Chairman of the Board, called the meeting to order at 10:08 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 November 30, 2011 Workshop Meeting Minutes and the December 7, 2011 Legislative Meeting Minutes; motion carried.**

**It was moved by Ms. Rebeck and seconded by Mr. Pries that the Board approve the December 7, 2011 Salary Board Meeting Minutes; motion carried.**

## **EXECUTIVE SESSIONS HELD BETWEEN MEETINGS**

There was one Executive Session held on December 15, 2011 at 1:45 p.m. to discuss matters of litigation.

## **PUBLIC PARTICIPATION**

(There was none.)

## **DEPARTMENT DIRECTORS/GUESTS**

### **A. Commissioner Mike Pries**

#### **1. Craig Webb Memorial Award – William Payne (Fire Recipient)**

The Commissioners presented the Craig Webb Memorial Award to the Fire Recipient. Mr. Payne was unable to attend the meeting last week. The amount of time and dedication that Mr. Payne has extended to the citizens of Dauphin County is greatly appreciated.

The following Proclamation was read:

### **Office of County Commissioner Dauphin County, Pennsylvania**

#### **Proclamation**

*We, the Dauphin County Board of Commissioners, are delighted to honor William H. Payne for his remarkable lifetime of service in fire and rescue; today, we join his many family members, friends, and colleagues in most warmly congratulating him as the recipient of the 2011 Craig Webb Memorial Award for Fire and Rescue Leader of the Year;*

*Whereas, a sterling example of a courage and commitment, William has served his community as Fire Chief of the Linglestown Fire Company #1, Vice President of the Lower Paxton Township Fireman's Relief Association and a member of the Public Safety Committee;*

*Whereas, a proponent of training and education, William takes great pride in mentoring new firefighters and encouraging them to seek out additional training opportunities and certifications;*

*Whereas, in the past few years, William has secured a gaming grant for fire station renovations, devoted countless hours to making improvements to the fire station and equipment, and helped to rescue flood victims during Tropical Storm Lee;*

*Whereas, according to members of the Linglestown Fire Company #1, he exemplifies leadership, loyalty, bravery and commitment, and truly inspires them to reach their full potential;*

*Therefore, we join the 268,000 residents of Dauphin County in recognizing the caring and courageous William Payne for his lifelong commitment to serving his community, risking life and limb, as a firefighter; we enthusiastically applaud his impressive accomplishments that culminated in this well-deserved award; and, in grateful recognition thereof, we do hereby proudly proclaim December 21, 2011 as "William H. Payne Day" in Dauphin County.*

(Applause was give and pictures were taken.)

Mr. Payne thanked the Commissioners for the award.

## **SALARY BOARD**

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

## **HUMAN RESOURCES**

Human Resources asked that Item #10 be pulled from the Personnel Packet.

**It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Personnel Packet as amended (pulling Item #10).**

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

## **PURCHASE ORDERS**

(There were no purchase orders for this week.)

The Director of Purchasing requested that the Board consider approving purchase orders at their Workshop Meeting on January 11, 2012 due to the fact that some of the requisitions are for the January thru December period and payments are made on a monthly basis. The Commissioners indicated their approval.

### **Office Supply Bid Award**

Bids were received for the Office Supply Bid and it is being requested that the Board approve the low bid, which is the same supplier as last year, Office Basics.

**It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the bid award for office supplies to the low bidder, Office Basics.**

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

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

Mr. Yohe presented the following report:

### **Report from the Office of Budget & Finance December 21, 2011**

- **December 9, 2011** transferred **\$1,518,453.97** to the **Payables** account from the County's Concentration account for checks issued that week.
- **December 16, 2011** transferred **\$3,684,881.03** to the **Payables** account and **\$2,269,061.67** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **Wire Payments since last report: \$8,223,307.25**
- **Debt Service Payments since last report: \$0.00**
- **Total Term Investments**
  - 4/21/11 - **\$10,045,961.92** 12-mo. CD - Susquehanna Bank – **0.750%** - matures 4/19/12
- **Balance today in PA INVEST account #2100017144860: \$1,378.31 rate 0.050%**
- **Balance today in Susquehanna Bank investment account #119002023: \$17,573,696.06 rate 0.250%**
- **Balance today in First National Bank investment account #97014743: \$5,000.91 rate 0.520%**  
(This rate equals today's PLGIT-Class interest rate of **0.020%** plus 50 basis points)
- **Balance today in Citizens Bank Municipal Money Market Checking account #6221269710 - \$0.00 rate 0.00%**
- **Balance today in Integrity Bank Money Market Checking account - #2206001209 - \$24,150,079.84 rate 0.560%**
- **Balance today in PNC Bank investment account #5004319839: \$1,075,949.24 rate 0.200%**
- **Balance today in Graystone Bank investment account #1610000596: \$251,172.94 rate 0.650%**

- **Balance today in Metro Bank investment account #0536557523: \$101.44 rate 0.120%**

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

A question was asked if Graystone Bank changed their name and they have not as of this date.

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

The commissioners' public meeting on Wed., Dec. 28 has been canceled. Retirement Board has been canceled, as well. In 2012, the commissioners will hold weekly public meetings every Wednesday at 10am, with two of those meetings being held in the evening – one in Northern Dauphin County and one in the southern end.

Last Friday, the *Commonwealth v. Timothy Mark Curley and Commonwealth v. Gary Charles Schultz* preliminary hearings were held at Dauphin County Courthouse, attracting significant media attention. All departments involved did an outstanding job with securing the facility and providing technology, such as cameras and audio/visual equipment.

**REPORT FROM SOLICITOR – WILLIAM TULLY, ESQ.**

All matters requiring Board action were reviewed and are ready for a vote unless there are questions. (There was none.)

**MATTERS REQUIRING BOARD ACTION**

- A. Training Packet.
- B. Appointment of the following to the Affordable Housing Board: Gary Lenker and W. Roy Newsome, Jr. (terms expire December 31, 2013).
- C. Appointment of the following to the Ag Land Preservation Board (terms expire December 31, 2014): David Keiffer, Adam Rabenold and John Kerschner.
- D. Appointment of the following to the Assessment Appeals Board (terms expire December 31, 2015): Michael Solomon, Mike Musser and Daryl LeHew.
- E. Appointment of the following to the Council on Aging (terms expire December 31, 2014): Eugene D. Alexander, Janet Smith and Andrea L. Addison.
- F. Appointment of the following to the Conservation District Board (terms expire December 31, 2015): Tim Wentzel and Katharine Radomsky.
- G. Appointment of the following to the Fort Hunter Board of Trustees (terms expire December 31, 2014): Jackie Cherrybon, Mary Beth Phillips and Michael Patterson.
- H. Appointment of Matthew Steck to the Dauphin County Industrial Development Authority/Economic Development Corporation, term expires 1<sup>st</sup> Monday, January 2017.

- I. Appointment of the following to the Dauphin County Library Board (terms expire December 31, 2012): Tom Mehaffie, Christine Mummert, Amy Fox and Sara Jane Cate.
- J. Appointment of the following to the Dauphin County Planning Commission (terms expire December 31, 2015): Gary Lenker, John Kerschner and William Specht, III.
- K. Appointment of Charles Wallace to the Dauphin County Redevelopment Authority, term expires December 31, 2016.
- L. Appointment of the following to the Mental Health/Intellectual Disabilities Board (terms expire December 31, 2014): Malorie Sirb, Eleanor Vercher, Korah Abraham and Bonnie Rice.
- M. Appointment of the following to the Drug & Alcohol Advisory Board (terms expire December 31, 2013): Todd Singer and Robert Hassinger.
- N. Appointment of the following to the Children & Youth Advisory Board (terms expire December 31, 2014): Bradley Dorrance, Lori Leitzel, Christopher Petersen, Gary Shank, Kim Smith and Rev. Monica Dawkins.
- O. Appointment of the following to the Tri-County Regional Planning Commission (terms expires December 31, 2013): Paul Clark, Dan Tunnell, John Kerschner, Gary Lenker, Ron Umholtz (Dauphin North), Mike Spivey (Dauphin Southeast), E. Denny Beaver and William Hawk (Dauphin Southwest), Robert Philbin and Jack A. Robinson (Harrisburg City) and Fred Lighty, Esq. (Member-at-Large).
- P. 2011 Hotel Tax Disbursements:
  - 1. Halifax Midget Baseball Association - \$2,000.00
  - 2. Advanced Training Programs, Inc. - \$10,000.00
- Q. 2011 Unrestricted Gaming Fund Disbursements:
  - 1. Citizens Fire Co. #1 of Penbrook - \$33,000.00
  - 2. Friends of Midland - \$950.00
  - 3. Dauphin County Redevelopment Authority - \$750,000.00
  - 4. Elizabethville Borough - \$11,000.00
- R. Satisfaction Piece for Diana L. Schneider on the property located at 6810 Huntingdon St., Harrisburg, PA 17111 - \$3,500.00.
- S. Proposed Stipulation of Settlement for MI Windows & Doors, Inc., 610 & 702 W. Market St., Gratz – Parcel #27-007-036 & 27-007-058 – Dauphin County Docket No. 2010-CV-14297-TX.
- T. Resolution #30-2011 authorizing the Board of Commissioners approval of the GASB #54 Policy.
- U. Solid Waste Management & Recycling Grant to Twin Valley Conservation for \$2,000 to clean up illegal dumping in the northern end of Dauphin County.
- V. Bailment and Tax Collection Services Agreement between Dauphin County and Joseph Donato, Tax Collector.

- W. Bailment and Tax Collection Services Agreement between Dauphin County and Marianne Reider, Tax Collector.
- X. Purchase of Service Agreement (Television & Xfinity.com Schedule) between Dauphin County and Comcast for 2012 Public Service Announcements.
- Y. Board of Assessment Appeals Agreements between Dauphin County and:
  - 1. Michael G. Musser, II, Chairman
  - 2. Daryl Z. LeHew, Vice Chairman
  - 3. Michael Solomon, Secretary.
- Z. Partial Refund of 2011 Real Estate Taxes – Parcel #42-028-004-401-0540 (401 Caravan Court) – Lynn Burger - \$32.2
- AA. Partial Refund of 2011 Real Estate Taxes – Parcel #42-028-004-405-0418 (405 Caravan Court) – Joslyn Thomas - \$24.68.
- BB. Partial Refund of 2011 Real Estate Taxes – Parcel #42-028-004-346-0548 (346 Caravan Court) – Tracy Lynn Snyder - \$36.52.
- CC. Professional Services Agreement between Dauphin County and GeographIT to implement the ArcGIS Business Analyst On-Live Web Service.
- DD. Lease Agreement between Dauphin County and De Lage Landen Financial Services for one Konica Minolta BIZHUB-C552 for the IT Department.
- EE. Lease Agreement between Dauphin County and De Lage Landen Financial Services for the following equipment at the Northern Dauphin Human Services Center:
  - 1. 1 – Lanier LD150spf Digital Copy System
  - 2. 1 – Lanier LD645cspf Digital Copy System
- FF. Coroner's Office Standard Operating Procedure Fee Schedule: Autopsy Reports - \$100.00, Toxicology Report - \$50.00, Coroner's Report - \$50.00, Photos 8x10 (entire file must be purchased) - \$20.00 each, Cremation Authorization - \$30.00 and Cremation Authorization Late Fee per month - \$3.00.
- GG. Partial Refund of 2011 Real Estate Taxes – Parcel #34-35-001-193-0001 (193 Shelly's Island) – Thomas & Bonnie Pechart - \$8.96.
- HH. Partial Refund of 2011 Real Estate Taxes – Parcel #43-007-007-001-0001 (1131 Riverview Rd.) – Daniel & Evelyn Wheeler - \$6.74.
- II. Partial Refund of 2011 Real Estate Taxes – Parcel #01-057-017 (554 Race St.) – Nancy Bartholomaei - \$135.95.
- JJ. Partial Refund of 2011 Real Estate Taxes – Parcel #53-001-016 (231 R Water St.) – Michael Ortenzio - \$86.04.
- KK. Partial Refund of 2011 Real Estate Taxes – Parcel #43-007-007 (Old Penn Canal) – Daniel & Evelyn Wheeler - \$122.40.
- LL. Partial Refund of 2011 Real Estate Taxes – Parcel #01-058-049 (110 Nagle St.) – Miranda Zavrel - \$83.72.

- MM. Partial Refund of 2011 Real Estate Taxes – Parcel #01-057-076 (104 Conoy St.) – Edward & Kimberlee Eckman - \$176.62.
- NN. Partial Refund of 2011 Real Estate Taxes – Parcel #01-057-043 (585 Showers St.) – Jeffrey & Julia Duthie - \$123.57.
- OO. Partial Refund of 2011 Real Estate Taxes – Parcel #43-007-024 (1720 Towpath Rd.) – John Flatley - \$101.68.
- PP. Partial Refund of 2011 Real Estate Taxes – Parcel #43-007-023 (1730 Towpath Rd.) – John Flatley - \$136.94.
- QQ. Partial Refund of 2011 Real Estate Taxes – Parcel #01-057-010 (540 Race St.) – Charlene Magara - \$193.13.
- RR. Partial Refund of 2011 Real Estate Taxes – Parcel #01-057-025 (568 Race St.) – Ryan Hunter - \$230.39.
- SS. Repository Bids received from the following:
1. Benjamin Franklin, III – Parcel #02-011-070 (233 Crescent St.) - \$500.00
  2. Melanie Palmer – Parcel #02-027-046 (1208 Hunter St.) - \$500.00
  3. Chris S. Auter – Parcel #09-021-001 (9 N. 14<sup>th</sup> St.) - \$500.00
  4. Joseph D. Davis – Parcel #15-008-021 (717 N. 19<sup>th</sup> St.) - \$500.00
  5. Zenaida Arroyo – Parcel #15-009-012 (1819 Briggs St.) - \$500.00
  6. Zenaida Arroyo – Parcel #15-015-004 (1821 Briggs St.) - \$500.00
- TT. Purchase of Service Agreement between Children & Youth and Bravo Group, Inc.
- UU. Amendments to Purchase of Service Agreements between Children & Youth and:
1. PrimeCare Medical, Inc. – Amendment #2
  2. Cornell Abraxas Group, Inc. – Amendment #2
- VV. Adoption Assistance Agreements #2011-56, #2011-57 and #2011-58.
- WW. Family Center Grant Agreement between Dauphin County and the Community Action Commission, Inc.
- XX. Purchase of Service Agreement between MH/ID and Pennsylvania Behavioral Health and Aging Coalition, Inc.
- YY. Substitution of Counsel for the Tax Assessment Appeal of Grand Prix Harrisburg, PA LLC, No. 2010-CV-811-TX – Parcel #63-027-248 (4480 Lewis Rd.) a/k/a Residence Inn – Attorney Jeff Engle to represent all taxing bodies.
- ZZ. Request to contribute the County's pro rata share (\$2,476.80) for appraisal services and trial costs needed to ascertain the true value of DST Health Solutions, Inc., 2400 Thea Drive, Susquehanna Twp. – Parcel #62-021-280 – Docket No. 2011-CV-9868-TX.
- AAA. Subordination Agreement for Susan M. Grove on the property located at 5136 Irene Drive, Harrisburg, PA 17112.
- BBB. Resolution #31-2011 Application to PennDOT for 2011 End-of-Year Encumbrance for the 2012 Bridge Maintenance Project - \$150,000.



- CCC. Ordinance #6-2011 authorizing Dauphin County to enter into an Intergovernmental Cooperation Agreement Extension with the Pennsylvania County Health Insurance Purchasing Cooperative (PCHIPC).
- DDD. Appointment of Angela Durantine as the Tax Collector for the Borough of Hummelstown for the term effective January 1, 2012 to December 31, 2013. **(Pulled)**
- EEE. Engagement Letter between Dauphin County and Zelenkofske Axelrod LLC to perform the audit of the Dauphin County Magisterial District Justice 12-1-03 for the period January 1, 2011 through September 2, 2011.
- FFF. Engagement Letter between Dauphin County and Zelenkofske Axelrod LLC to perform the annual required audits of the 18 Dauphin County Magisterial District Justices for the year ended December 31, 2010.
- GGG. Addendum to 2011 County Audit Engagement Letter between Dauphin County and Zelenkofske Axelrod LLC to include additional scope changes (Swaps and General Obligation Bonds) – additional fee of \$16,500.
- HHH. Federal-Aid Supplemental Reimbursement Agreement for preliminary engineering between the Commonwealth of PA and Dauphin County for Dauphin County Bridge #32 (Duke Street Bridge).
- III. Proposal from Hay Group, Inc. for actuarial services in connection with the Postretirement Benefit (OPEB) Plan at a cost of \$15,000.
- JJJ. Weatherization Assistance Program Application to DCED - \$90,000 Utility Grant.
- KKK. Extension of existing Independent Contractor Agreement with Terry Haines to continue work with DCED for a period not to exceed 30 days from the expiration of the existing contract 12/31/2011.
- LLL. Memorandum of Understanding for Act 22 Services between the Prison Inmate Medical Cost Containment Program and Dauphin County.
- MMM. Agreement between Dauphin County and Pamela L. Purdy, Esq.
- NNN. Memorandum of Agreement between Philadelphia PA Urban Search & Rescue Task Force 1 (PA-TF1) regarding funding for calendar year 2012.
- OOO. Proposed Change Orders (PC) – Work Release Additions and Renovations, Quandel Project 09411B:
  1. Lobar, Inc. – PC 7 – storm water revisions per bulletin No. 12 due to utility conflicts - \$40,609.
  2. T.G.W. Corporation – PC 12 – Delete Probation building rubber roof replacement - \$10,781 credit.
  3. T.G.W. Corporation – PC 29 – Insulation Replacement allowance - \$10,000 credit
  4. T.G.W. Corporation – PC 9 – Roof Detail Revisions and Insulation Changes - \$2,286 credit

**It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve matters requiring Board action, Items A through OOO, minus DDD which was pulled.**

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

**FORMER BUSINESS**

(There was none.)

**NEW BUSINESS**

(There was none.)

**COMMISSIONERS' DISCUSSION & ACTIONS**

(There was none.)

**CORRESPONDENCE**

The following correspondence was received by the Commissioners' Office and will be handled by the staff accordingly.

- A. Notification from Farm Show Complex and Exposition Center advising that they have submitted a State-Only Operating Permit Renewal Application to DEP for the following existing sources: Coal Fired Boiler, NW Gas Fired Boiler, W Dock Gas Fired Boiler, Fire Pump Diesel Engine, (3) Emergency Generators and (15) Roof Top Heaters.
- B. Notification from Dauphin Engineering Co. advising that Szeles Development Company, LP is applying to DEP for a NPDES Permit with regard to the project located at 20 Capital Drive, Susquehanna Township.
- C. Notification from Dauphin Engineering Co. advising that Fishing Creek Valley Associates, LP is applying to DEP for a NPDES Permit with regard to the project at Fairville Avenue & Moyer Road, West Hanover Township.
- D. Notification from C.S. Davidson, Inc. advising Milton Hershey Schools is applying to DEP for a NPDES Permit for a project located at property owned by Milton Hershey Schools. (No work is proposed with this notification.)
- E. Notification from RJ Fisher & Associates, Inc. advising that Triple Crown Corporation is applying to DEP for a General NPDES Permit with regard to the Bunker Hill Estates in Halifax Township.

**PUBLIC PARTICIPATION**

(There was none.)

## **ADJOURNMENT**

**There being no further review, it was moved by Mr. Pries and seconded by Mr. Hartwick that the Board adjourn; motion carried.**

Transcribed by: Richie-Ann Martz