



**DAUPHIN COUNTY BOARD OF COMMISSIONERS**  
**WORKSHOP MEETING**  
**WEDNESDAY, FEBRUARY 11, 2004**  
**10:00 A.M.**

**MEMBERS PRESENT**

Jeff Haste, Chairman  
Dominic D. DiFrancesco, II, Vice Chairman  
George P. Hartwick, III, Secretary

**STAFF PRESENT**

Jennifer Kocher, Communications, Marie Rebeck, Controller, Bob Dick, Treasurer, Gary Serhan, Controller's Office, Garry Esworthy, Risk Management, Shari Eagle, Information Technology, Dave Schreiber, Personnel, Sharon Ludwig, Personnel, Randy Baratucci, Purchasing, Diane MCNaughton, Communications, Edgar Cohen, Facilities Maintenance, Kacey Truax, Commissioners, Jena Wolgemuth, Commissioners, Richie Martz, Commissioners, Bob Burns, Chief Clerk, Julia Nace, Assistant Chief Clerk, Bill Tully, Solicitor, Melanie McCaffrey, Solicitors, Mike Yohe, Budget, Faye Fisher, Personnel,  
Kay Sinner, Personnel, Noel Folk, Carolyn Thompson, Court Administrator, Bob Knupp, Solicitor, Dan Robinson, Economic Development, Graham Hetrick, Coroner

**GUESTS PRESENT**

Jack Sherzer, Darnell Williams, Peter Carlucci

**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**

Mr. Haste: We have the January 14<sup>th</sup> Salary Board meeting minutes to approve. Salary Board includes the three Commissioners and Controller. Do I have a motion to accept these minutes?

Ms. Rebuck: I will make that motion.

Mr. Hartwick: Second.

Mr. Haste: All those in favor say, aye

All: Aye.

Mr. Haste: Motion carries.

Now we will do the same with the January 14<sup>th</sup> Legislative meeting and the January 21<sup>st</sup> workshop meeting minutes. Is there a motion to accept those minutes?

Mr. DiFrancesco: I will make that motion.

Mr. Hartwick: Second.

Mr. Haste: All those in favor say aye.

All said aye.

Mr. Haste: Motion carries.

## **EXECUTIVE SESSIONS HELD BETWEEN MEETINGS**

Mr. Haste: Executive Sessions held between meetings, Mr. Burns.

Mr. Burns: Commissioners, there was one executive session held on February 9, 2004. The purpose of this meeting was to discuss matters of litigation.

Mr. Haste: Thank you.

## **PUBLIC PARTICIPATION**

Mr. Haste: Public Participation. We are at the part in time of the meeting should anyone from the audience wish to address the Board of Commissioners. (There were none.)

## **DEPARTMENT DIRECTORS/GUESTS**

Mr. Haste: Mr. Carlucci.

Mr. Carlucci: Before you today for your action is an ordinance for the County's guarantee on a loan from M&T Bank to the Dauphin County Economic Development Corporation in an amount not to exceed 2.2 million dollars. The proceeds of the loan will be used by the Dauphin County Economic Development Corporation to acquire two floors of the parking in the Market Square Plaza Building that is under construction next to the Hilton. The parking spaces are intended to be used in part by occupants of the Veteran's Building, which is in need of parking spaces and a portion of the floor will be restacked to the developer for their use. The term of the loan is approximately 27 years, with the first two years interest only. We capitalize interest because the loan will be drawn upon as the construction of the building progresses. We anticipate occupancy at the later part of fall next year obviously contingent upon the construction schedule.

Mr. Haste: What was the target date again?

Mr. Carlucci: Possibly fall of 2005 if not before.

Mr. Robinson: It may be as early as December 2004, the parking component, not the building.

Mr. Haste: How many spaces did we end up getting, 98?

Mr. Carlucci: The initial design called for 88-89 spaces; however in reviewing the spaces, with some reconfiguration, we can probably get another 5-10 spaces out of it.

Mr. Robinson: Those are reserved spaces, un-reserved; we can probably get 130 spaces.

Mr. Haste: Any further questions?

Mr. DiFrancesco: Clarify that for, under one scenario it would be mid 90's, under another scenario it would be 130?

Mr. Robinson: Under the contract, I believe it is 46 spaces per floor, reserved, when they are unreserved, like the County, they would sell an additional 25-30%, assuming all spaces weren't used every day.

Mr. Haste: There is a different rate charge.

Mr. Robinson: Correct.

Mr. Haste: Motion to approve.

Mr. DiFrancesco: I make the motion.

Mr. Hartwick: Second.

Mr. Haste: All those in favor say, aye.

All: Aye.

Mr. Haste: Motion carries.

### **PERSONNEL**

Mr. Haste: Ok, Item A in the personnel packet.

Ms. Sinner: There was one change in the packet from last week, in the changes listing, item 3 is being pulled. Additionally, I have two addendums, there is a vacancy listing addendum for a full time custodian vacancy in Facilities Maintenance, and in the changes listing, amending the lay off date for the Director of Human Services, the second addendum is the changes listing, for additional duty pay to cover in absence of an EMA Director.

Mr. Haste: Greg has agreed to be the Acting.

Mr. DiFrancesco: Yes.

Mr. Haste: Greg Kline will be the Acting Director for EMA. Is there a motion to approve the Personnel Packet?

Mr. Hartwick: I make the motion.

Mr. DiFrancesco: Second.

Mr. Haste: All those in favor say, aye.

All: Aye.

Mr. Haste: Motion carries.

## **PURCHASE ORDERS**

Mr. Haste: Purchase Orders. Mr. Baratucci.

Mr. Baratucci: Commissioners there was one addition to the packet on page 21, there was a requisition to do some modifications to a laundry shoot out of Spring Creek, Mr. Cohen asked that we add that one to the packet because the work needed done as soon as possible. All but one of the over budgets have been taken care of and that was the one that was questioned last week, on page 19 for ZA for consulting work. We did clarify that the request that is in her now for \$195,000 is for the first month, a not to exceed amount, but that will cover the first month. In discussions with Commissioner DiFrancesco, he has been talking with John Long and the ZA folks and they are going to come back at the next meeting with a reasonable estimate to cover the other three months. We will have that for another purchase order probably next time. In addition to that they are also going to come up with a way to fund it, that is why it is still showing over budget, because money has not been moved into that line item yet. Again, I have been assured that they are working on that and hopefully at the time that we do the addendum for the next three month's costs, the budget item will also be corrected.

Mr. Hartwick: I know we have been briefed on some of the options that have been identified to help recapture some of the funding, have we come up with a solid plan yet?

Mr. DiFrancesco: That is what is in the works. They are constantly identifying areas where we can do better in terms of collecting money due. They are also right now continuing to identify areas where we have been inefficient in our operations, where services can be done differently at a cost savings. That is why it is still up in the air. They are still in the process, and we will get a better feel shortly.

Mr. Hartwick: I know that is probably one of the worst Departments, as we came into County government and I have been impressed with the actions that have been taken so far. We are not out of the woods yet, but we are coming out of the wilderness. I commend Commissioner DiFrancesco for all of his hard work he has been putting in at Spring Creek.

Mr. DiFrancesco: I want to commend my colleagues for making the right management choice. I have been impressed with the service we have been getting from them. I continue to think they are doing a tremendous job. I think it bears noting that one of our biggest concerns was how they would react with our employees, to build a better morale environment and build a better work place, and they have done exceptional in that area, as well as, the management oversight areas. Thanks.

Mr. Haste: Is there a motion?

Mr. Hartwick: So moved.

Mr. DiFrancesco: Seconded

Mr. Haste: All those in favor, say aye.

All: Aye.

Mr. Haste: Motion carries.

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

Mr. Haste: Mr. Yohe

Mr. Yohe:

- **January 30, 2004** transferred **\$423,458.12** to the **Payables** account **from the County's Concentration account** for checks issued that week.
- **February 6, 2004** transferred **\$9,183,934.03** to the **Payables** account and **\$1,881,761.66** to the **Payroll** account **from the County's Concentration account** for checks issued that week.
- **Balance today in INVEST account** **\$121,339.79** rate **0.99%**
- **Balance today in Northwest Savings Bank Money Market account** **\$1,204.16** rate **1.40%**

We are still waiting for the final payout for interest for January. I expect this account to be cleaned out by the next report.

- **Balance today in Community Banks Money Market account** **\$19,129,621.67** rate **2.00%**

We made our first withdrawal on the TRAN account last Friday and I suspect we will have to again next week.

### **\$15M TRAN Line-of-Credit Status at PNC:**

- Draw #1 on 2/5/04 - \$2,850,000.00

Mr. Hartwick: Are we going to be getting together soon to discuss the overall big picture restructuring. There are several things on the table with interest swaps and other options, are we going to be getting together in the future?

Mr. Haste: Lou is continuing to work on that with the other folks, I think, once Lou and Mike have done their due diligence on all of the options that are out there, that they will put together a package that is in our best interest. They will be back before us at a workshop to discuss it.

Mr. Yohe: The one thing that could throw a monkey wrench into this is the EMA project. The further along we are in that and the more answers we get on that, with federal

dollars, etc., that is going to be a big part of how we restructure everything. We are still looking at it. I have to talk to Lou. To be quite honest, I have been catching up this week on other things but I will see where we are with that. That project could be a big impact on what we do.

Mr. Hartwick: Is that price tag still hovering around 38 million dollars?

Mr. Yohe: I have not heard anything different.

Mr. Hartwick: I know when we were going around the campaign, it was 30 million dollars. So, I am hopeful that it does not continue to rise as we try to structure a deal.

Mr. Yohe: It has risen by every presentation that I have seen so far in the last two years.

Mr. Haste: I don't know if we need to wait for the new director, but it would make sense for our new Director, that we need to have our folks and PEMA to get together and make sure we are all talking the same language and see what direction we are going with that. I have had some discussion with the head of PEMA who thinks that there is some misinformation and I know I talked to Mike before he left about getting some other key people and some of PEMA's key people together and make sure we are on the same page and we know exactly what direction we are going.

Mr. Yohe: We will stay on top of it, if the interest rates start to rise substantially, we may do two separate issues but I think it will be in our best interest to combine everything as long as the interest rates stay low because we could save on the issuance costs by doing just one.

Mr. Hartwick: One of the things I continue to suggest to EMA is to continue looking at partnerships, and this is not directed to you, but I am not completely satisfied that they are doing everything they can to try to come together and reduce costs in those areas and would like to certainly assist in partnerships that may exist and make those contacts to try to relieve some of the burden on the County.

### **REPORT FROM CHIEF CLERK/CHIEF OF STAFF – ROBERT BURNS**

Mr. Haste: Report from the Chief Clerk.

Mr. Burns: I have no items to report on.

### **SOLICITOR'S REPORT**

Mr. Haste: Solicitor's report.

Mr. Tully: Nothing to add, but I want to report that some of the items for your approval today are ready for approval but they are not ready for signature, because there is some

language that needs to be cleaned up. As far as figures, they are all accurate and can be approved.

## **MATTERS REQUIRING BOARD ACTION**

Mr. Haste: Matters Requiring Board Action-training packet. Bob do you want to update us?

Mr. Burns: Stands as presented from workshop.

Mr. Haste: We now have items A through CC. Are there are any items that any member of the Board would like to vote on separately? (There was none.) Do I have a motion to approve the following?

- A. Training Packet
  - B. Approval of FY03/04 Per Diem rates between Children & Youth and:
    - 1. Chariots LLC  
CRR Host Homes-MA approved Rm. & Bd. & Clothing \$28.87/day
    - 2. YMCA-Northern Dauphin County Branch
      - Kindergarten full-time \$79.00/wk
      - Kindergarten part-time \$16.00/day
  - C. Real Estate Tax Refunds/Exonerations:
    - 1. Partial refund of 2002 & 2003 real estate taxes to Angela Fite, 1411 Riverview Rd., Middle Paxton Township, parcel #43-015-146, in the amt. of \$206.77.
    - 2. Partial refund of 2002 & 2003 real estate taxes to Century Drive Associates, 2808 Old Post Road, Susquehanna Township, parcel #62-013-158, in the amt. of \$5,099.42.
    - 3. Partial refund of 2002 & 2003 real estate taxes to Brenda Peffley, 279 E. Canal Rd., South Hanover Twp., parcel #56-004-012, in the amt. of \$293.94.
    - 4. Partial refund of 2003 real estate taxes to Matthew & Louise Valentini, Poplar Island, Londonderry Township, parcel #34-032-024, in the amt. \$148.85.
    - 5. Refund of January – June Interim real estate taxes, to Keystone Park Properties, 126 Brownstone, South Hanover Township, parcel #56-007-016-036-0036, in the amt. of \$201.23.
    - 6. Partial refund of 2003 real estate taxes to Thomas M. Imswiler, 701 South Front Street, City of Harrisburg, parcel #01-059-001, in the amt. of \$152.04.
  - D. Adopt Resolution No. 5-2004 implementing a Mid-Dauphin Act 167 Stormwater Management Plan for Fishing Creek, Stony Creek, Clarks Creek, Powells Creek, Armstrong Creek, and Gurdy Run.
  - E. Appoint Daryl LeHew to the Dauphin County Planning Commission. (Term will expire December, 2006.)

- F. Reappoint Frank Pinto to the Capital Area Transit Authority.  
(Term will expire December, 2008)
- G. Change Orders for the Dauphin County Courthouse renovations:  
(extend contract substantial completion date to May 14, 2004- there is no additional cost)
  - 1. Change Order #2002-01-27 with Jay R. Reynolds.
  - 2. Change Order #2002-01-26 with TyssenKrupp Elevator Corp.
- H. Change Order #1 with Jay Fulkroad & Sons, Inc., Dauphin County Bridge Maintenance for work initiated on bridge numbers 26, 28 and 54S as well as elimination of work items at Bridge No. 32. The result of this change order will be a net decrease in the contract price of \$5,961.
- I. Removal of Gleason Insurance as insurance broker of record.
- J. Application for a Pennsylvania Council on the Arts (PCA) Local Government Matching Grant sponsored by Metro Arts/Jump Street in an amt. of \$4,600.
- K. Appoint Dan Eisenhower to serve on the Capital Area Behavioral Health Collaborative Board.
- L. Adopt Resolution No. 6-2004 requesting the Dauphin County General Authority to amend its by-laws to add two additional members to its Board of Directors, thereby increasing its Board from five members to seven members. The two new members, like the previous five members shall be appointed by the Dauphin County Board of Commissioners.
- M. Satisfaction Pieces with the following individuals:
  - 1. Tracey A. Tenny, property located at 127 Emmaus St., Middletown, PA.
  - 2. Gary M. Kline, property located at 2515 N. 2<sup>nd</sup> St., Harrisburg, PA.
- N. Maintenance Agreement between Dauphin County and Otis Elevator Company for two units located in the Veterans Building.
- O. Maintenance Agreement between Dauphin County and ThyssenKrupp Elevator Company for two units located in the Human Services Building.
- P. Cellular Phone Service Agreement between Dauphin County and Nextel Partners, Inc. for cell phone used by Criminal Investigation Division.
- Q. Maintenance/Service Agreement between Dauphin County Spring Creek and Keeler Company, Inc. for one hot water chilled loop and one chilled water closed loop system and one additional heating loop in Maintenance Supply Room.
- R. Maintenance/Service Agreement between Dauphin County Spring Creek and Keeler Company, Inc., for three (3) Keeler Steam Boilers.
- S. Life Safety Service Agreement between Dauphin County Spring Creek and Simplex Grinnell for the annual Fire Alarm Testing per NFPA standards.

- T. Maintenance Agreements between Dauphin County Spring Creek and G. R. Sponaugle Service Company, LLC for the following:
  - 1. Facility Electrical Distribution Systems located in the McBride Building.
  - 2. Facility Electrical Distribution Systems located in the generator room.
- U. Mutual Aid and Cooperation Agreement between Dauphin County Emergency Management Agency and the South Central Regional Pennsylvania Counter Terrorism Task Force. (Counties of Adams, Cumberland, Dauphin, Franklin, Lancaster, Lebanon, Perry & York)
- V. Cleaning Agreement between Dauphin County Emergency Management Agency and K&J Maintenance Company.
- W. Service/Maintenance Agreements between Dauphin County and ADT Security Services, Inc., for the following:
  - 1. fire alarm testing and inspection services at the Human Services Building at a cost of \$5,340.00/annually
  - 2. fire alarm testing and inspection services at the Administration Building at a cost of \$7,027.00
  - 3. CCTV System equipment installed at the Adm. Bldg. at a cost of \$12,885.00/annually
- X. Proposal/Consultant Agreement between Dauphin County and Greenlee Partners, LLC.
- Y. Approval of 2004 Fee Proposal Letter from Morgan, Lewis & Bockius, LLP for Special Counsel Services.
- Z. Agreement for Professional Services between Dauphin County Solid Waste and Evergreen Environmental, Inc.
- AA. Purchase of Service Agreement for FY03/04 between Children & Youth Agency and Wordsworth Academy Residential Treatment Center.
- BB. Adoption Assistance Agreement #2004-01.
- CC. Purchase of Service Agreements for FY 03/04 between A.A.A. and:
  - 1. Susquehanna Art Museum
  - 2. Ehrlich Pest Control

Mr. DiFrancesco: I make the motion.

Mr. Hartwick: Second.

Mr. Haste: Any further discussion. All those in favor say, aye.

All: Aye.

Mr. Haste: Motion carries.

## **COMMISSIONERS' DISCUSSION & ACTIONS**

### **FORMER BUSINESS**

### **NEW BUSINESS**

Mr. Haste: Former Business is there anything the members would like to bring up under former business? New Business? Any Commissioner Comments?

Mr. DiFrancesco: I will have the pleasure of going out today to read to kids at two different libraries. It's one of the parts of the job that I will enjoy the most throughout these next four years.

### **CORRESPONDENCE**

Mr. Haste: You have seen on the agenda the correspondence received by the Board of Commissioners this week A-N, which will be handled appropriately by the staff.

### **PUBLIC PARTICIPATION**

Mr. Haste: We are again at the point in time for Public Participation. Is there anyone from the public who would like to address the board at this time?

Mr. Williams: My name is Darnell Williams. I live at 2402 Magnolia Drive, Harrisburg, Pa 17104. I have two items I like to bring up to you today. Last time I was here about NASA and bringing jobs in. I will be attending the Harrisburg City meeting for Economic Development at 5:05 this afternoon with the Honorable Linda Thompson on how the City will direct a letter or whatever they have to do to contact our Senators and Congressmen. Right after this meeting I will be going to see our U.S. Senators myself and trying to get them moving. I don't know if the Commissioners had a chance to discuss what you are going to do, who you are going to send letters to or who you are going to see, but I just wanted to remind you that time is of the essence. We don't want this to get out of Committee and go to the House and Senate Floor. By that time it will be too late and all the deals will be struck.

The second thing I would like to bring up is I would like to congratulate you on the State of the County address that I watched on television yesterday. I watched it at 6:00 in the morning and again at 2:00 in the afternoon. Your speeches were very good. I really enjoyed the Controller's. The Controller told it like it is and how it happened and how it will never happen again. That is the type of thing we need to see on television. We need to see the County government conduct business and actually say what direction you want to go. Mr. Haste you actually told the whole County what direction you would like to see this County go. I have never seen that. I am from Allegheny County in Pittsburgh. One thing I have noticed is that I have a prejudice against county government that I didn't realize I had until I came here. I expected to see Mr. Haste and Mr. DiFrancesco jump all over Mr. Hartwick. Why? Because I am used to Tom Forster and Leonard Stacy jumping all over Dr. Hunt and beat him up at every meeting. That is

what I expected to see but I didn't. I see team work. A lot of people out there do not understand team work and come from other places like I did, because I came from Pittsburgh, they are going to tell you the same thing I am telling you. People need to see this and what type of issues come up in County government. I want to encourage you to put every session on television. In the audience is a person from the television station. I am sure she can answer any questions that you may have. At the meeting last night at City Council I brought up the idea about televising county meetings. The Honorable Vera White Reynolds could not be here today but she wanted me to express her opinion that your sessions should be on television. Her complaint was that older citizens of Dauphin County do not have the opportunity to see your events. I have a bigger complaint, and that is that other people can't come here because they are working. I hope you see that what you did with the State of the County was a big success and if you ask people of this county, I bet you would find that out. It opened a lot of people's minds.

Mr. Hartwick: Just one action plan. We need to make sure that Jen and Diane get together and draft a letter to our government officials and take a proactive approach and support Mr. William's idea of bringing business into the County. Obviously, we are all for that. It may seem like a bit of a stretch from the offset, but you never know until you put a letter together to see if we can attract some investment back into the region.

Ms. Kocher: That is already in the works and you should be seeing that across your desk for signature.

Mr. Hartwick: Thank you for your efficiency.

## **ADJOURNMENT**

Mr. Haste: Is there a motion to adjourn?

Mr. Hartwick: So moved.

Mr. DiFrancesco: Second.

Mr. Haste: All those in favor say, aye

All: Aye.

Mr. Haste: Meeting adjourned. Thank you.

Transcribed by: Kacey Truax

Respectfully submitted,

Robert Burns, Chief Clerk/Chief of Staff

printed 6/28/04