



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

TUESDAY, APRIL 8, 2003 (10:00 A.M.)

MEMBERS PRESENT

Jeff Haste, Chairman
Lowman Henry, Vice Chairman
Anthony Petrucci, Secretary

STAFF PRESENT

Robert Burns, Chief Clerk; Julia Nace, Assistant Chief Clerk; Guy Beneventano, Esq., Assistant Solicitor; Marie Rebeck, Controller; Bob Dick, Treasurer; Phil Spaseff, Recorder of Deeds; Joseph Kleinfelter, President Judge; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Jim Frandano, Information Technology; Rick Wynn, Director of Human Services; Mike Pries, Director of Safety and Security; Edgar Cohen, Director of Facility Maintenance; Jennifer Kocher, Director of Communications; Dan Robinson, Director of Economic Development; Anthony White, Director of Fiscal Affairs; Barry Wyrick, Administrator of MH/MR; Bob Knupp, Esq.; Greg Schneider, Commissioners' Office; Jane Gordon, Commissioners' Office; Kacey Truax, Commissioners' Office; Dan Mosel, Human Services; Gary Serhan, Controller's Office; Faye Fisher, Personnel; Sharon Ludwig, Personnel; Garry Esworthy, Risk Manager; Diane McNaughton, Communications; Melanie McCaffrey, Solicitor's Office; Carolyn Thompson, Court Administrator; Shari Eagle, Information Technology; Jim Albert, Commissioners' Office.

GUESTS PRESENT

Jack Sherzer, Patriot-News; Sondra Mosten, Loretta Barbee-Dare.

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 approval of the March 18, 2003 Workshop Minutes. Is there a motion to approve?

Mr. Henry: So moved.

Mr. Petrucci: Second.

Mr. Haste: All those in favor signify by saying aye.

All: Aye.

Mr. Haste: Motion carries.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

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

Mr. Burns: Mr. Chairman, there was an Executive Session on March 31, 2003. Collective Bargaining issues were discussed at that meeting.

Mr. Haste: Thank you.

PUBLIC PARTICIPATION

Mr. Haste: This is the time and place on our Agenda for Public participation. Is there anyone here today that would like to address the Board? Seeing none we will move on.

DEPARTMENT DIRECTORS/GUESTS

Mr. Haste: Department directors. I don't believe we have any. Are there any directors here that would like to address the Board that we don't have on the Agenda?

SALARY BOARD

The Salary Board Minutes are on file in the Commissioners' Office.

PERSONNEL

Mr. Haste: Personnel items.

Ms. Fisher: There are two New Hires that I would like to add as an addendum to the Personnel packet. They can be found on the last page behind the green sheet.

Mr. Haste: These were checked out by Mr. Yohe?

Ms. Fisher: Yes.

Mr. Haste: Any questions for Faye?

Mr. Petrucci: Where are the addendums?

Ms. Fisher: The last page behind the green sheet. Behind the Salary Board items.

Mr. Petrucci: Ok. Thanks.

Ms. Fisher: The rest of the packet stands as presented.

Mr. Haste: Is there a motion to approve the Personnel packet?

Mr. Henry: So moved.

Mr. Haste: Is there a second?

Mr. Petrucci: Second.

Mr. Haste: Discussion? All those in favor signify by saying aye.

All: Aye.

Mr. Haste: Motion carries.

OVERTIME

Mr. Haste: Overtime.

Ms. Fisher: The overtime report for pay period 6 stands as presented.

Mr. Haste: Is there a motion to approve the overtime report?

Mr. Henry: So moved.

Mr. Haste: Second?

Mr. Petrucci: Second.

Mr. Haste: All those in favor signify by saying aye. Motion carries.

PURCHASE ORDERS

Mr. Haste: Purchase orders, Mr. Baratucci.

Mr. Baratucci: Commissioners, there are a couple of additions since last week. The first one extends on pages 17 through 31. What they are is those are the various District Justice offices. There was a renewal of a postage meter rental agreement that we have in each of those offices. I needed to verify some pricing there last week so it wasn't on the packet but it is just a renewal for the upcoming year and those were added pages 17 through 31 for the 14 different District Justice offices.

In addition, on page 49 and on page 53 there is signage for out at the Manor. The way this works is the Manor is paying for \$23,000 worth of this signage which is on page 49, out of the construction account monies. The balance, which is a little over \$10,000 is back on page 53 and that is being paid out of the Manor's fund to Depreciation Account. This is as per Steve out at the Manor. So that was also added due to time constraints. They need to get those items ordered.

The last item was also for the Manor on page 54 and that was some cubicle curtains. The same issue there, in readying the opening of the new facility these items needed to be added and moved along.

So with those three additions all of the budget issues were resolved from last week. The packet is there for your approval.

Mr. Haste: Any questions for Mr. Baratucci?

Mr. Petrucci: Mr. Chairman, I would like to call for a separate vote on page 48.

Mr. Baratucci: Just so you know on that item, I know that was brought up last week. That money is the drug forfeiture money. I realize you have an issue with those items but that money comes strictly from the drug forfeiture funds that are recovered by that office. So the money that is being spent for those five pair there are strictly out of that funding. It has no impact at all on any of our funds much less the General Fund.

Mr. Haste: We will pull page 48 out separate. Is there a motion to approve page 48?

Mr. Henry: So moved.

Mr. Haste: I'll second it. All those in favor signify by saying aye.

Mr. Henry: Aye.

Mr. Haste: Aye. Opposed?

Mr. Petrucci: No.

Mr. Haste: Motion carries 2-1. We will have the rest of the packet which would be pages one through fifty-five with the exception of page 48. Is there a motion to approve?

Mr. Henry: So moved.

Mr. Haste: Is there a second?

Mr. Petrucci: Second.

Mr. Haste: All those in favor signify by saying aye.

All: Aye.

Mr. Haste: Opposed? Motion carries.

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Haste: Mr. Yohe.

Mr. Yohe: (Mr. Yohe gave the following report.)

March 28, 2003 transferred **\$649,582.91** to the **Payables** account **from the County's Concentration account** for checks issued that week.

- **April 4, 2003** transferred **\$5,682,957.62** to the **Payables** account **and \$1,816,053.17** 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 \$120,265.22 rate 1.24%**
- **Balance today in First Union Money Market account \$ 0.00**
- **Balance today in Northwest Savings Bank Money Market account \$30,503,599.65 rate 2.5%**

Mr. Haste: Any questions for Mr. Yohe? Thanks, Mike.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – ROBERT BURNS

Mr. Haste: Mr. Burns.

Mr. Burns: Mr. Chairman, I have nothing to report today.

MATTERS REQUIRING BOARD ACTION

Mr. Haste: Training packet, Bob.

- A. Training Packet

Mr. Burns: There is one addendum, Commissioners, since last week’s meeting. There were 19 items at Workshop. There is one addendum today. And all twenty were pre-approved by the oversight Commissioner.

Mr. Haste: Ok. We have items A through Y on the Agenda. Are there any that the Commissioners would like to pull out separately.

- B. Commissioners’ Consent to Settlement Stipulations for the following Assessment Appeals:
 - 1. PAL Associates (K-Mart Plaza), tax parcel #35-043-041
 - 2. Clean Properties, Inc., tax parcel #30-014-072
 - 3. Continental Senior Housing Corp. (Meadowview Village), tax map #35-132, multiple parcels 1-63.
- C. Real Estate Tax Refunds:
 - 1. Rescind a partial refund of 2002 Real Estate taxes to Eastridge Apartments, Worcester Avenue, Swatara Twp., parcel #63-015-068, in the amt. of \$1,147.29 (previously approved 3/26/03).
 - 2. Partial refund of 2002 Real Estate taxes to Susquehanna Chestnut Partners, 301 Chestnut Street, Harrisburg, parcel # 03-002-012, in the amt. of \$37,951.01.
- D. Contract between Dauphin County and Buchart Horn designating Buchart Horn as Construction Manager for the Dauphin County

Courthouse renovations project.

- E. Proposed reimbursement of \$1,334.35 to Best Western of Middletown for money paid out of hotel funds and not collected from the State.
- F. Grievance Settlements:
 - 1. #62942 in the amt. of \$5,000
 - 2. #62842 in the amt. of \$5,000
 - 3. Schaffner Youth Center Grievance matter discussed in Executive Session of 2/19/03 in the amt. of \$20,000
- G. Subordination Agreements with:
 - 1. Virginia N. Edwards for property located at 1959 Mulberry St., Harrisburg.
 - 2. Beatrice M. Wiggins for property located at 2315 Berryhill St., Harrisburg.
 - 3. Dian S. Roy for property located at 111 Market Street, Harrisburg.
- H. Agreement between Schaffner Youth Center and Berks County for Secure Detention Services.
- I. Renewal Service Contract between Schaffner Youth Center and Berkshire Systems Group, Inc., for the Fire Alarm Control Panel and various other security systems.
- J. Contract Extension between Dauphin County Weatherization and GPU Energy for the services provided by the FirstEnergy's WARM Program.
- K. Continuation of ABE/GED Grant Agreement between Dauphin County Prison and Pennsylvania Department of Education.
- L. Contract between Spring Creek Rehabilitation & Health Care Center (Dauphin Manor) and Philhaven Behavioral Healthcare Service to provide psychiatric services to residents.
- M. Agreement for Services between Spring Creek Rehabilitation & Health Care Center (Dauphin Manor) and Hospice Preferred Choice.
- N. Letter of Agreement between Emergency Management Agency and Skelly & Loy to amend the Dauphin County Hazard Plan.
- O. Maintenance Contract Renewal between Emergency Management Agency and Intergraph Public Safety for 911 Computer Aided Dispatch (CAD) software.
- P. Amendment to Contract between Emergency Management Agency and Verizon to provide Mag IC 911 Telephone logging system in the Harrisburg Public Safety Answering Point of County's 911 System.
- Q. Purchase of Service Agreements for FY02/03 between MH/MR and:

1. Hempfield Counseling Associates, Inc.
 2. Keystone Service Systems, Inc.
- R. Purchase of Service Agreements for FY02/03 between Children & Youth and:
1. Keystone Education and Youth Services, d.b.a. PA Clinical Schools
 2. Center for Healthy Families
 3. YMCA Camp Curtin Branch
- S. Addenda to FY02/03 Purchase of Service Agreements between Children & Youth and:
1. Community Action Commission – Amendment #2
 2. Cornell Abraxas Group, Inc. – Amendment #3
- T. Addenda to FY02/03 Purchase of Service Agreements between Adult and Family Services and:
1. Lee's Industries, Inc. – Amendment #1
 2. The Visiting Nurse Association of Central PA, Inc. – Amendment #1
- U. Adoption Assistance Agreement #2003-8.
- V. Adopt Resolution No. 5-2003 authorizing Garry Esworthy, Risk Manager/HIPAA Privacy Officer to execute all HIPAA Business Associate Agreements between Dauphin County and various vendors.
- W. Business Associates Agreements between Dauphin County and:
1. Visiting Nurse Association
 2. AFSCME Health and Welfare Fund
 3. Delta Dental of Pennsylvania
 4. SPECTERA
 5. Department of Public Welfare/Health Choices
 6. Capital Area Behavioral Health Collaborative, Inc.
- X. Adopt Resolution No. 6-2003 providing benefits and salary differences to Dauphin County employees called to active duty during Operation Iraqi Freedom.
- Y. Agreement between Dauphin County Information Technology and Microsoft Software Enterprise.

Mr. Henry: Mr. Chairman, I would like to pull out item P separately.

Mr. Haste: Commissioner Petrucci.

Mr. Petrucci: I'm ok.

Mr. Haste: I'll ask for a motion to approve items A through Y with the exception of P. Is there a motion?

Mr. Henry: So moved.

Mr. Haste: Is there a second?

Mr. Petrucci: Second.

Mr. Haste: All those in favor signify by saying aye.

All: Aye.

Mr. Haste: Motion carries. Item P.

Mr. Petrucci: I move approval of item P.

Mr. Haste: We have a motion. Is there a second? I'll second it. Discussion?

Mr. Henry: Commissioner, I need to recuse myself from that vote. Verizon is providing a grant this year to a business I own which would present a conflict of interest. So for that reason I will be recusing myself.

Mr. Haste: All those in favor signify by saying aye.

Mr. Petrucci: Aye.

Mr. Haste: Aye. Opposed? Note that Commissioner Henry recused himself. It passed 2-0.

FORMER BUSINESS

Mr. Haste: We are now at Former Business.

Mr. Petrucci: Yes, Mr. Chairman, I have two items I would like to discuss with the Board in regard to Former Business. Last week I had an action item on for discussion and that was in regard to the abolishment of the Dauphin County General Authority and the transferring of all liabilities, obligations, assets and responsibilities to the Industrial Development Authority. Our discussion was that some looking into by the solicitors should occur in regard to that. I was hopeful of having a resolution here today on the action items in which we could basically direct the solicitors to specifically look at that. I, in chatting with the Chief Clerk, did find that this was an item to be addressed by the solicitors at their meeting. I would like to know if there has been some direction from the solicitors in regard to that issue.

Mr. Burns: Commissioner, I did not get any direction from the solicitors. I know they met yesterday and discussed that but I don't know what the resolution was other than they were going to research what would need to occur in order to dissolve the General Authority. So I am waiting to hear from our solicitors as to when we can move forward.

Mr. Petrucci: I am not comfortable with dropping the issue onto the solicitors without some recording of prioritization of this issue by the Commissioners. I sense that there was consensus that this be an item that they look at. Is this going to be an issue that winds up as we had in former solicitors offices and I'm sure that isn't the case here. My former colleague used to call the Solicitor's office the black hole in which issues were put to and they never seem to come out. I am hoping this isn't one of those issues because it is in my mind paramount that we address it. There is political mischief that could be done and I need to be assured that the Solicitor's office is treating this with due diligence. Is that going to be something that they will write a proposal, a resolution, that they are looking into and that they are going to direct or do I need to write that resolution?

Mr. Burns: Commissioner, I'm sure they'll write it for you if you'd like them to. If I understand you correctly you are asking for it to be a resolution simply stating that they are working on your proposal?

Mr. Knupp: Would a letter do?

Mr. Petrucci: Yes.

Mr. Knupp: I will relay that to Mr. Tully, who is unfortunately in a court proceeding this morning. I'll tell him what you have requested.

Mr. Petrucci: Thank you. The second issue, Mr. Chairman, is work that has been done by Rick Wynn and Danny Mosel and others in the Human Service department in regard to preparing a RFP for the handling within Dauphin County of much of our Youth. A great deal of work done by our Children & Youth department in regard to preparing a RFP, a very difficult and very innovative kind of approach. I have detected some sense of a slow down in that so I asked for a meeting with Rick and Dan. They have produced a timeline that does indicate that we are moving and it is on track and that a decision in regard to that after thorough investigation and reports by several working committees will be brought to the Board early in December. I just wanted to thank them for the work they are doing on this excellent project.

Mr. Haste: Anything else under Former Business?

NEW BUSINESS

Mr. Haste: Anything under New Business?

COMMISSIONERS' DISCUSSION & ACTIONS

Mr. Haste: Commissioners' discussion & actions. Anything to be brought up by either Commissioner?

Mr. Henry: I will be circulating to you the memo on proposed additional savings in the Information Technology department. If the goal is to start at the top and work our way down to truly save money, I have ways to save \$200,000. I think the Board ought to adopt those so I will see to it that is circulated to you this week.

Mr. Haste: Thank you.

Mr. Petrucci: Mr. Chairman, one of the items that we voted on in action item today was a resolution in support of employees who are involved in the military. I would like our Public Relations department to write a press release in regard to that and to indicate our appreciation for all institutions in the Capital Area that do similarly. And also to encourage other institutions to follow along these same lines.

CORRESPONDENCE

Mr. Haste: Next you will see correspondence that has been received by the Board of Commissioners, items A through E. Any comments or questions on those?

- A. Notification from Civil & Environmental Design Group, on behalf of the Harrisburg School District, indicating they plan to submit a Notice of Intent for Coverage under the General NPDES permit for discharges of stormwater associated with construction activities of the Harrisburg School District-new facilities building, Susquehanna Township, Dauphin County.
- B. Notification from Urban Engineers, Inc., on behalf of Susquehanna Area Regional Airport Authority (SARAA) indicating they are in the process of applying for various local, state and federal permits for various construction activities at the Harrisburg International Airport.
- C. Received a copy of a letter addressed to Rocky Licensing Corp., from DEP correcting a permit for Fiddler's Elbow Quarry Operation.
- D. Received a copy of a letter addressed to Pennsy Supply, Inc., from DEP correcting a permit for the Hummelstown Quarry Operation.
- E. Notification from Hartman & Associates, Inc., on behalf of Messick Construction, Inc., indicating they intend to apply to DEP for a general NPDES permit relating to single family residential subdivision – 19 residential lots at Woodridge P.R.D., Lower Swatara Township, Dauphin County.

PUBLIC PARTICIPATION

Mr. Haste: We are again at the point in the Agenda for Public participation. Is there anyone in the audience that would like to address the Board?

ADJOURNMENT

Mr. Haste: Is there a motion for adjournment?

Mr. Henry: So moved.

Mr. Haste: Second?

Mr. Petrucci: Second.

Mr. Haste: All those in favor signify by saying aye.

All: Aye.

Mr. Haste: Meeting adjourned.

Transcribed by: Shari Eagle
April 8, 2003

Respectfully submitted,

Robert Burns, Chief Clerk/Chief of Staff

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