



DAUPHIN COUNTY BOARD OF COMMISSIONERS

COMMISSIONERS' LEGISLATIVE MEETING

TUESDAY, OCTOBER 14, 2003

10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Robert Burns, Chief Clerk/Chief of Staff; Marie Rebeck, Controller; Robert F. Dick, Treasurer; President Judge Joseph Kleinfelter; William Tully, Esq. Solicitor; Robert Knupp, Esq., Solicitor's Office; Guy Beneventano, Esq., Solicitor's Office; Bruce Foreman, Esq., Solicitor's Office; Andrew Dowling, Esq.; Stephen Suknaic, Director of Juvenile Probation; Jeff Patton, of Juvenile Probation; Mike Yohe, Budget & Finance Director; Garry Esworthy, Risk Manager; Randy Baratucci, Purchasing Director; Edgar Cohen, Maintenance Director; Mike Pries, Security Director; Rick Wynn, Human Services Director; Gary Serhan, Controller's Office; Dan Robinson, Community and Economic Development Director; Steve Chiavetta, Registration & Elections Director; Jennifer Kocher, Communications Director; Phil Intreri, Deputy Court Administrator; Faye Fisher, Personnel Director; Sharon Ludwig, Personnel; David Schreiber, Personnel; Kay Sinner, Personnel; Diane McNaughton, Communications; Jane Gordon, Commissioners' Office; Kacey Truax, Commissioners' Office; Melanie McCaffrey, Solicitor's Office; and Richie Martz, Commissioners' Office.

GUEST

Kevin J. McKeon, Esq., of Hawke, McKeon, Sniscak & Kennard, LLP.

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:05 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 three sets of Minutes to approve: the September 16, 2003 Workshop Meeting and the September 23, 2003 Legislative Meeting, which we will approve together. Is there a motion to approve?

Mr. Henry: So moved.

Mr. Haste: I'll second it. All those in favor say, Aye.

All: Aye.

Mr. Haste: Motion carries.

Now, I will take separately the September 23, 2003 Salary Board Minutes. Is there a motion to approve?

Ms. Rebeck: So moved.

Mr. Henry: Second

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

All: Aye.

Mr. Haste: Motion carries.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Burns: There were Executive Sessions on September 30, 2003 and October 7, 2003. Both were to discuss real estate matters.

PUBLIC PARTICIPATION

Mr. Haste: We are now at the point in time in the meeting for public participation. (There was no public participation.)

ELECTION BOARD MEETING

(The Minutes of the Election Board Meeting are on file in the Commissioners' Office.)

SALARY BOARD

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

PERSONNEL

Ms. Fisher: In the Personnel Packet that was distributed at last week's meeting, I would like to make one change to the Workshop Agenda New Hires Listing. I would like to pull new hire #34 for Safety and Security. I also distributed to you a corrected overtime report for Pay Period #18, correcting the overtime hours for Spring Creek. It looks much better.

Mr. Henry: It looks much better than the 14,000 hours that was listed last week.

Mr. Haste: Any further questions? Is there a motion to approve the Personnel Packet?

Mr. Henry: So moved.

Mr. Haste: I'll second it. All those in favor say, Aye.

All: Aye.

Mr. Haste: Motion carries.

PURCHASE ORDERS

Mr. Baratucci: Commissioners, in addition to the packet from last week, on the new packet there is one item that I discussed last week regarding the refrigeration situation at the Coroner's Office. That is added on Page 11. In addition to that, on page 35, there was an item that was added for Spring Creek. It is the third item on page 35 to Edwin L. Heim. It is for some electrical work. Mr. Tessier sent in an e-mail to Commissioner Henry asking if that could be added to the packet, because they needed to have some work done quickly. Those two are add ons from last week. Everything else is the same.

Mr. Haste: Any questions? Is there a motion to approve?

Mr. Henry: So moved.

Mr. Haste: I'll second it. All those in favor say, Aye.

All: Aye.

Mr. Haste: Motion carries.

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

The following report was presented by Mr. Yohe, Budget & Finance Director:

Report from the Office of Budget & Finance October 14, 2003

- **September 26, 2003** transferred **\$1,224,446.36** to the **Payables** account **from the County's Concentration account** for checks issued that week.
- **October 3, 2003** transferred **\$5,866,688.02** to the **Payables** account and **\$1,757,982.53** to the **Payroll** account **from the County's Concentration account** for checks issued that week.
- **October 10, 2003** transferred **\$265,771.50** to the **Payables** account **from the County's Concentration account** for checks issued that week.
- **Total Term Investments – N/A**
- **Balance today in INVEST account \$120,938.37 rate 0.95%**
- **Balance today in Northwest Savings Bank Money Market account \$32,948,093.96 rate 1.75%**

Mr. Haste: Any questions?

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – ROBERT BURNS

Mr. Burns: I have nothing to report today.

SOLICITOR'S REPORT

Mr. Tully: There are no changes, but would point out that #10 and #13 of the Solicitor's Report, we will have the actual finished documents for you to sign later. There was some language changes, but the terms of the contracts are essentially as reported.

MATTERS REQUIRING BOARD ACTION

Mr. Haste: Mr. Burns, the Training Packet.

Mr. Burns: There are 22 Items in the Packet and Items #16 through #22 are an Addendum since the Workshop. All 22 were preapproved.

- A. Training Packet.
- B. Subordination Agreement with Doreen J. Bell aka Doreen J. Heckert for property located at 1252 Second Street, Steelton, PA (Economic Dev./Affordable Housing Program)
- C. Approval of proposed settlement for Tax Assessment Appeals for the following properties: (Tax Assessment Board)
 - a. Governor Hotel Partnership
Tax Parcel No. 03-001-067
 - b. John W. Hoover (Multiple Tax Parcels)
Case No. 5467 CV 2002 TX
- D. Approval to pay the County's pro-rata share (\$920.00) for the necessary expenditures of an Appraiser for the Georgetown Commons Associates Tax Assessment Appeal Tax Parcel No. 36-018-059 (Tax Assessment Board)
- E. Purchase of Service Agreements with: (Children and Youth)
 - a. King's Kids Camp
 - b. Holy Family Social Services
 - c. Catholic Charities
 - d. Tressler Lutheran Services dba TresslerCare
 - e. George Jr. Republic
 - f. The Bradley Center
 - g. Families United Network
 - h. Pressley Ridge
 - i. Boys and Girls Club of Lancaster, Inc.
- F. Amendment to Purchase of Service Agreements with: (Children & Youth)
 - a. High Pointe - FY 02/03 Amendment #1
 - b. High Pointe - FY 03 / 04 Amendment #1
 - c. Children's Home of York - Amendment #1
- G. Amendments to Purchase of Service Agreements with: (MH/MR)

- a. Victoria Kern/Kern Physical Therapy Services - Amendment #1
 - b. Elizabeth M. Kelly t/b/d/a Pediatric Physical Therapy - Amendment #2
 - c. ARC of Dauphin County - Amendment #1
 - d. HealthSouth Rehab of Mechanicsburg - Amendment #1
 - e. The Paxton Ministries - Amendment #1
 - f. Gaudenzia - Amendment #2
 - g. United Cerebral Palsy Central PA - Amendment #1
 - h. Center for Independent Living - Amendment #1
 - i. Edgewater Psychiatric Center - Amendment #1
- H. Purchase of Service Agreement with MHA of the Capital Region (MH/MR)
 - I. Lease Agreement with MX Rental Property for property located at 1650 South Cameron Street, Harrisburg (Courts/District Justice Office)
 - J. Agreement with G.R. Sponaugle for HVAC System Balancing of the supply air diffusers for the Liebert System to insure uniform air flow throughout the EMA Dispatcher Room (Emergency Management)
 - K. Comprehensive Health Services Agreement with PrimeCare Medical, Inc. (Schaffner Youth Center)
 - L. Telecommunications Services Agreement with Verizon Select Services, Inc. for Internet TI connection at EMA to build a redundant Internet link to the existing technology located within IT (Emergency Management Agency)
 - M. Security and Surveillance Proposal from Herbert, Rowland & Grubic, Inc. to provide professional engineering services for security at the Spring Creek and McBride buildings (Safety and Security)
 - N. Agreement with Honeywell International, Inc. for an EBI Digital Video Manager System (Prison)
 - O. Maintenance Agreement with McClure Company for the VAC System located at the Human Service Building (Facilities Maintenance Department)
 - P. Agreement for Janitorial Services for Dilworth Paxson LLP (County tenant) located on the 8th Floor of the Veterans Memorial Building (Facilities Maintenance Department)
 - Q. Appoint Mary Lundeen to the Friends of Fort Hunter Trustee Board – term to expire December 31, 2006.
 - R. Real Estate Tax Refunds

1. Partial refund of 2002 & 2003 Real Estate Taxes to Chad Jones, 203 Lincoln Street, Harrisburg, parcel #35-033-020, in the amount of \$207.61.
 2. Partial refund of 2002 & 2003 Real Estate Taxes, Highlands Drive, Parcel #35-066-001, in the amount of \$340.21.
 3. Partial refund of 2002 & 2003 Real Estate Taxes to Thomas & Alice Czarnicki, Rear Ridgeview Road, Parcel #35-038-042, in the amount of \$253.30.
- S. Approval of FY 2003/04 Per Diem Rates between the Children & Youth Agency and:
1. Bethanna

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|---|--------------|
| RTF-MA approved room and board | \$ 64.00 p/d |
| RTF-non MA approved treatment, room & board | \$206.05 p/d |
 2. Children's Choice, Inc.

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|---|--------------|
| Foster Care-Level I | \$ 36.15 p/d |
| Foster Care-Medical Level I, II, III & IV | \$ 36.15 p/d |
| Foster Care-Level II | \$ 47.33 p/d |
| Foster Care-Level III (MH) | \$ 71.18 p/d |
 3. Northwestern Youth Services

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|--------------------------|--------------|
| Boot Camp | \$135.00 p/d |
| Detention | \$187.00 p/d |
| Community Based Services | \$196.00 p/d |
| Intermediate Secure | \$214.00 p/d |
| Intensive Secure | \$232.00 p/d |

Mr. Haste: We have Items A through S for Board approval. I do know a number of those we received correspondence from the Solicitor's Office. Are there any questions or any Items that you want to pull?

Mr. Henry: We will need to pull out Item L. I would have to recuse myself from voting on that. It involves a vendor that I am involved with in a private business activity. So, I cannot vote on that.

Mr. Haste: Mr. Burns, you will need to put that back on the Agenda next week.

Is there a motion to approve Items A through S, with the exception of L being removed.

Mr. Henry: So moved.

Mr. Haste: I'll second it. All those in favor say, Aye.

All: Aye.

Mr. Haste: Motion carries.

FORMER BUSINESS

Mr. Haste: We are at the point in time for former business. (There was no former business.)

NEW BUSINESS

Mr. Haste: Is there any new business? (There was no new business.)

COMMISSIONERS' DISCUSSION & ACTIONS

Mr. Haste: Any Commissioners' discussions or actions? (There was none.)

CORRESPONDENCE

Mr. Haste: You will see the correspondence that was received this week, Items A through I, which will be handled by the staff appropriately.

- A. Notification from Navarro & Wright Consulting Engineers indicating that they intend to submit a Notice of Intent for Coverage Under the General NPDES Permit for stormwater discharges associated with construction activities in Swatara Township.
- B. Notification from Act One Consultants indicating that they intend to submit an application to DEP for an extension of the existing NPDES permit PAR-10I182 for the Brynfield Project in West Hanover Township.
- C. Notification from Act One Consultants indicating that they intend to submit an application to DEP for an extension of the existing NPDES permit PAR-10I181 for the Sagewicke Project in West Hanover Township.
- D. Notification from Act One Consultants indicating that they intend to submit an application to DEP for an extension of the existing NPDES permit PAR-10I183 for the Brynfield East Project in West Hanover Township.
- E. Notification from Vartan Enterprises Company that they intend to submit an application to DEP for a Renewal NPDES Permit for David M. Trexler in Susquehanna Township.
- F. Notification from Rettew that they intend to submit an application to DEP for a General Stormwater NPDES Permit for Jim Novinger (RETTEW project #03-05583-001).
- G. Received notification from Dauphin Engineering Co. that they intend to submit an application for Coverage under the PA General Permit for Discharges of Stormwater from Construction Activities on behalf of Anderson & Gulotta Holding Group in Lower Paxton Township.
- H. Received notification that G. Martin Eichelberger is intending to submit an application to DEP for the restoration of a river bank in Middle Paxton Township.

- I. Received notification that Kenneth E. Wolfe is intending to submit an application to DEP for the restoration of a river bank in Middle Paxton Township.

PUBLIC PARTICIPATION

Mr. Haste: We are back at the point in time for public participation. Is there anyone in the audience that would like to address the Board? (There was no public participation.)

ADJOURNMENT

Mr. Haste: Is there a motion for adjournment?

Mr. Henry: So moved.

Mr. Haste: I'll second it. All those in favor say, Aye.

All: Aye.

Mr. Haste: Meeting adjourned.

Transcribed: October 14, 2003

Respectfully submitted,

Robert Burns, Chief Clerk/Chief of Staff
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