



DAUPHIN COUNTY BOARD OF COMMISSIONERS

COMMISSIONERS' LEGISLATIVE MEETING

WEDNESDAY, OCTOBER 6, 2004

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/Chief of Staff; Bill Tully, Esq., Solicitor; Marie Rebuck, Controller; Robert Dick, Treasurer; Carolyn Thompson, Esq., Court Administrator; Mike Yohe, Director of Budget & Finance; Randy Baratucci, Purchasing Director; Gary Serhan, Deputy Controller; Edgar Cohen, Facility Maintenance Director; Faye Fisher, Personnel Director; Guy Beneventano, Esq., Solicitor's Office; Diane McNaughton, Press Secretary; Melanie McCaffrey, Solicitor's Office; Keith Kepler, Controller's Office; Sharon Way, Personnel Office; Phil Intrieri, Deputy Court Administrator; Kelly Wolf, Solid Waste; Kay Sinner, Personnel Office; and Julia E. Nace, Assistant Chief Clerk

GUESTS PRESENT

Meghan Dirzaom

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 September 8, 2004 Legislative Meeting Minutes and the September 15, 2004 Workshop Meeting Minutes. Is there a motion to approve the Minutes?

It was moved by Mr. DiFrancesco and seconded by Mr. Haste to approve the September 8, 2004 Legislative Meeting Minutes and the September 15, 2004 Workshop Meeting Minutes; motion carries.

Mr. Haste: Now we have the Salary Board Meeting Minutes from September 8, 2004. Is there a motion to approve?

It was moved by Mrs. Rebeck and seconded by Mr. DiFrancesco to approve the September 8, 2004 Minutes; motion carries.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor: Commissioners, as you know we have met twice in Executive Session once on September 29, 2004 and again this morning briefly. We've discussed a myriad of issues including litigation and labor issues.

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 were none.)

DEPARTMENT DIRECTORS/GUESTS

Mr. Haste: Are there any Directors in the audience that would like to address the Board at this time? (There were none.)

SALARY BOARD

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

PERSONNEL

Ms. Sinner: We have the vacancies listing. There are requests to fill positions in various departments. On the new hires listing, last week we pulled items #1 & #2. This week I have two changes on items #3 & #6. The person listed in three is actually going

into another department. That part-time person will be full-time. We then have a new part-time person. If you could just make the changes on the new hire listing according to the memo. I have no changes to the changes listing. I do have one addendum. It is a new hire for Spring Creek. That is all I have.

Mr. Haste: Are there any questions for Kay? (There were none.) Is there a motion to approve the personnel packet as amended?

It was moved by Mr. DiFrancesco and seconded by Mr. Haste to approve the personnel packet as amended; motion carries.

PURCHASE ORDERS

Mr. Baratucci: We have all the budget issues from last week resolved. As you recall, we had a conversation about bullet proof vests. Chad is our new expert on those. We were able to add on page 5 for Juvenile Probation. They did get their paperwork and budget issues resolved. So we added page 5 to the packet. There are six vests for them. We did not get any of the issues resolved for the Sheriff's Office. From talking with Chad, he got an extension for another year to use up that money. So since we have plenty of time and we haven't gotten anything from the Sheriff's Office on the budget issue, it is my suggestion to Chad that maybe they work it into the budget for next year unless there is some other issue we haven't heard. At this point, we are recommending that we add the ones for Juvenile Probation on page 5. We will work through the Sheriff's issue when that gets resolved. Other than that there are no other changes except all the budget issues are fixed. It is there for your approval and if you have any questions, I'll be glad to answer them.

It was moved by Mr. DiFrancesco and seconded by Mr. Haste to approve the Purchase Orders; motion carries.

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe gave the following report:

Report from the Office of Budget & Finance October 6, 2004

- **September 24, 2004** transferred **\$2,048,889.05** to the **Payables** account **from the County's Concentration account** for checks issued that week.
- **October 1, 2004** transferred **\$5,545,333.90** to the **Payables** account **and \$1,830,337.85** 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 \$121,990.55 rate 1.59%**
- **Balance today in Community Banks investment account \$1,565,018.54 rate 2.45%** (This rate is good through 10/31/04)
- **Balance today in Commerce Bank investment account \$16,543,124.20 rate 2.50%** (This rate is good through 10/31/04)
- **Balance today in Waypoint Bank investment account \$17,509,086.41 rate 2.50%** (This rate is good through 10/31/04)

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

- Draw #1 on 2/5/04 - \$2,850,000.00
- Draw #2 on 2/19/04 - \$1,800,000.00
 - o Total \$4,650,000.00
- April 1, 2004 – TRAN was paid back with \$11,232.21 for interest expense.

Those rates are all good for October and we'll see what happens in November.

Mr. Haste: Are there any questions for Mike?

Mr. DiFrancesco: You said the collateral issues have been resolved, right?

Mr. Yohe: Yes.

Mr. DiFrancesco: So we are satisfied on all fronts?

Mr. Yohe: Yes.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor: Commissioners, the Industrial Development Authority is moving forward with plans to purchase 1805 N. Cameron Street, which is the site of District Justice Jennings new office. Request for loan proposals, I'm told are in the hands of banks and they expect to have responses by Friday. They look at the total amount of borrowing not to exceed \$500,000. They hope everything will be ready by November 1, 2004. The timing of this whole arrangement we need to workshop the appropriate documents this week and approve them next week at the Workshop Meeting. So that is why I'm bringing this to your attention now. You should all have copies of the documents that were sent to us. They include a proposed county debt ordinance; along with a draft lease agreement; and a draft guaranty agreement. Those items are in your hands for review. They are in the Solicitor's hands for review. We anticipate unless something comes up, to have action of that next Wednesday.

Unless there is anything calendar wise coming that I need to bring to your attention, I'm told there isn't, that's all I have.

Mr. Haste: Are there any questions for Chad? (There were none.)

SOLICITOR'S REPORT

Mr. Tully: There are no changes to the report. Happy to answer any questions if there are any.

Mr. Haste: Are there any for Bill? (There were none.)

MATTERS REQUIRING BOARD ACTION

Mr. Haste: We have items A thru Q. Are there any that need to be pulled out separately and discussed?

Mr. Saylor: I don't know of any.

Mr. Haste: Is there a motion to approve items A thru Q?

Mr. Saylor: Commissioners, we had on the draft agenda proposals from two companies to do subdivision plans for the parcel of land off of 441. They are still being reviewed so we need to pull them for further consideration.

Mr. Haste: The proposals are being reviewed?

Mr. Saylor: Yes, I hope to have them for consideration either next week or at the next Legislative session. I think that is the only difference. It should be items A thru Q.

Mr. Haste: Is there a motion to approve items A thru Q?

It was moved by Mr. DiFrancesco and seconded by Mr. Haste to approve items A thru Q as listed:

- A. Training Packet
- B. Approval of FY04/05 Per Diem Rates between Children & Youth Agency and:
 - 1. International Service Center
 - Translation & Interpretation services \$30.00/hr
 - Interpretation Services \$40.00/hr
 - mileage \$.35 mile
 - 2. Vision Quest National, Ltd.
 - Madalyn Rite of Passage at Donegal \$198.90/day
 - 3. Hempfield Behavioral Health, Inc.
 - Nurse Family Partnership-PCCD grant match \$13,083.33
 - 4. Bethanna
 - RTF-MA approved rm. & bd. \$64.00/day

	RTF-Non MA approved treatment, rm. & bd.	\$206.05/day
5.	Bethany Home, Inc. Residential Services	\$120.00/day
	Short Term Intensive Service	\$130.00/day
	Shelter Care	\$160.00/day
6.	Perseus House, Inc. Intensive Treatment program (male)	\$201.95/day
	JCAHO (male)	\$217.31/day
	Andromead House intensive treatment (female)	\$187.47/day
	Andromead House RTF-JCAHO (female)	\$217.70/day
	Florence Crittenton Pregnant & parenting program Mother	\$215.00/day
	Child	\$ 45.00/day
	Shelter	\$176.73/day

C. Real Estate Tax Refunds/exonerations:

1. Partial refund of 2004 real estate taxes for Doreen Ebersole, 344 South 13th Street, City of Harrisburg, parcel #02-019-029, in the amt. of \$18.62.
2. Refund of 2002 & 2003 real estate taxes to Terry & Lynette Hoffman, unmapped parcels #65-000-014; #65-000-088; #65-000-092; #65-000-096; #65-000-119; and #39-000-060, in the amt. of \$551.96.
3. Refund of real estate taxes to Marianne F. Reider, Tax Collector, in reference to parcel #58-009-014, in the amt. of \$443.67. (Property owner issued back check)
- R. Partial refund of 2002 & 2003 real estate taxes to Salvador Ledesma & Marcelina Figuero, 38 South 17th St., parcel 09-052-039, City of Harrisburg.

D. Subordination Agreements with the following individuals:

1. Dian S. Roy for property located at 111 Market St., Middletown, PA.
2. Mary E. Davis for property located at 2131 Green St., Harrisburg, PA.
3. Ronald L. Wilkins for property located at 45 S. 3rd St., Steelton, PA.

E. Dauphin County Paxton Street Development Subdivision Easement and Reimbursement Agreement for the Sanitary Sewer Connection with Arora and Associates, P.C.

F. Dental Plan Agreement with Delta Dental for the Dauphin County Court Related Non-Professional employees.

G. Dental Plan Agreement with Delta Dental for the Dauphin County Probation Officers.

H. Agreement with Christian Churches United for Chaplaincy Services at the Dauphin County Prison.

I. Radio Site Contract Renewal between Dauphin County Emergency Management Agency and Frey Village Retirement Center.

J. Lease Agreement between Dauphin County Information Technology and De Lage Landen Financial Services, Inc., for a Minolta Digital Full Color System (copier).

K. Purchase of Service Agreements for FY04/05 between Children & Youth Agency and:

1. Mission Home Ministries
 2. Three Rivers Health Plans, Inc.
 3. St. Michael's School, Inc.
 4. Tressler Lutheran Services, t/g/d/a TresslerCare
 5. Northwestern Human Services of Pennsylvania
 6. Baptist Children's Services
 7. Kidspace National Center for Kids in Crisis, Inc.
 8. Keystone Children and Family Services
- L. Human Services Development Fund Contracts for FY04/05 between the Human Services Director's Office and:
1. CONTACT Helpline
 2. ACCEPT Supportive Care, Inc.
 3. Christian Churches United of the Tri-County Area
 4. The PROGRAM for Female Offenders, Inc.
 5. Lee's Industries, Inc.
 6. Puerto Rican Organizing Committee
 7. Family and Children's Services of the Capital Region
 8. YWCA of Greater Harrisburg
- M. Purchase of Service Agreement for FY04/5 between Area Agency on Aging and Experience Works, Inc.
- N. Adoption Assistance Agreement #2004-23.
- O. Human Services Development Fund Grant Agreement FY04/05 between Mental Health/Mental Retardation and Catholic Charities of the Dioceses of Harrisburg.
- P. Consultancy Agreement for FY04/05 between Children & Youth Agency and James L. Nice.
- Q. Review of Settlement and Termination of Lease Agreement between Dauphin County and Triple Crown.

Mr. Haste: Motion carries.

FORMER BUSINESS

Mr. Haste: Is there anything for former business? (There was none.)

NEW BUSINESS

Mr. Haste: Is there anything for new business? (There was none.)

COMMISSIONERS' DISCUSSION & ACTIONS

Mr. DiFrancecco: I just want to give a report to the Directors present and the Board on the upcoming election, which seems to be the subject of the day. Currently, I've asked Voter Registration for ballpark figures in terms of what they have been doing since more or less September when things started to heat back up in terms of voter registration,

which of course closed on Monday. Right now the office has processed 3,000 registrations. Over the next five days, the plan is to process 8,000 more that are sitting down there. That breaks down into about 15,000 that have come in through voter drives over the last couple of weeks. 15,000 have come in through the mail. These figures are not specifically accurate. They are ballpark figures. Approximately 5,000 have come through motor voter that have been received by the department prior to the cutoff. Over the next four days we have to process about 8,000 more forms.

I want once again to thank those offices that have stepped up and reassigned people and shifting them downstairs. This is obviously one of those cyclical type of things where there may not be enough work for additional staff, but all of a sudden you get slammed into a period where you just have to get these registration forms put on-line. Several offices have stepped up and committed people over the next four days to make sure that we have at least four people down there at any time on each terminals inputting.

Again, thank you to the departments that helped out. I think and I probably will be making this comment at every meeting going forward. Normal registration counts tend to run around 130,000 registered voters. Last week before any of these have been processed, it was up to about 166,000. Granted in a presidential election turnout is going to be high. If I could make a public plea to let the voters know that there will be lines, this will be time consuming, people should plan their day accordingly and the fact of the matter is that in every election mechanical machines break down for a period of time. The County will have a force in place to respond when a machine possibly runs out of tape, gets jammed or for some reason isn't functioning properly to make certain that somebody is out there maintaining it as quickly as possible to get that machine restored. I want people to know that it is a normal course of any election where machines throughout the day will have malfunctions. That doesn't impact the results. It doesn't impact anything other than the fact that it may take a machine out of play for a period of time until it gets resolved. I want people to be aware that yes, this will take time, you will be standing in lines at this election. It is worth it to exercise your right to vote. I would rather have people prepared and know these precincts are going to be heavily backed up. Have them prepare that in their own mind rather than have them show up that day and be caught off guard and have tempers flair. This is an important election. We all know that. There is a lot of time and investment being put into this election. I just want the public to know that we on this side will make it flow as smooth as we possibly can. We'll have a force available to make sure the election goes off without a hitch. We just ask the public to be aware that there will be lines and this will not be the average election. We'll probably get a very, very high voter turnout. Obviously if voter registration being up is any indication. People should plan their day accordingly. Are there any questions? (There were none.)

CORRESPONDENCE

Mr. Haste: We have correspondence that will be handled by the staff appropriately. Items A thru E:

- A. Notification from the PA Department of Environmental Protection indicating they scheduled a public hearing for citizens to present testimony and comments on an application submitted by the Lower Paxton Township Authority for construction of the Beaver Creek Wet Weather sewage treatment facility in South Hanover Township. The hearing will be held Thursday, 10/21/04 at 7:00 p.m. at the Lower Dauphin High School Auditorium.
- B. Notification from the PA Turnpike Commission enclosing a CD of the plans for the Susquehanna River Bridge Replacement of Turnpike Bridge No. EB-300 - PUC Docket No. A-00118748.
- C. Notification from R. J. Fisher & Associates, Inc., on behalf of Waverly Woods Associates, indicating they intend to submit to DEP a water obstruction and encroachment permit for several crossing of streams and wetlands for the Waverly Woods development located at the end of North Program Avenue in Susquehanna Township.
- D. Notification from CEDG, Inc., indicating they intend to apply to DEP for a NPDES permit for the extension of Greenfield Drive that will provide an emergency access to the proposed Middletown Middle School project.
- E. Notification from Alpha Consulting Engineers, Inc., indicating they intend to apply to DEP for NPDES general permit for a proposed 33 unit townhouse project on 7.41 acres located on Jonestown Road, West Hanover Township.

PUBLIC PARTICIPATION

Mr. Haste: We are again at the point in time for public participation. Is there anyone in the audience that would like to address the Board? (There were none.)

ADJOURNMENT

Mr. Haste: Is there a motion to adjourn?

It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick to adjourn the meeting; motion carries.

Transcribed by: Julia E. Nace, Assistant Chief Clerk
October 6, 2004

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