



DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

JANUARY 26, 2011
10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Chad Saylor, Chief Clerk; Marie E. Rebeck, Controller; Janis Creason, Treasurer; William Tully, Esq., Solicitor; Leila Brown, Solicitor's Office; Dave Schreiber, Human Resources; Kay Lenge, Human Resources; Mike Madden, Prison; Tom Guenther, Director of IT; Steve Libhart, District Attorney's Office; Greg Kline, Acting Director of EMA; Randy Baratucci, Director of Purchasing; Joe Cardinale, Solicitor's Office; Garry Esworthy, Risk Manager; Bob Stout, EMA; Gary Serhan, Deputy Controller; Amy Richards, Commissioners' Office; Jena Wolgemuth, Commissioners' Office and Richie-Ann Martz, Asst. Chief Clerk

GUESTS PRESENT

Matt Miller

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:18 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. Hartwick and seconded by Mr. Pries that the Board approve the January 5, 2011 Workshop/Legislative Meeting Minutes; motion carried.

It was moved by Ms. Rebeck and seconded by Mr. Pries that the Board approve the January 5, 2011 Salary Board Meeting Minutes; motion carried.

Mr. Haste: The other two sets of meeting minutes we'll take up at next week's meeting.

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 was none.)

DEPARTMENT DIRECTORS/GUESTS

A. Greg Kline, EMA

1. Radiological Emergency Response Plan and 9-1-1 Update

Mr. Kline: We are here to provide an update on the Radiological Emergency Response Plan today, which is a plan that requires promulgation. Bob Stout is in charge of that area within our agency and he has a few comments.

Mr. Stout: I take care of the Radiological Emergency Response Plan for the County. This is the standard plan that we've had for many years as an annex to our Emergency Operations Plan. This plan is specific to radiological emergencies dealing with Three Mile Island. We are required to have the plan under new regulations, which are an NRC requirement and also a FEMA requirement. The plan that has been presented is unchanged from 2009 other than some minor typographical issues. We made the plan more national incident management system compliant to conform to the current regulations. We changed position titles, such as Operations Coordinator to be Operations Section Chief; things like that. Our agency has implemented an audit program where we took our plan and we compared it specifically to the Federal guidelines. We went through and made some very minor changes to bring it up to speed. The plan is tested every two years, as you know, for the biannual exercise at Three Mile Island, which is coming up this year in 2011 on April 12. The plan will be, again, submitted to FEMA February 1st. They will review the plan again and give us any comments/suggestions, etc. and we will test that plan fully on April 12.

Mr. Saylor: I have a copy of the plan. It has been reviewed by the Solicitors. I'll make sure you all get a copy.

Mr. Hartwick: When that exercise is held that is one day that I'm glad I'm not the oversight of EMA.

Commissioners: Thank you for your hard work.

Mr. Kline: The second item on the Agenda would be an update on where we currently are with the transition of 9-1-1 dispatch from the City of Harrisburg to Dauphin County. As you are aware, we did receive a letter stating the Mayor's intention to start the transition process. We had acknowledged the Mayor's request and over the next few weeks we'll be meeting with various entities from the City Police Department to discuss the actual processes, steps and items that will need to be completed to ensure a seamless transition. As part of that over the next few weeks, you will most likely see purchase orders or a few contract change requests to increase the number of equipment positions in the room by three additional positions. On the Salary Board Packet today there is a request for nine (9) additional telecommunicator 1 positions to help handle the increase 9-1-1 traffic and police dispatch services that we will have to do for the City of Harrisburg.

Mr. Haste: I think you probably know I won't be supporting the nine positions. I'm willing to support an additional three. I have looked at the report. I've looked at what has been requested. I've even talked to some of the folks employed out there. I'm not convinced that we need more than three at this time. I could be wrong and we'll see as it moves forward. I would rather ramp up as opposed to overstaff and then be in a position... because once we have positions we rarely ever lose them. I'm just not convinced that we need nine positions. I am convinced that there is probably a good number at this time. When we get to that point I'll only be supporting three positions.

Mr. Pries: We'll wait until we get to the Salary Board to have the discussion on that issue?

Mr. Haste: Yes. Marie Rebuck is also a member of the Salary Board.

Mr. Hartwick: We'll allow for some time for discussion at that time.

Mr. Pries: I do have a question outside of the nine positions. You said the three equipment stations, what is the definition of an equipment station?

Mr. Kline: It would include the 9-1-1 telephone, the radio and the computer-aided dispatch piece and the associated furniture required to locate all that equipment on. There are some existing contracts in place that we will be able to issue some change orders against to change the way that we were expecting on spending some funds.

Mr. Pries: I will have some other questions when we get to the specific item, which is D under Salary Board items.

SALARY BOARD

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

HUMAN RESOURCES

Ms. Lengle: Are there any questions on any of the items in the Personnel Packet? There are several that I am requesting a vote on today, since we couldn't take a vote last week. Those are items #4, #5, #6, #8, #11, #12 through #18 and #22.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items #4, #5, #6, #8, #11, #12 through #18 and #22 of the Personnel Packet.

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

PURCHASE ORDERS

Mr. Baratucci: Last week we didn't have a vote. I've updated that Packet from last week. The one that you got yesterday includes all of last week's plus some new ones. We are still in that situation of trying to get some of our beginning of the year POs approved. If you could approve the Packet that you have today, next week there will probably be a few more, which will be a regular meeting to vote and then we should be back on track for our normal two week process. This includes all the items that would have been approved last week plus some that have come in since then that also are beginning of the year items. There were a few that showed over-budget. They have all been corrected. They were minor ones and have been corrected by Mike Yohe.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve the Purchase Order Packet.

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

TRAINING PACKET

Mr. Saylor: I would request a vote on Items #5 and #6.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Items #5 and #6 of the Training Packet.

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

SOLICITOR’S REPORT – WILLIAM TULLY, ESQ.

Mr. Tully: All the matters requiring a vote today have been reviewed. I’m happy to answer any questions you might have. (There was none.)

ITEMS FOR DISCUSSION

- A. Submission of the 2010 Act 44 Tax Fund Report to PennDOT. (*****A Vote is Requested 1/26/11*****)
- B. Submission of the 2010 Dauphin County Liquid Fuels Tax Fund Report to PennDOT. (*****A Vote is Requested 1/26/11*****)
- C. Appointment of the following to the Capital Resource Conservation & Development Board: Sarah (Sally) Moffitt Zaino (Member-at-Large position) – term expires March 2014 and Mike Hubler (Alternate position) – term expires March 2012. (*****A Vote is Requested 1/26/11*****)
- D. General Release of all Claims re: Singer v. Dauphin County. (*****A Vote is Requested 1/26/11*****)
- E. Memorandum of Understanding (MOU) between the County of Dauphin and the Township of Derry allocating and providing for payment of the costs for the relocation of Dauphin County Bridge No. 122 and the Relocation of Hanover Street. This MOU modifies the MOU approved by the Board of Commissioners on 2/17/2010. (*****A Vote is Requested 1/26/11*****)

Mr. Haste: We have Items for Discussion and Items A through E are requesting a vote. Are there any questions on any of those items? (There was none.)

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through E, listed above under Items for Discussion.

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

MATTERS REQUIRING BOARD ACTION

Mr. Haste: We have Matters Requiring Board Action, Items A through Z.

- A. Training Packet.
- B. Appointment of Adam Rabenold to the Ag Land Preservation Board. Mr. Rabenold will be filling an unexpired term, which will expire December 31, 2011.
- C. Appointment of Dan Tunnell to the Tri-County Regional Planning Commission. Mr. Tunnell will be filling an unexpired term, which will expire December 31, 2011.

- D. Appointment of Josh First to the Dauphin County Planning Commission – term expires December 31, 2014.
- E. Satisfaction Pieces for:
 - 1. Carol S. Berkich on the property located at 286 Broad Street, Highspire, PA 17034 (\$2,441.00).
 - 2. Mark T. Whitaker and Daphne R. Whitaker on the property located at 2010 Market Street Extension, Middletown, PA 17057 (\$3,214.00).
- F. Subordination Agreement for Jewel M. Vargas on the property located at 1526 N. 5th Street, Harrisburg, PA 17102.
- G. Purchase of Service Agreement for 2011 between Dauphin County and Illusion Maker for recycling education instruction in Dauphin County School Districts: Harrisburg – Foose Elementary; Upper Dauphin – Upper Dauphin Elementary; Halifax Area – Enders-Fisherville Elementary; Lower Dauphin – East Hanover Elementary and Steelton-Highspire – Steelton-Highspire Elementary.
- H. Maintenance Agreement between Dauphin County and G.R. Sponaugle for mechanical HVAC services for the Administration Building for the period 1/1/2011 – 12/31/2013.
- I. Purchase of Service Agreement between Dauphin County and Cintas for facility service product rentals.
- J. Maintenance Agreement Renewal (No. C0059) between Dauphin County and Intercon Automation, Inc. for the Dauphin County Administration Building for the period 1/1/2011 – 12/31/2011.
- K. Memorandum of Agreement between Dauphin County for the South Central Task Force and the Lancaster County Public Safety Training Center (LCPSTC) for support services for the regional planning, training and exercise program for the period 1/1/2011 – 7/31/2013.
- L. Purchase of Service Agreements between Drug and Alcohol and:
 - 1. Pennsylvania Recovery Organizations Alliance, Inc. – Contract #1
 - 2. Pennsylvania Recovery Organizations Alliance, Inc. – Contract #2
- M. 2011 Promulgation for the Dauphin County Radiological Emergency Response Plan.
- N. Agent and Depository Agreement between Dauphin County, Dauphin County Treasurer, Julie Ann Wilt, Tax Collector, Lower Swatara Township. The County and Treasurer agree to accept appointment to receive and collect real estate taxes for the period 1/1/2011 – 1/2/2012.
- O. Agreement between Dauphin County and Cornell Abraxas-South Mountain for Juvenile Detention Services.
- P. Approval of Environmental Covenants with PA DEP for remediated land at 5415 Front Street and Payment of \$500 Review Fee.
- Q. Contract for the Weatherization Assistance Program (WRAP) between Dauphin County Weatherization and PPL for the period 1/1/2011 – 12/31/2015.

- R. Repository Bids received from Robert G. Beck, Rogue Enterprises, LLC for property #02-048-006, 1511 Berryhill Street - \$300 and property #09-25-038, 1718 Carnation Street - \$300.
- S. Professional Services Contract between Dauphin County and Harry Bricker, Esq. for the provision of legal services for the Bureau of Child Support Enforcement for Domestic Relations for the period 10/1/2010 – 11/30/2010.
- T. Professional Services Contract between Dauphin County and Jennifer Bush Archer, Esq. as Solicitor for Domestic Relations for the period 10/1/2010 – 9/30/2015.
- U. Certification of County Funds for 2011 Program Year between Dauphin County and the Pennsylvania Department of Agriculture certifying the County match for easement purchases for farmland preservation.
- V. Purchase of Service Per Diem Rates between Children & Youth and Retiki's Open Arms Child Care (Jamila Samuels – Child Specific Contract).
- W. Partial Refund of 2008, 2009 and 2010 Real Estate Taxes – DBOB Lingstor, LP C/O OB Companies – Parcel #35-015-004 – \$11,015.96.
- X. Appointment of Bill Kohl to the Dauphin County General Authority. Mr. Kohl will be filling an unexpired term, which will expire the 1st Monday in January, 2013.
- Y. Resolution #4-2011 approving the Keystone Human Services Project for a RACP grant. (This modifies Resolution #3-2011 which was approved on 1/12/11.)
- Z. Purchase of Service Agreement between Dauphin County and Cintas for uniform rentals for the period 1/1/2011 – 12/31/2011.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Items A through Z, listed above under Matters Requiring Board Action.

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

CHIEF CLERK'S REPORT – CHAD SAYLOR

Mr. Saylor: Commissioners, I attended an Airport Authority meeting this morning. The Airport is doing very well. Things seem to be turning around. The parking garage was noticeably more full than normal and revenues are coming in well. So, things seem to be moving very well for the Airport. Other than that, unless there are questions of me, that is all I have. (There was none.)

COMMISSIONERS' COMMENTS

Mr. Pries: I would just like to say that we had public discourse today. We heard presentations from EMA on the Radiological Emergency Response Plan, City dispatch, as well as your request for positions. This is a democratic process and we each had an opportunity to speak out. We voted and made a decision and we move on from here as

a united team representing the residents of the County. We may not always agree, but we voted.

Mr. Haste: I welcome you to that discussion. We've had many in the past and we'll have many more.

Mr. Hartwick: That is actually an indication of how this Board does operate in having the dialogue out in public is a good and necessary part of the process.

CORRESPONDENCE

Mr. Haste: We have correspondence listed on the Agenda, Items A through F, which will be handled by the staff appropriately.

I would just like to remind the Board that we do have Retirement Board. We will go into the Retirement Board at 11:15 a.m.

PUBLIC PARTICIPATION

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

ADJOURNMENT

There being no further business, it was moved by Mr. Hartwick and seconded by Mr. Pries that the Board adjourn.

Respectfully submitted,

Chad Saylor, Chief Clerk

Transcribed by: Richie-Ann Martz