



DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

APRIL 6, 2011
10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Laura E. Evans, Esq., Chief Clerk; Marie E. Rebeck, Controller; Janis Creason, Treasurer; William Tully, Esq., Solicitor; August Memmi, Director of Community & Economic Development; Joe Cardinale, Esq., Solicitor's Office; Randy Baratucci, Director of Purchasing; Brad Winnick, Esq., Chief Public Defender; Dave Schreiber, Human Resources; Melissa Bradley, Human Resources; J. Scott Burford, Deputy Chief Clerk; Fred Lighty, Esq., Human Services Director's Office; Edgar Cohen, Director of Facilities Maintenance; Steve Suknaic, Chief Juvenile Probation Officer; Dan Eisenhauer, Director of MH/ID; Amy Richards, Commissioners' Office; Leila Brown, Solicitor's Office; Kay Lingle, Human Resources; Steve Howe, Director of Tax Assessment; Brenda Hoffer, Commissioners' Office; Abby Gabner, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Jim Roxbury, George Payne, Joe Lahr, WHTM 27 and WGAL

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:09 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 a series of meeting minutes that 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. August Memmi, Director of Community & Economic Development Edgar Cohen, Director of Facilities Maintenance

1. Veterans Memorial Office Building – Capital Upgrades

Mr. Memmi: On behalf of the Industrial Development Authority Board, I want to thank you for giving us the opportunity to give you an update on the Veterans Building. As you know in 2005, the Industrial Development Authority obtained the building and over the last six years we've had some ups and downs, but overall the building has significantly improved. We wanted to bring you up to speed on that and answer any questions that you may have as we move forward. Mr. Cohen put the presentation together.

Mr. Cohen: The building was built in 1920. Since then it had some façade rework done. It is approximately 5,000 square feet per floor. We had some electrical upgrades done to the building. We updated all the existing T12 fluorescent lamps to the T8 super saver lamps. Also we replaced all the existing magnetic ballasts to the high efficiency ballasts. We re-lamped the existing 4' lamps with a new higher efficiency lamp. We also re-lamped all existing incandescent fixtures with compact fluorescent fixtures. We replaced the existing incandescent or compact fluorescent exit signs with new LED fixtures. They are a lot brighter and illuminate well. Over the course of time we installed occupancy sensors in the offices, store rooms, conference rooms and restrooms. Basically we identified the rooms that consumed a lot of hours and installed these energy saving devices.

With the HVAC system, the equipment and controls, they consist of 120 water source heat pumps. They are scattered throughout the building itself. Each of them has a moisture detector and also a drip pan that is installed underneath them. We installed new isolation valves on the supply and return side of each heat pump. That was pretty critical, because the old isolation valves were basically up where nobody could get to them. We installed new sensors for the controls for the heating systems in the offices, hallways and conference rooms. We installed new controls for the main heat exchanger. We also installed new controls for the fresh air make-up. As you know it is important to have fresh air into the building. Before then our controls were not up-to-date. Now, they are all up-to-date. We installed new controls for the cooling tower, flat plate heating exchangers and main loop pumps. The main loop it was Schedule 40 pipe. As you know temperature wise glue starts to melt at a higher temperature and this pipe was becoming brittle. We installed a Schedule 40 black iron pipe that basically ran up through the building. So, now we have new 2.5" Schedule black pipe. Along with that each floor has an isolation of valves. Basically they are automatic so we can hit them by the computer or actually go to the hallway and turn them off manually.

We installed a WebCTRL system which monitors the operation of the entire HVAC system. Each floor has a floor plan so it is easy to navigate through the system itself. The WebCTRL also alerts back to security at the Admin Building 24/7 and also it alerts Facilities Maintenance that is on staff here.

The plumbing upgrades, we installed the automatic flush valves on the toilets and urinals. We installed automatic faucets that turn on and off. A new fire alarm panel was installed.

The other upgrades that we have done included the renovation of the first floor lobby with new lighting and ceramic tile flooring.

We had some suite configurations and upgrades. On the 8th Floor there is one tenant, Dilworth Paxson and it is 100% occupied. On the 7th Floor there are three tenants and I'm happy to say that floor is 100% occupied. We did some painting, put new carpet and flooring in. On the 6th Floor we have two tenants and it is 30% occupied. We did some painting and some carpet replacement for this area. On the 5th Floor there is one tenant and it is 100% occupied. We did some renovations such as painting, carpet and flooring. On the 4th Floor there are three tenants and it is 40% occupied. We did some cosmetic work – some painting and carpet replacement. On the 3rd Floor it is 100% occupied. That is with Graystone Bank. We did some painting and carpet replacement. On the 2nd Floor, it is 100% occupied by Tri-County Regional Planning Commission. We did some upgrades such as painting and carpet replacement. On the 1st Floor it is 100% occupied by Graystone Bank. We did some painting and carpet and flooring replacement.

That basically completes the presentation for the upgrades for the Veterans Memorial Building. If you have any questions, I know Skip had one more thing to add that we are currently working on and I'll let Skip fill you in.

Mr. Memmi: As you can see we have done a lot of systems upgrades and improved the tenancy. I think we are at about 85% occupied. The next big item is going to be the elevators. The IDA Board has directed me and staff to hire a consultant to come in and evaluate the elevators and put proposals together so we can put it on the street for bidding purposes. If the numbers come back and they are within budget it is the intent to rehabilitate the elevators completely within the next six to eight months. It probably is going to range around \$300,000. At that point in time I think, with these upgrades, we'll have improved elevators. We currently have one set of only two left in the State of Pennsylvania that use the direct current powering source.

Mr. Haste: They still have the batteries.

Mr. Memmi: Yes, they still have the batteries. Flooding, Edgar and I hope to sleep at night where we are not waiting for a phone call for another event. It will automatically detect any leak within the system and should protect us from ever having to go through what that building went through three years ago. If you have any questions I'll be glad to answer them.

Mr. Haste: Is it a positive cash flow?

Mr. Memmi: Positive cash flow. We have no problem making our debt service and putting aside monies for capital improvements such as the elevators.

Mr. Hartwick: The whole ESCO projects that we did are also available to authorities so they are able to take a look at energy efficiencies. Was that something that was considered as you went through making these renovations? We could have future savings rather than just outlaying capital.

Mr. Cohen: The Veterans Building did have some work done through the ESCO project – the electric part of it.

Mr. Hartwick: Was that covered under the County's portion or did the IDA do that? Explain to me how that worked.

Mr. Cohen: As in how the money flowed, I'm not sure about that. I know it was grouped in the ESCO project itself.

Mr. Burford: There were a number of facilities within the County that were covered by the ESCO project. We did reach out to the IDA to incorporate some programs, some retrofits, and the electric system in the Veterans Building. We also made available the opportunity for the Dauphin County General Authority to participate as well with the Chestnut Street property and also the Human Services Building.

Mr. Hartwick: It was included in the overall analysis and grouped into one piece.

Mr. Burford: It was.

Mr. Hartwick: We did a significant number of upgrades to the building; it would be nice to see the idea with the Veterans Building and try to return some positive cash flow to the County to offset some of the real estate reliance on real estate taxes. I know we had some flooding and the building upgrades, the margins probably have gotten shorter, but it would be nice to see where your cash flow analysis would be and we have to make those investments for the long term to be able to have a sustainable building. You had to make those investments. If we could see what investments were made versus what revenues are being generated, I would like to see that evaluation.

Mr. Memmi: We'll get that prepared for you.

B. George Payne, YWCA

1. Memorandum of Understanding – Harrisburg School District – Services, Training, Education and Policies (STEP) to reduce Sexual Assault, Domestic Violence, Dating Violence, and Stalking in Secondary Schools *A VOTE IS REQUESTED 04/06/11*****

Mr. Payne: I'm George Payne and I'm the Vice President of Programs at the YWCA. What I'm bringing before you is a Memorandum of Understanding. At the end of February the U.S. Department of Justice Office on Violence Against Women released a RFP to provide services, training, education and policies called STEP to effect and reduce domestic violence, sexual assault, dating violence and stalking in secondary schools. This is a proposal that will involve the partnership of the Harrisburg School District, the YWCA as the domestic violence and sexual assault victim service provider and JPO. It requires a court or law enforcement participation in this proposal. It is a 3-year proposal for \$550,000. It requires a MOU from all participating parties.

Mr. Haste: It is my understanding that it is due today.

Mr. Payne: Yes.

Mr. Haste: I've read through it and I fully support it. Bill, did the Solicitor's Office review it?

Mr. Tully: Yes, there was one change to the language and that was incorporated into the MOU. We are ready to go.

Mr. Hartwick: This is another way that we are partnering with the Harrisburg School District in providing significant support and addressing these issues. We've got a huge amount of money that we have spent in attempting to resolve some of those significant issues. I want to thank George for his work in Northern Dauphin County in being able to, not only partner with our Northern Dauphin Human Services Center, but also to find an unused bed and breakfast or a lightly used bed and breakfast to transition to a

battered women's shelter in Northern Dauphin County. That stemmed out of one of our town hall meetings that we had. Support groups were developed. We are now going to be able to provide a safe haven for women north of Peters Mountain who have issues with travel difficulties and other issues. I wanted to commend you for your initiative. That is a vital resource for families in the northern end.

Mr. Pries: I am fully in support of this worthwhile program.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Memorandum of Understanding with the Harrisburg School District for services, training, education and policies (STEP) to reduce sexual assault, domestic violence, dating violence and stalking in secondary schools.

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

C. Dauphin County Commissioners

- 1. Proclamation – National County Government Month**
- 2. NACo Prescription Drug Card Program**

Mr. Pries read the following Proclamation:

Office of County Commissioner
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners are honored to join counties across the state and around the nation, along with the 40 municipalities that make up Dauphin County, in recognizing April 2011 as National County Government Month;

Whereas, the National Association of Counties first celebrated National County Government Week in 1991 to raise awareness and understanding about the roles and responsibilities of the nation's counties;

Whereas, the nation's 3,068 counties provide a variety of essential public services to communities, serving more than 300 million Americans;

Whereas, in Dauphin County, we take seriously our responsibility to protect and enhance the health, welfare and safety of our residents in sensible and cost-effective ways;

Whereas, Dauphin County is working to chart a new course for resilient and cost-effective county government that can meet the challenges of a diverse and changing population;

Therefore, we join the 256,000 residents of Dauphin County in honoring the conscientious and committed employees and volunteers that make our county run so efficiently each and every day; this capital county is consistently ranked as one of the best places to live thanks to its devoted employees, community volunteers and friends; and in grateful recognition thereof, we do hereby proclaim April 2011 to be "National County Government Month" in Dauphin County.

Mr. Haste: Along with the Proclamation, we are making the announcement of the prescription card that we are going to be rolling out for residents of Dauphin County. This is a program that is made available through the National Association of Counties (NACo), of which Dauphin County is a member. This prescription card is a nationwide prescription card. Over 60,000 pharmacies across the nation use this. This is something that can be used even if someone is traveling outside of our community. It is a card to assist those who are uninsured or underinsured. This card can be presented at approximately 60 participating pharmacies. It is a card that can be presented when your insurance does not cover a particular prescription. The average savings they say nationwide is 22%. We had a limited number of folks that have used it and we've seen a savings of over 25%, with some as high as the high 30s. It really depends upon the particular prescription. It is a card that is good for the entire family. This is something that we are going to roll out. We will have it at key County offices, pharmacies and doctors' offices. As staff goes out and gets this distributed over the next couple of weeks, I believe in a month, Amy will send out an updated press release to let folks know where they are. I can tell you, I believe it was two weeks ago, I told some folks from PrimeCare about this card that we were going to roll out. They wanted to get them and use them right away. They are being used at our Work Release Center. Again where there are a number of folks who come in there and part of their reentry program is to make sure that they take their meds and they stay on it. There has always been a difficulty with them doing so. PrimeCare has been active in signing these people up and they've seen a huge success in it in just a short period of time. In fact, the individual from PrimeCare, who had those happened to be in a doctor's office and was discussing it with some folks there and in about ten minutes time he gave 10 or 15 cards away in a family doctor's office. I think the need is there and the demand is there. This program is in conjunction with NACo and CVS. CVS stepped forward and they are the administrators of this program. It is just a benefit to those members of NACo across the nation. I think it is a huge thing that we can do for our community. I can't think of a better time to roll it out then on County Government Month to let folks to know that this is one of those unsung things that we do for many of our residents every single day.

Mr. Hartwick: It is the advantage of being fully engaged in both our national and state organizations, it is a value added benefit. It also applies to pet prescriptions. It is not just for family members, but for those of us who have pets as family members there may be some advantages to discounts as well. We've seen a larger uninsured or underinsured population due to our economic times. It is not easy out there. The ability to provide additional savings for necessary medication is a value added benefit. I endorse the card.

Mr. Haste: There is no age or income limitation on this. It is just whether you have insurance or not. If you are uninsured or underinsured no matter what your status is it is available to you.

HUMAN RESOURCES

Ms. Lengle: Do you have any questions on any of the items in the Salary Board listing?

Mr. Hartwick: I tried to call over to the District Attorney's Office about 1, 2 and 3. Were they budgeted for this past year? I know there are some issues with the CJAB dollars and the Department of Justice dollars that are running out on some of these grants, which are now going to have to be assumed by county funding. I just want to be sure that those three positions were in fact budgeted.

Ms. Lengle: I can't answer that.

Mr. Haste: By next week I'll have an answer. I will check with Mike to make sure.

Mr. Hartwick: I didn't receive an answer. I called this morning.

Ms. Lengle: It is possible that the third one that grant-in-aid will be renewed, but one and two will not be. I can tell you that much.

Mr. Haste: I'll talk with our budget office and will let you know.

Mr. Pries: I might suggest in the future that when we have these come before us that we find out from the department heads in advance.

Mr. Haste: They are to mark on their packet whether it is or not, but we need to verify that.

Mr. Hartwick: I actually read through the position descriptions, but it didn't say whether it was budgeted.

Mr. Pries: We were very emphatic during the budget hearings that we need to know.

Ms. Lengle: Are there any questions in the Personnel Packet? (There was none.)

Mr. Hartwick: Mr. Slade retired?

Mr. Pries: Yes, April 1. I thought it was a joke at first, April Fool's Day.

Mr. Hartwick: Is there any way that we can reach out to him and do some sort of honor or recognition for him? He is a good man.

Mr. Pries: Sure. The Safety & Security Department had a little event for him. I think we as Commissioners should do that as well.

PURCHASE ORDERS

Mr. Baratucci: There are a couple small budget adjustments that need to be made. Unless you have any questions it will be moved to next week for your approval. (There was none.)

TRAINING PACKET

Mr. Haste: Is there anything in the Training Packet?

Ms. Evans: There are none.

ITEMS FOR DISCUSSION

- A. Resolution #11-2011 renaming the Mental Health/Mental Retardation Program to the Mental Health/Intellectual Disabilities Program. *****A VOTE IS REQUESTED 04/06/11*****
- B. Amended Agreement between Dauphin County and Susquehanna Group Advisors, Inc. for Finance and Swap Advisory Services. *****A VOTE IS REQUESTED 04/06/11*****
- C. Letter to PEMA regarding the appointment of Stephen B. Libhart as the Emergency Management Coordinator for the County of Dauphin.
- D. Appointment of Bridget Glunz-Wenner to the MH/ID Advisory Board. Term expires December 31, 2013.
- E. Appointment of Rev. Dr. Charles R. Meile, Jr. to the Schaffner Youth Advisory Board. Term expires December 31, 2013.

Mr. Haste: We have Items for Discussion, Items A and B that need to be voted on today. As we discussed in the past, the name change. B is a request by Susquehanna Group Advisors, because of GASB there are some additional things they need to do that were not reflected in their contract. This is an amendment to the contract.

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

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

SOLICITOR'S REPORT – WILLIAM TULLY, ESQ.

Mr. Tully: I have no changes to the revised draft Report. If you have any questions I would be happy to address them. (There was none.)

CHIEF CLERK'S REPORT – LAURA E. EVANS, ESQ.

Ms. Evans: In addition to it being National Government Month, the County is also kicking off Child Abuse Prevention Month tomorrow to raise awareness about child

abuse and to educate the community and parents about the resources that are available to them and to encourage the reporting of suspected cases of abuse. The kick-off event will be held at Strawberry Square tomorrow at 11:30. Donations will be collected for the Pinnacle Health Children's Resource Center program.

COMMISSIONERS' COMMENTS

Mr. Hartwick: Yesterday at the State Capitol we had an opportunity to talk and discuss the idea of the impacts on county human services budgets. I'm happy to say that actually one of our own, State Representative Sue Helm, will be introducing Resolution #177. I'm going to be meeting with the Human Services Committee of the State House, as well as the Budget & Policy Committee to discuss county human service mandate relief and the ability to gain mandate waivers and alterations that are going to enable us to have much more flexibility internally and also to discuss the idea of the HSDF being used internally as a way for us to house any unspent dollars to be able to reallocate towards the county's highest and most important needs. It is something that we are on top of and hopefully are going to guide some of the policy on. We have been asking for this for a couple of years.

Mr. Pries: I would like to report that we have been, on a weekly basis, meeting with the City in negotiations and discussions for the transition of the police dispatch center. They are ongoing. We are working towards an end of June transition date.

Mr. Haste: Prior to today's Commissioners' Workshop Meeting we did have a Public Hearing on the proposed new Subdivision and Land Development Ordinance for the County. This will affect the municipalities of Berrysburg Borough, Elizabethville Borough, Jefferson Township, Millersburg Borough, Rush Township, Williamstown Borough and Williams Township.

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 at this time? (There was none.)

ADJOURNMENT

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

Respectfully submitted,

Laura E. Evans, Esq.
Chief Clerk

Transcribed by: Richie-Ann Martz