



DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

AUGUST 27, 2008
10:00 A.M.

MEMBERS PRESENT

Jeff Haste, Chairman
Dominic D. DiFrancesco, II, Vice Chairman
George P. Hartwick, III, Secretary

STAFF PRESENT

J. Scott Burford, Deputy Chief Clerk; Marie E. Rebeck, Controller; Janis Creason, Treasurer; Gary Serhan, Deputy Controller; William Tully, Esq., Solicitor; Leila Brown, Solicitor's Office; Randy Baratucci, Director of Purchasing; Carolyn Thompson, Court Administrator; Fred Lighty, Esq., Human Services Director's Office; Peter Vriens, Director of Human Services; Kay Lingle, Personnel; Edgar Cohen, Director of Facilities Maintenance; Dave Schreiber, Personnel; Melissa Wion, Personnel; Amy Richards, Commissioners' Office; Jena Wolgemuth, Commissioners' Office; Brenda Hoffer, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Garry Lenton, Robert H. Long, Jr., Esq., Paul Zeigler, Esq., Stephen Hetrick, Jonathan Reichel, Jennifer Sultzaberger; Charles Thomas, III and Patricia Wagner

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 four sets of meeting minutes that will be taken 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. Paul Zeigler, Esq., Director, Central PA Energy Consortium

1. Update on CPEC

Mr. Zeigler: My name is Paul Zeigler and I'm the Executive Director of the Central PA Energy Consortium, which you are a member. I understand I have about 10 minutes so I can nowhere cover this topic in 10 minutes other than to give you a brief summary of the three programs that we have up and running. It is now 11 years that we have been in existence. You probably recall that you were a founding member of the Consortium back in 1997.

The Consortium's programs are electricity, natural gas and fossil fuels. You have participated in fossil fuels for the last 8 to 10 years in that program. Natural gas is a program that has been up and running almost as long. We have now 20 plus members participating in natural gas. That program has seen, with the exception of the corridor where Katrina occurred, between 15% and 18% savings in commodity. The unique part of our program with natural gas is that you know exactly what it costs you to be in the program. You know exactly where you are at the end of each quarter in terms of a historical look back at your costs and your actual costs per commodity as compared to UGI's tariff price at that time. Then at the end of the year there is a report to show you exactly what your benefit was by being in that program. We are very proud of that print transparency. That doesn't occur with all natural gas programs.

The electricity program was in existence in the beginning. In fact, the Consortium came into existence because of electric de-regulation in 1997. We had the successful 4 ½ years with that program, the last contract being in 2000/2001 with First Energy of Ohio. Well over 1.5 billion KW of power was purchased through that program. This County participated to a significant degree. We all saw significant savings, however, the market

went away in June of 2007 and it hasn't been back since. We believe that the recaps of course will come off in the next year and a half and with that we will see pricing increases in the 50% to 60% range in our opinion. I say to you, I'm not going to sit here and say that the electric prices will stay where they are now, but we believe that with the approach that we use we will see a softening of that to the range of 20% to 25% increases, which we believe will be significantly less than what you would normally see in the market in that timeframe. The approach is basically an aggregation of electric demand. We have an electric consultant. Richards Energy out of Landisville, PA has been doing this process for profit companies for probably the last 10 years as well aggregating in the PP&L territory. They are the ones that will be handling the actual aggregation. They also analyze accounts and provided savings to Cumberland County, for example, and other entities. By the way, the natural gas program has a rather large company out of Fairfax, Virginia that provides the same kind of energy services for Alcoa and other entities. We have been able to utilize them for the past 8 years and achieved the savings, through their expertise, at a significantly reduced rate.

That is the down and dirty short scenario. You are a member of the Consortium. If you have any questions, I'll be happy to answer them.

The natural gas program runs in a contract November 1 through October 30. We are at the position now of going out for RFPs for suppliers for that contract. Currently we are at 720 to 725 per mcf rate, which is a very favorable rate for the market at this point. We will use that same philosophy and strategy going forward for contracts that start November 1. We are right now at about three-quarters of a million mcf in that program and it continues to grow. We don't have a big advertising budget, because we try to keep our costs to an absolute minimum so that the savings goes to the membership. It, by the way, is a nonprofit corporation, administered as you know you are on the board. You know that you have direct control of the costs in the budget. The budget is an open issue. We now have a website where all this information can be viewed. That is the essence. If you are interested in natural gas this would be the time to look at that. We would need to see your accounts, 12 months data for each account above 2500 mcf per account per year. We will tell you whether you participate in the program as to that particular account you would see benefit after costs. If it was clear that you were not going to see benefit, we would tell you don't come into that program with that account. That is not going to cost you anything. You know exactly whether there is an account that has the potential, based on history, to say or not and then make a decision at that point. There is no cost to you for any of that.

Mr. Hartwick: You are going to be working closely with some of the things that you discussed with whoever is going to be selected to run the energy efficiency program and talk about what may be the best strategy for the best cost in value and is environmentally conscious for the County as it relates to negotiating these costs.

Mr. Haste: I would think they would have to look at this.

Mr. Hartwick: Your purpose for being here today is informational or are you asking us for anything specific?

Mr. Zeigler: I was lead to believe that you wanted an update on what the program is doing, the three programs and I wanted to specifically let you know that the natural gas program is at the point where if a decision is intended to be made it should be made very soon. At least I would think you would want to be able to determine whether a review of those accounts warrant going forward or not. It is a pretty inexpensive way of finding out whether there is a program that could benefit you beyond what you are being benefited now.

Mr. Hartwick: What are you hearing regarding the electric rates? Are you going to be active in trying to lobby for a phase in?

Mr. Zeigler: We have not taken a position specifically as a lobbying group. The Consortium felt that was not where our strength was at this point. Although I show a list with close to 150 active members, there are actually 370 members who have paid to be in this program and are not participating perhaps because they are not able to. This would put our volume at a level where we can, I believe, convince legislators that we have a need to advance programs that really benefit. Lobbying, quite frankly, hasn't been our key focus. Our key focus was and is to build a credible customer-based program that attracts vendors, which it has, and keep that credibility going. If we do that the rest of it will come to pass.

Mr. Haste: I've heard very good things.

B. Stephen Hetrick, CIMC, AIF, Retirement Collaborative LLC

1. Deferred Comp Investment Plan

Mr. Hetrick: I'm Stephen Hetrick of Retirement Collaborative. As you know we are the investment advisor for the Deferred Compensation Plan. As part of our ongoing due diligence we have been monitoring the investments in the Plan. One of the investments, the Hodkiss and Wiley Large Cap Value Fund A has been on the watch list and we are recommending that it be replaced. They have been on the watch list since the beginning of 2007. We gave them a little bit more lenience, because they have had a really good track record. I was disappointed to see that they couldn't pull it out in this last quarter with their performance. They made some investments in homebuilders and that hurt them last year. That continued to hurt them into this year. As part of the due diligence process, we recommended that the Voluntary Employee Benefits Committee review the manager's search that we prepared. The manager's search is in accordance with the Investment Policy Statement. We found that the Eaton Vance Large Cap Value Fund A was the best fit. There were nine different mutual funds that made the manager's search criteria. Eaton Vance had the highest performance and also the lowest cost. Its expense ratio is 1% and with the revenue sharing that is being paid

back into the plan, it goes down to .5%. So, it is a very favorable expense ratio for the above average performance relative to its peer group and benchmark.

The Voluntary Employee Benefits Committee and our recommendation is that the Hodgkiss and Wiley Large Cap Value Fund A be replaced with the Eaton Vance Large Cap Value Fund A and that you approve that recommendation. If you do approve it, there will be a notice sent out to the participants. After 30 days the Fund can be replaced. So, we are looking at sometime in October that this would take place. The participants would be notified via a check stuffer that would go out and also information would be available on the Intranet site. I can go into a whole lot more detail if you would like. If you have any questions, I could answer those now.

Mr. Hartwick: Are we taking action next week?

Mr. Hetrick: Yes.

Mr. Haste: Have you run this through the Benefits Committee?

Mr. Hetrick: Yes.

Mr. Haste: And they concur?

Mr. Hetrick: Yes, they did approve that. We bring this to you for approval.

**C. Jonathan Reichel, Herbert, Rowland & Grubic
Carolyn Thompson, Court Administrator**

Ms. Thompson: I'm here with Jon Reichel of HRG. As you all are aware we have been facing a situation with Judge Shugars' Office in which the air quality was questionable and people were reporting instances of illness. The office has been vacated for a couple of months now and we have been undergoing extensive investigations as to possible causes. Jon from HRG has been the primary person working on this with Britt Klouser from Court Admin. We think we have come to probably the root causes of this and we have a remediation plan. Mr. Reichel would like to summarize the remediation plan for you today and answer any questions and hopefully get the okay so we can get these people back into their office.

Mr. DiFrancesco: I think it is very important, in looking over this, that we get some sense of confidence that we have in fact found the core problem. I know we did a lot of testing. We thought we had it resolved with one issue that we spent money on to correct. That turned out to not be the case. We need to have some sense of confidence that we are not just going through motions again to do something. Can you tell us, through the testing, why we think this is the right problem?

Mr. Reichel: This issue has been a mysterious and insidious one. I guess I'm not an engineer; I'm a registered geologist with the Commonwealth of Pennsylvania. I'm a

scientist less than an engineer. This project frankly some of the fun for me has been a combination of House and CSI in that this has not been an obvious, there has not been literally a smoking gun an obvious problem for most cases. We have been addressing things and I feel that your exact question, particularly from Judge Shugars with what we are doing. I think we do have that confidence now and hopefully I can share that with you. I did not plan to talk too much in the technical aspect, because that could be time consuming. The costs here are probably the major concern for you today. I will explain some of the things that we have found.

Mr. DiFrancesco: There has been so much testing done.

Mr. Haste: Isn't there a similar problem on another business on Linglestown Road, is that correct?

Mr. Reichel: I'm not aware of that.

Mr. Haste: I was told that they were similar and that you guys were doing both.

Mr. Reichel: I have only been on this project for about 30 days, but I can explain to you some of the things that I found.

One of the striking things about this site when you visit it is that it is significantly cut into a hillside of shale. There is about a 15 foot retaining wall, less than 8 feet outside the back corner of this building. As a geologist/hydrologist immediately that raised questions to me of more often ground water. Runoff from ground water would be too obvious a seasonal problem that would be encountered in this building since there is a large funnel shape on the ground behind the building that would force water up against the back of the building. Also, the shale in this area it actually sits, if you are looking at the building, it is running east and west in front of you so that would prevent ground water from draining away easily. I did do some research on some of the seasonal rainfall and groundwater occurrences in the County. In fact, looking at very generic USGS data you can see that the original complaints started back in April coincide very nicely with what most people would call was a fairly wetter than usual spring. One thing that I also noted was after the building had been vacated and worked on and then reoccupied there is also an instance measured by USGS where groundwater reached a much higher than normal level. You start off with two natural cases where water is either impacting the building seasonally or on a local basis from rainwater plus the groundwater is another issue. The reason that is a problem is we did find a little bit of a smoking gun the other day. The way the building is constructed. It is a slab on construction and there are four designed expansion joints for the building. An expansion joint technically should have some sort of filler or a material through the joint and the concrete is poured on either side of that. That is not the way this building was constructed. This building was saw cut along those joints making them technically, and I just said I wasn't an engineer, but making them technically controlled joints so what happened is that slab cured and shrunk it indeed cracked along those control joints. Well, there is no seal on those joints. In fact, the way the building is constructed, many

of the interior walls were designed to line up exactly along those control joints. Then when carpeting installation came along there is a pressure adhesive put down on the ground, probably similar to what is in this room, carpet tiles are placed down and those tiles can then be pulled up and put back down. While that carpet adhesive has been pointed as a major suspect in the source of volatile and irritating fumes in affect acts as a seal. So, it seals the slab. The problem with that application is that material does not go under the walls where these open cracks are. Basically the building is able to breathe through these cracks down into the sub slab portion. With a huge amount of water right underneath the building and soil vapors trying to do their natural migration up through it, there are pathways all through the building that would bring moisture right up through the walls of the building and disburse it throughout the building. One of the things that does is it does not create a spot. You don't see water. You don't see water damage. What we are dealing with is soil vapor. Now, another problem that we discovered recently and we were looking for this and finally found it, not only are there these two outside sources of seasonal water, the HVAC condensation is in fact directed underneath the slab of the building. HRG did some coring in the floors, cut six holes in the floor to look and see what does construction look like? What do these cracks look like? What is the thickness of the slab? Is the vapor barrier there? We found basically muddy shale right underneath the building that has been sitting there for six years and you wonder how a building could not have dried out in six years. As we discovered recently there is a pipe in the mechanical room in this building that is under the building and it may have been installed and I have verified this yet as a potential radon system. A system that would have a network of pipes under the slab so that at some point if radon were identified as a problem they could put a ventilation fan on it and it would draw vapors from underneath the building. Instead what is happening is the condensation was piped into that building and is therefore feeding moisture back under the building. Even in periods of dryness, like now, when you turn on the air conditioner it is removing moisture from the building and putting it right back under the slab. Coming back up through the walls and removing it from there and going right back under the slab. So, I guess if I were to quantify or to make a comment about what people are sensing in this building it would be like working in your basement. You would always have that sense of moisture, the walls a little damp, the floors a little damp, the carpet is a little damp and I think we have seen a couple instances where very minor things like over watering the plant on the surface of the carpeting has caused mold growth on top of the carpet at a very limited area, because the building is generally just damp.

We have four aspects to our expected solution to this problem. The first one is footer drainage installation. For the groundwater issue, if groundwater is moving at the building from the subsurface and if you imagine the slope of a normal hillside and the groundwater typically mirrors that slope. If you cut a sharp cut in there that groundwater is going to be much closer to the surface than anywhere else. So, the first phase of that is footer drain installation, which would be to install a fairly significant footer drain around the back corner of this building, near the retaining walls, and then pipe that to existing storm inlets. We have two proposals on that, which I can talk about in a second.

The next would be roof drainage. Again it is about a 3,000 square foot building. There is a downspout, a single downspout that covers the whole back of the building. About a 57 foot run of gutter that dumps it on the surface; again, putting water right up against the back of the building.

The carpeting inside clearly has been tagged as being one of the worst retainers of these moisture related odors and simply has to go. That was kind of from the start that the carpeting is going. In the process, we decided also that the tile should go. One of the things that would be a benefit of that is once we have the building floor treatments all removed we can inspect the floor to see if there are any other cracks or evidence on the floor that there may be a problem. The footer drain will cut off any future seasonal groundwater or runoff in that there will also be a storm inlet behind the building to catch anything coming down so it won't have to go up against the building and infiltrate or go around.

The task that we added to this, which has often been talked about and has not been on many of the papers that we have submitted to date is basically a sub-slab depressurization system; which for all intents and purposes is identical to a radon system. Instead of the soil vapor underneath the building trying to naturally work its way up into the building you install the depressurization system it is going to cause that air to go down under the slab and be drawn out of the building. Once that is installed it should start providing immediate benefit in that it will be preventing moisture from entering the building on a year round basis. As part of that, we are going to reroute that condensation pipe and run it outside so it will not be adding water to the slab year round. The footer drain and the reconfiguration of the roof drainage will be there to provide a defense against any seasonal or extra heavy rain events.

Those are our proposals. We can look at the cost of those. Does that explanation help you?

Mr. Haste: Good.

Mr. DiFrancesco: That is a great explanation. It all makes sense.

Mr. Haste: I guess there is no way to seal it, because the cracks are in the walls?

Mr. Reichel: We've looked into the walls. They are aluminum studded walls. There is an aluminum tray at the bottom and it is a solid tray. We would have to demo about 50% of the walls in the building. About half of these control joints are covered by a wall. So, you would have to demolish a number of walls to reseal these joints some how.

Mr. Haste: Could we seal the ones that aren't covered by the walls?

Mr. Reichel: Yes, in fact that will happen during the carpet installation. Those will be refilled and sealed. Again, what is going to happen is that pathway that has been

probably the main source of the problem that has always been hard to pinpoint that pathway now is reversed. Once you put that depressurization system underneath that pathway now works the opposite direction.

Mr. Haste: Will there be a fan?

Mr. Reichel: Yes, there will be large volume fan, just like a radon system. So, it will be removing air from the building through that.

Mr. Haste: Will the fan run continuously or is there a trigger?

Mr. Reichel: It will run continuously.

Mr. Haste: Our maintenance will have to make sure it is operating.

Mr. Reichel: The fan will be in the attic, which in this building there is no obvious crawlspace entry so they will need to check that occasionally. Because you are going to utilize an existing hole in the floor that noise of the fan will not affect anybody in the office, but it is something that can be checked by putting your ear to the pipe to see if it is still running up there. The reversal of that so the vapor migration pathway should provide again immediate benefit on a regular basis and as the timing of these pieces go on that should already be in affect before the new carpet starts coming in and these other elements are getting installed.

Mr. Haste: They have been in this building for a number of years and it's funny once the County purchased it this started to happen. Is that just a coincidence? I've talked to the district justice. If it is this bad I'm just curious why this didn't happen a few years ago and why now?

Mr. Reichel: That is an excellent question. I have some thoughts that I would be happy to share with you, but you may recall that 2000/2001 we were basically in a drought. I would say that the subsurface material had the capacity to take this condensation without much of an issue. When you look through the yearly plots of rainfall and what seasonal rainfall was in the spring you will see that we did have an occurrence a few years back of a fairly damp spring, but this spring has been above average. I believe that is why it happened now. Plus, it may be that some of the elements of the building there is a waterproof skirting that was put around the building; those elements are six years old. Perhaps that had some failure points in it. It may be that now the drywall had the moisture in it for so long things are kind of reaching a point where they just...

Mr. Haste: Saturation level.

Mr. Reichel: I believe there is a good technical reason to understand why this was the year for this issue.

Mr. Haste: Lucky us!

Mr. DiFrancesco: You were talking about the fan and listening to the pipe. Are they going to have access to it?

Mr. Reichel: In this building and Edgar probably could better address that, but I think you can move any ceiling tile and move the insulation and go up into the attic. They would be able to access that through the mechanical room, which wouldn't create any upset to people working in the building.

Mr. DiFrancesco: So, if there is a problem with the fan if it would burn out you could get to it and fix it.

Mr. Reichel: Right.

Mr. Cohen: Is there a certain location where the fan has to be?

Mr. Reichel: We were actually looking at locating a single point exhaust system somewhere in the building. I was actually thinking of putting it at some of the points where the greatest complaints have been perhaps or back in the corner where I suspect that the groundwater issue might be the greatest. Also, I was thinking about putting it where I found the most saturated area. All of those would have resulted in somebody having a pipe in their office or having to come back and box and drywall that pipe. As it turns out since we found this pipe in the mechanical room that pipe is going to function as that withdrawal point. So, it will not create any obstructions in the building. It will be sitting right in the mechanical room where you can see it. It will be taking the water back out of right where it was put in under the building, which will be a good approach. We can check and test later to see if that single fan is effective in reaching the whole building through the perimeter. If this really is a whole building system and I have no engineer drawings or anything to really determine that, but if this one point is not effective we could always come back and add another point. As you'll see on some of my comments here those prices for those will basically be the same as the single price that I have on my sheet from the two contractors.

Mr. Cohen: In the back of the building that is where the most moisture is.

Mr. DiFrancesco: Do we have to be concerned at all now of a conflict between the exhaust fan that was just put in to vent the room and now the fan that is going to be supposedly sucking out the subsurface? You mentioned about the reverse draw. If the fan up above is higher than the fan pulling out you are not going to solve the problem.

Mr. Reichel: That is a really good question. Most people tell you it is like with your fireplace. How does the air get in to go up your chimney? It comes in everywhere. It comes in through a lot of places. I don't think that will be an issue, but that is a good question that we will have to look at if the exhaust fan is going to compete with that. We can look into that further.

Mr. Haste: Do you have drawings to this building or you don't have the mechanical drawings?

Mr. Reichel: I was provided a set of drawings, but I do not have a plumbing drawing. I don't have any of the blueprints. I don't know. I thought I was lucky to get the drawings that I had, because they were very useful. I have not seen a plumbing plan. I do have plans that show the footer construction and the layout of the building and they do not include or show a 4-inch perforated PVC pipe for purpose of radon evacuation.

Mr. Haste: So, the pipe that is there is not on the drawings?

Mr. Reichel: I would say no. I have about five or six sheets of mechanical drawings.

Mr. Haste: I would think that if there is a question we ought to get a hold of the prior owner to see if they have other drawings.

Mr. Reichel: I believe Britt has attempted to contact them, but has not had any feedback from them at this point.

Mr. DiFrancesco: I'll follow up on that.

Mr. Hartwick: If the County is ever in a position to take over a building in the future, is there any way that we could have an additional inspection that would prevent this kind of thing from occurring and identification of these issues prior to us taking over the ownership of the building?

Mr. Reichel: That is a really good question. I don't know that a standard building inspection would have cited any of these construction features as being nonstandard or anything else. Again I'm a geologist not an engineer or building inspector. I don't know if that would have helped. To me the biggest, from my point of view, when you call the geologist out he sees the rocks as being the concern. I would say just simply that the whole site gives you this indication that there could be severe drainage issues.

Mr. Haste: And it does. The problem and I have been out to that office numerous times and I talked to Ray. I think you hit the point. It never got to the saturation point. So, if you were to walk through there the assumption was that whatever drainage system they had in there was working. It does look like there should be water gushing off that side.

Mr. Reichel: There does not appear to be any failure of that retaining wall. There are no signs of moisture coming through.

Mr. Haste: So, the assumption would have been if you would have walked through there whatever they did is working.

Mr. Hartwick: My only recommendation would be to add any layer of testing prior to our taking over of a building particularly in light of the expenses that have been incurred as

a result of this. The urgency by which the building is being sought after to be sold and for us to make sure that we are taking every precaution in notifying and seeking out. It may be more expensive upfront to have a geological study done in cases like this. I know you can't prevent everything. It is like the security issue that we talked about today. We can, based upon hindsight, take some additional testing measures before we take over control of any additional site in the future.

Mr. Haste: Let's get to the four tasks. Three of them you have preferred versus lower. I guess my only question is under our bidding requirements how are we able to select the preferred versus being required to take the low? You have very good explanations on why we should go with the preferred. I'm trying to make sure that we can do that.

Mr. Reichel: I think beyond the small comments I made there I think that there are some elements of their bids that were different. The sense of urgency was that we wanted to do this quickly so we did not go back to ask if they could change their bid. We got them quickly and brought them in. Those bidders and it was mentioned in our proposal that we made a comment that the contractors available will be an integral consideration in our selection given the sense of urgency. I think that part of the unseen part of what I have written here for almost all cases is that these contractors obviously responded to us quickly. They returned the bid quickly and they had the most complete and comprehensive information. I can point out some of the actual cost differences or items that were omitted that I think would also help bridge the gap in some of those smaller differences.

For Task 1 and again these first three tasks are organized if you have ever seen the proposal they were written the same way. Footer drain installation, we have two contractors out. We had John W. Gleim, Jr., Inc. and Triax Hauling and Excavating, both of which I work with frequently. I have great confidence in both of them. Britt and I pointed out Gleim as a preferred contractor. Again, two of the elements in his bid particularly we had asked for a storm inlet in the back of the building so it would catch surface runoff and his bid includes 12-inch pipe all the way from the back cut off all the way to the storm inlet. The Triax proposal did not include a box that we asked for in the back, plus they moved that 12-inch down to a 6-inch to convey it to the storm inlet and we weren't sure that we wanted to have a potential reduction point that might plug or become an issue in the future. Those seemed very close and Gleim was preferred. I'm definitely willing to consider any comments you might have on those two.

Mr. Haste: So, what you are saying is Triax didn't really bid on what you asked them to bid on? If the box is missing that is a part of what you asked them to bid on? They chose not to bid.

Mr. Reichel: They omitted that for whatever reason.

Mr. Haste: They didn't give you a quote for what you asked for?

Mr. Reichel: That is essentially correct.

Mr. Haste: Okay, carpet.

Mr. Reichel: The carpet was the big one. We had four contractors. Three of them are trim bids. We had Harrisburg Wall & Floor, Essis & Sons and Whitco. Again all these contracts were very helpful. They are all reputable contractors in the area. They provided a number of different things. One of the items that we wanted to make sure we didn't get caught on this was being caught with extras at the end. If we got a general bid and then we move to other elements so they gave us fairly detailed bids that when you see the attachments you will not see a total number on those, because we were not sure at the onset if we were going to remove carpeting and the tile. We asked them to keep that separate. Harrisburg Wall & Flooring came in as the high bid and also you will see my comments on the right. I had asked that we're not exactly the way that we would ask for them. I added for instance moisture testing that we talked about. We asked for ten of those to be done. Some came back with fewer. Essis and Sons, who I have commented as preferred. They have been the most responsive. They gave us the most accurate bid. They have been to the site a couple of times on short notice to review color samples plus providing technical support on that. Another element of the Essis bid is that we were asked by Judge Shugars, which was kind of a difficult question. He said can you guarantee that all of this glue is going to be out of here? That is a very difficult thing when you have glue applied to a porous concrete floor. In fact, we went and saw a job where they are removing through one phase of scraping and another phase of grinding...

Mr. Haste: Is this the one on Linglestown Road?

Mr. Reichel: No, Colonial Road. If you've seen that it looks like a brand new slab.

Mr. Haste: I was told that and I did stop there.

Mr. Reichel: I can't imagine satisfying that request better. So, we are very happy with his bid. Whitco had a good bid. There were a few things in their bid, even though they were the lowest bidder, they mentioned the charges for removing the bathroom facilities and then they had the wrong number and some other things that were a little off. They didn't have enough of the moisture things and so forth. Essis and Sons was our preferred and I think and I go back significantly to this thing about this sense of urgency, who is going to respond the quickest, who is going to get the most effective job in the shortest time so that we can get the building reoccupied. That was why we made that recommendation for Essis and Sons.

Mr. Haste: The slab.

Mr. Reichel: The slab. We had two folks out, again, two good contractors of which I have used both. Testing Services, again, we pointed contractors specifically at this pipe and said what that is and what about this condensation. Testing Services had a guy that looked at it close enough to realize that it probably was a radon system and that

there was standing water in it. His bid actually includes extra work to reroute that condensation line. That is why that one is higher. They may not be exactly apple-to-apple, but he definitely had a better grasp of what is going on there and if I would have called him Monday that might already be installed now. Again, he is going to be very responsive to what we want to do.

Mr. Haste: The difference between the preferred and the low is roughly \$1,900, which given the problem out there is not a significant amount. I just need to make sure that we legally can do this. Bill, if it would be appropriate why don't we approve Hag's recommendation upon your approval? We will go with the preferred as long as it meets our legal requirements.

Mr. Tully: Is there a way to breakdown where the differences are in their quotes that would pretty much establish why there was that slight difference in the two prices?

Mr. Reichel: For instance in the slab depressurization if I were to get Enviroquest back out I could ask them how much it would cost to reroute the condensation line and give me a cost for that. That would take another week. We could perhaps ask all of them to reissue bids to make sure no elements were missing.

Mr. Tully: What I'm looking for is for you, as the engineer, be able to come up with an estimate of what you believe that cost would be and if that is within that tolerance it would make it a lot easier.

Mr. Reichel: On the Essis and Sons, I attempted to do that if you look at the adjusted line I made an adjustment for a few of those that drops the difference in those to about \$700, which is less than 5% of that cost for the carpet.

Mr. Tully: With that vote recommendation, I will work with him and if we can satisfy that, that is what we will do.

Mr. DiFrancesco: I'm willing to do that. I just want to make absolutely certain that you look at this very closely, because what I'm hearing is that there is apples and oranges and various types of fruit laying all over the place. To me, that sounds like somebody is going to come back and have sour grapes. I'm not interested in having that discussion at all with anybody. I want to make sure that it passes and if it doesn't then we will take the time.

Mr. Tully: What I would be asking you to do is to go with the recommendations and if it doesn't meet then we would simply go with the lowest bidder in that particular area.

Mr. DiFrancesco: I don't know if I necessarily want to go with the lowest bidder, but to have them come back out.

Mr. Haste: I think what we should do is vote to approve the preferred list, pending approval by Mr. Tully and if in fact it doesn't meet the legal standard then we go to the lowest bidder, whether it is preferred or not.

Mr. DiFrancesco: The problem is that going to the lowest bidder if it doesn't meet the standards they will just jack the rates up. We would have to either go with the preferred or call them back in to give us what we want. It is going to take more time. This has to be done right and time is an issue, but it is not the number one issue. The number one issue is getting it done right so we don't have to come back and look for option number three.

Mr. Haste: I would hate like heck to spend this amount of money and for instance because we didn't check something out for \$1,900 three years from now we have another high water we have to go back and redo this. I think it is worth doing it right since we are in there.

It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick that the Board approve the preferred options (Task 1 – Footer Drainage Installation – John W. Gleim, Jr., Inc. - \$14,430; Task 2 – Reconfiguration of Roof Drainage – Century Spouting Co., Inc. - \$2,656; Task 3 – Carpet Installation & Moisture Testing – Essis and Sons - \$18,523 and Task Added – Sub-slab depressurization – Testing Services, Inc. - \$995) given to us by Herbert, Rowland & Grubic, pending the review of the Solicitor's Office and the sign-off of the Solicitor's Office; motion carried.

Mr. Hartwick: The idea is that we are not going to go directly with the low bidder. We are going to try to work this out to get what is right.

Mr. DiFrancesco: Right.

D. Robert H. Long, Jr., Esq., Thomas, Long, Neeson & Kinard

1. Presentation on Bond Services

Mr. Long: Thank you for your time. As you know I contacted you to present myself and my new firm that I'm affiliated with. I'm a partner in this firm of Thomas, Long, Neeson & Kinard, which has been in Harrisburg for a long time. Many of the lawyers there are utility practitioners. I have my municipal bond practice there. I would like to introduce Charles Thomas, III and Jennifer Sultzaberger, associate attorneys that assist me with my transactions. Charles lives in Dauphin County and Jennifer lives across the river. We are all here locally. I realize that you gentlemen have known me well for years. I just thought it would be opportune to upgrade you with my present affiliation, my interest in continuing and possibly being selected as bond counsel or underwriter counsel or special counsel for certain types of financial and other related transaction as the opportunities may occur. I'm presenting you with some material on our credentials, some of the recent transactions that we are involved in. I have a long history of serving

Dauphin County as bond counsel having gone way back to the days of Murdoch and Crawford in that era.

Mr. Haste: You did the bond to build the original courthouse didn't you?!

Mr. Long: Not the original one. I'm all preserved, but not that good! I understand the County in its challenges, opportunities and business and so on in a pretty broad way. We served in some transactions for example I represented the Dauphin County Hospital Authority 20 years ago in the insolvency of an investment firm in New York that had the bond proceeds for Harrisburg Hospital invested and they went bankrupt and so on and we successfully represented the Hospital Authority and the Hospital in that transaction and retrieved all the funds back. There are things other than just bonds themselves that are ancillary. Anything complicated involving funds, contracts, reorganization or authorities, municipal entities and things that may be of a challenge to you, I'm interested in it or might possibly ask to be considered to represent you. With that, do you have any questions that you would like to present to me?

Mr. Haste: I think in our conversation that we had, haven't you been in some transactions moving away from the bonds and doing more sort of traditional loans, because of the way the market is?

Mr. Long: That's correct. A lot of our issuers over the years, three or four years ago it was evident to me that the bond market was having challenges. Components of it were not performing well and so I started directing some of my clients or asking them to consider using a series of bank loans. I have one where I live and I'm sure they wouldn't mind being mentioned, Hampton Township. We are on our fourth, going into our fifth \$10 million bank loan. We issue them on a whole series of planned transactions for a lot of things that they have reorganization of their utility services and a lot of other things that they had to do. This has been going on for over a four or five year period. The banks themselves can make loans. You have to be an issuer that is not going to issue more than \$10 million in a year. That's the perimeter. Then we issue them yearly - \$10 million each year for the last four or five years. So, we have been able to issue the banks. They negotiated and took bank proposals and then selected a bank. We negotiated with them and we actually get the same interest rate from that bank, which is comparative with the bond market for four years. With the bond market challenged the way it is and I realize your credit rating may be higher or equal to or possibly some of the bond insurance companies, but there are liquidity issues in the bond market right now. There is an overload of bonds in the bond market. What's called a secondary market, because the bond insurance companies when they lost their ratings the last year, you are following that aren't you?

Mr. Haste: Yes.

Mr. Long: As they lose the ratings the bonds that are in these muni bond funds, these humongous municipal mutual funds around the country and some of them have a billion dollars in them, they are required to have bonds of a AAA rating. So, the AAA insureds

satisfied their portfolio requirements. When those ratings drop they have to sell those bonds and liquidate them. As a consequence, the humongous volume of municipal bonds has flooded the market over the last year and what it does it has driven the interest rate cost up, because those bonds compete in the same market with newer issues. These are the times in your observation on alternative types of financing is very apt and timely. These are the kinds of times when you look at different forms of financing, financial institutions and so on to try to select alternatives to the bond market. We have been issuing and I have as many of the banks as I have bonds in the last few months more the banks than bonds. The bond market seems to be stymied. I'm sure someone will come here tomorrow morning and say he is wrong; we are ready to go to market with you tomorrow morning and all that. I'm talking in generalities here, not particularly looking at your particular instance in any given point in time. It is something to weigh and value. Does that explain it?

Mr. Haste: It does.

Mr. Long: I will be glad to explain it to you at any other time if you want a briefing on this subject on how I see these things and where I see you might consider functioning. I would be glad to meet with you on it. I bring a lot of experience. I have been doing this for a long time and I watch the market in not only a narrow technical sense to perform my services, but I watch and observe it and counsel my clients on a broader aspect. What is going on in these markets, what can you expect, what you need to do, how you should be planning alternatives and so on. We got some utility authorities, for example, that were used to going in the bond market. The one or two deals I have done are bank loans.

Mr. Haste: That is what I've heard.

Mr. Long: The other thing is it cuts the overhead. When you do an analysis of bonds versus bank loans, very seldom does anyone look at the indirect costs. If you add the indirect cost of maintaining the liaison with the bond market, the reporting requirements for these mandatory reports, the financial reports that have to be filed and you have covenants at the time of issuance of those bonds where the underwriter is to provide on an annual basis any significant event. So, you are constantly analyzing your financials or someone. I'm sure the Controller's office, who deals with the bond market for you, is constantly doing that. You have an overhead, a cost of maintaining that relationship with the bond market with consultants, financial advisors, participants that cost money. So, there is an indirect cost that is saved also with the banks. I think it goes beyond just the costs. In addition, you don't pay the underwriters fees and so on. They are blended into the yield on a normal basis. You can always compare those, because the underwriter's fees are blended into the yield calculations. But, the indirect costs of maintaining/sustaining a loan in the bond market is significant, I think and there are significant savings there. It is something for you to consider.

Mr. Haste: Thank you.

Mr. Hartwick: Bob, you know your reputation exceeds you. I know you are not that old.

Mr. Long: I'm not telling how old I am.

Mr. Hartwick: We appreciate an update on where you currently are at.

**E. Peter Vriens, Human Services Director
Helen Spence, Children & Youth**

1. Presentation on the Integrated Human Services Plan

Mr. Vriens: I have with me Helen Spence, our Systems of Care Community Outreach Coordinator. We are very pleased this morning to be able to give you an update on the County's Integrated Human Services Plan that we will be submitting to the State on September 15th. Throughout much of this year, Dauphin County Human Services has been participating in an intensive and ongoing process of redefining its vision for the provision and integration of services. Although the State's focus is on children's services, in our efforts to be as inclusive as possible we have expanded our strategic planning to include the adult serving systems, as well as those serving children. With the result being an Integrated Human Services Plan. Our core vision is that families and communities are empowered through the use of strengths-based, solution focused practices that create true partnerships between the family and the informal and formal community support systems. Plans to keep children, adults and families and the community safe are family driven, culturally sensitive and are supported by an integrated approach that results in a seamless array of services. This holistic approach combined with positive supportive relationships and family centered resources will result in positive outcomes through healthy families and communities.

This year we established an integrated planning steering committee consisting of approximately 30 individuals and those individuals represent the local communities, human services agencies, schools, the Board of Commissioners, providers, healthcare, systems of care, faith based leaders, the community collaborative and other key stakeholders. This committee was charged with developing the integrated plan and meets at least twice a month. Periodic full day retreats are scheduled so that we can include additional community members, families, consumers, organizations and partners in the planning process. Sixty individuals attended our first retreat.

Dauphin County is extremely well positioned to move toward the integration of services and this year has been designated as a Tier One county. The Tier One counties are those that feel they are well positioned and able to move towards the integration of human services. Much of our work will center on bringing together under one common vision plan the many cross systems initiatives that already exist within the County. Our plan focuses on integration at three levels – the systems level, the consumer level and practice level. We want to create a parallel process modeling at each level the practice we are implementing. Our integrated plan is based on the following five value sets that we identified during our retreat:

- Efficient, responsive, accessible, courteous customer service with staff modeling strengths based, solution focused practices at all levels
- Strong inter-agency collaboration/integration utilizing a “No Wrong Door” approach and “One Stop Shop” model of service provision
- Informal partners as full partners; family/youth/community as key partners in decision-making.
- Children, adults and families served in their own homes and communities
- Cultural competence and sensitivity; appreciation of differences

Our steering committee then established subgroups to take each value set and analyze how that particular value would play out in practice, strategies that would aid in the successful implementation of practice and expected outcomes. Utilizing this method we are following our values throughout the entire planning process. The key components to this year’s plan include:

- Stronger roles for youth, adults, families and consumers in decision-making through continued engagement
- A common screening tool and protocol that support a comprehensive assessment process for all children, adults and families and ensure a “no wrong door” approach. So, wherever a family first presents for services we want to make sure that we are screening for all of their needs. If they were first to present at Children and Youth, we want to make sure we are also screening for mental health needs, drug and alcohol needs, if there are elderly folks in the home that may need services. So that we are really utilizing a comprehensive approach.
- A single service plan for multi-system clients that is developed through a family group conference and utilizes family centered resources from across systems. Many times families that are working with two, three or more systems they have a service plan for each system and those plans can even conflict at times putting the family in an impossible situation. We want to see one plan developed through a family group conference that meets all of the needs.
- Lead case manager model for multi-system families also. We are already piloting that now. This program was developed through our systems of care practice committee and looks at again families who are working with more than one system having one lead case manager to guide them through.
- An integrated prevention plan that focuses on reducing numbers of youth in placement, reducing RTF usage, and reducing the numbers of youth reentering care within 12 months of reunification.
- Exploration of integrated client management data systems.
- Cross training to build competencies, skill levels and leadership abilities.
- Measurement of outcomes utilizing specific indicators and data.
- Continued expansion of Family Group Conferencing as the foundational practice in Dauphin County that supports a cross systems approach.

- The linking and integration of the many current cross systems initiatives into one plan and vision.

And in self-declaring this year as a Tier I County we will be able to draw down additional State funds, with no County match that will support us in this initiative.

Mr. Hartwick: I know we are not spending money on the district justice office and I know we are bringing in additional dollars, but this is more exciting to me than any of the other reports today. I know the amount of work that has gone into this project. I know the amount of partnerships that went into the project and I know the vision that was started about 3 ½ years ago is finally coming into reality using this integrated service plan, and to be able to go out and realize what we believe the best practice is and see a lowering in our juvenile justice system of individuals in the formal system, figuring out ways to serve families who are dealing with multiple agencies in a much more uniform way, obviously receiving a better outcome for those individuals and sharing information and having a true integrated human services plan. I was actually shocked last year. I saw that Dauphin County was not a Tier I County. The amount of money that is associated with drawing down from the Department of Public Welfare I have always seen us in a position to have this as our philosophy, but this plan puts it into a formal reality and offers real practical action plans in order to initiate a much better outcome for the people that we serve in multiple ways. I'm excited about the plan and the check-in center that we will take a look at. This will reduce costs to both County taxpayers and State taxpayers. One of the things that we've heard through this process, you hear it from teachers, individuals and caseworkers, is that you need to get parents involved. How are you going to get parents involved? This is not going to work unless parents are involved? We all agree that it is not government's job or teachers' jobs to raise kids, so how do we engage those parents to be a part of the solution is a critical component to this piece? I think it is the most innovative part to the integrated service plan. Helen has recruited hundreds of volunteers through our system of care, who have been in the drug and alcohol system, who have been through the Children and Youth system, Juvenile Probation system, single fathers who do want to act on our first contact in our informal case management system for individual parents who are engaged in the system.

I didn't mean to take your thunder.

Ms. Spence: That's alright. You're saying it all for me, because you know it all.

Mr. Hartwick: How that is going to be different than any other thing that is happening around the State and how we believe that is going to be effective. This is going to be one of the most innovative and best practices that are going to be used to try to engage parents where they live.

Ms. Spence: Since 2000, our County has certainly moved to a new philosophy of engagement and empowering our families by utilizing family group conferencing as a foundational practice and taking that particular model to a whole other level where

people can begin to internalize that they have the power to be providers of their own circumstances if given this right situations and support that they need. Since 2000 we have moved into developing specific subcommittee groups that encompass families and youth. We have a youth committee that is just phenomenal now of kids from all across the County that come together on a monthly basis that look at what they see as the issues for themselves, but not only look at the issues, but look at the solutions that they bring to the table, because of the fact that they are youth and they see it through a different venue than we do to give us the information that we need to be able to support them and sustain them in our community. The same is true with our parents and so forth.

Mr. Hartwick: I sit in on some of these youth subcommittees. We think as parents or we think because we are hip that we know what is going on that we have an idea that we know what the youth today are going through and what they need in order to get better. If you actually hear the youth at these subcommittees you have a real sense of what their view is. This is going to be totally different than the cookie cutter approach to how do we engage.

Ms. Spence: Totally different. We just met on Monday. About 56 youth or more came together and looked, as part of their solution, that many of the kids like you had shared came from juvenile probation, foster care and all our other systems, and they want to begin to share their journey in a way with our County employees that can better tell the story on how they can better be assisted from their venue and so forth. They also act as mentors for other kids coming into the system is what they are looking to do so that they can prevent or intervene at certain venues with these young people in the schools and in our agencies and so forth. Also, our family members, our parents are a phenomenal group. When I say parents, I'm talking about grandparents, caretakers, all of the people charged to care for our young people in our community. They have become a vital piece in this whole venue in terms of being providers for people coming into the systems. They have begun to act as mentors already for those family members who are involved in the systems and help them to safely navigate in a way through the system. Also our parents are now actively beginning to look at ways that they can become teachers to our caseworkers and juvenile probation officers and things like that. Our faith based community is also a network of services and supports for our formal systems and has continued to do so since 2005, since they came together.

Mr. Hartwick: The bottom line is I'm a kid who is at risk. I have been identified by a guidance counselor at a school who has the potential of being engaged with the juvenile probation system. Who better to see me than just a county caseworker or juvenile probation officer or is it better for them to talk to a kid who has just come through the system, a parent who has been engaged and has now turned their life around as a result that this parent may not know about as the first engagement with this kid and family as a way to keep them. One, it doesn't cost the county money to engage these informal systems with the kid. It is not our people that we are paying. It is not our staff time that we are paying. Written into our plan we are talking about trying to take care of some per diems, travel expenses and training for individuals who are going to go out

and make some of the first contacts with people. We are looking at liability issues as well. Instead of us being viewed as the enemy this is a way of help. These are ways that we can help people.

Ms. Spence: It has empowered our community to really become, like I said, to look at them as part of the solution, not just the problem. To begin to look at ways that they can not just complain or say this is what is wrong, but look at ways to say what can I do and how can I do it. For instance, in 2006, our community actually came together and developed a whole program for their young kids, especially for teenagers, because they were finding our faith-based community was saying that there is not enough programming for teenagers in ages 14 and up over the summer. There is a lot of programming for younger kids, but after that it kind of stops unless you have money for designer programs like theaters and so forth or are involved in sports. The community came together themselves in 2006 with no new money and started partnering with the school district and other agencies to develop a summer enrichment program that would be a holistic program for kids that were involved with our system or not involved with our system to come together and have a safe place to be and learn factual information that they could learn and take forth in our communities. That started in 2006 with one site at Rowland in conjunction with our faith-based and parents coming together in 2007 that program was so successful that same program moved from one site to three sites in less than a year from Harrisburg to Steelton. In 2008 they developed six sites from Susquehanna, Steelton and Harrisburg. All with very little funds, just raising money, getting some donations and working together with a holistic group of people, utilizing the services that were in place with our formal systems like drug and alcohol, health information, counseling all those kinds of services came under one roof to develop a one stop shop where children ages 14 and up, as well as we have a site for some younger kids also, but the main focus we had five satellite sites for older kids. We served over 100 kids this year and were able to give them things that they were looking for, including money. We were able to get money and funding from Goodwill, South Central Employment was able to come in and provide not only job training, but they provide money for these kids. They gave them stipends. The kids that would have normally been in the street doing anything were able to actually come in and learn factual information about drugs and alcohol. The military actually got involved and took that whole group of kids up to Indiantown Gap for a whole week and developed leadership skills and all kinds of things with the collaboration of everybody coming together, including the families and children, and giving them an opportunity to actually see who we are and what we are, because children and youth workers were there, juvenile probation officers were there, but not necessarily as workers, but as people, and when they came together and worked together in that venue it developed a whole new respect for each other. The children got a different sense of who they are. We had three different police departments involved, Susquehanna, Swatara and Harrisburg Police, even the State Police got involved. They all stayed involved. They came in with their curriculums. They provided information to the kids. They actually taught the kids the philosophy of this County family group conference and the kids were able to actually understand and develop ways that they could sustain themselves in a more positive

way in our community. We want to continue this kind of practice throughout. This doesn't cost the County a lot of money. It didn't cost hardly anything.

Mr. Hartwick: And we are giving you additional dollars to expand this.

Mr. Vriens: We are looking at that as the model for our "One Stop Shop" approach. We are also using the new Northern Dauphin Human Services Building as a model too for how we are going to integrate services. We have that perfect opportunity this coming year to how we are going to make that happen.

Mr. Hartwick: To talk about the integrated service plan – January 1, 2009.

Ms. Spence: The community is so excited. Once you empower people you can't take it back. They feel a sense of I can be a part of this and I can too work together with our County, with our professionals in a whole new way. When they come together for that enrichment program that they begin to put together with all the professionals working with them and that includes the educators, because we had three different school districts involved and they provide the teachers and academic support for the kids all summer long. These are the kinds of things that happen just because people came together and they believed in a common cause that together we can make a difference and they did.

Mr. Hartwick: You will be filing this plan when?

Mr. Vriens: September 15th.

Mr. Hartwick: Does it need formal approval by the Board?

Mr. Vriens: No it does not. They want all the cross systems partners to sign off, but it does not require a vote by the Commissioners. I will give you a full plan as soon as it is complete.

SALARY BOARD

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

PERSONNEL

Ms. Lengle: Are there any questions on the Salary Board requests? (There was none.)

On the Personnel Packet, there are two items that I'm going to request a vote on.

Mr. Hartwick: On Salary Board Item 3, for the Board's purposes, that position will be eliminated when the task has been completed. It should only be a few weeks. Make sure you clean that up once that has been finished.

Ms. Lengle: Yes, I will.

Are there any questions on the Personnel Packet? (There was none.)

Mr. Haste: What are the items that you want us to vote on? Is it #13, #14 and #31?

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board approve Items #13, #14 and #31 of the Personnel Packet; motion carried.

Ms. Rebuck: Does the Salary Board need to approve the creation of the temporary position in Tax Assessment?

Mr. Haste: Yes, we should.

Ms. Lengle: Yes, I'm sorry.

PURCHASE ORDERS

Mr. Baratucci: The Purchase Order Packet was delivered yesterday. As usual we have a few budget items that we will fix between now and next week. I have nothing that needs any special action so it will be moved to next week. Hopefully next week I'll have the requisitions for what was just proposed here included in the Packet. In addition to that you should have received a Blackberry Request from the Public Defender's Office. Again you can act on that today or next week, whichever you prefer.

Mr. Haste: Any questions of Randy? (There was none.)

TRAINING PACKET

Mr. Haste: Scott, is there anything in the Training Packet? I believe there was something for the Prison.

Mr. Burford: Yes, Item #3, I would like to have action taken so they can take advantage of early bird registration. All others can wait.

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board approve Item #3 (Prison) of the Training Packet; motion carried.

ITEMS FOR DISCUSSION

- A. Commercial Lease between Small Valley R.E. Investments, LLC and Dauphin County for the Weatherization Office. **(***A VOTE IS REQUESTED 8/27/08***)**
- B. Approval to open new Investment Account with Citizens Bank. **(***A VOTE IS REQUESTED 8/27/08***)**

- C. Amendment to Employee Handbook Conflict of Interest Policy. (*****A VOTE IS REQUESTED 8/27/08*****)
- D. Addendum Number 1 to the Agreement between Dauphin County and Capital Recovery Systems, Inc. (*****A VOTE IS REQUESTED 8/27/08*****)
- E. Request for Exonerations:
 - 1. Lenker Mobile Home Park – Parcel #65-031-017-087-0008 and #65-031-017-091-0010 - \$1,143.09.
 - 2. Pine Manor Mobile Home Community – Parcel #34-020-001-087-0078 - \$156.08.

Mr. Haste: We need to take a vote on Items A, B and D. Item C is being held for further review. Any questions on Items A, B or D? (There was none.)

It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick that the Board approve Items A, B and D of Items for Discussion, listed above; motion carried.

SOLICITOR’S REPORT – WILLIAM TULLY, ESQ.

Mr. Tully: All items, not already voted on, will be available and ready for a vote next week. I would point out the matter dealing with the Shugars’ Office that we should have the apples and oranges converted to apples and apples by next Tuesday, despite the holiday weekend. We should be able to move ahead at that point.

Mr. Hartwick: I’m confused by #12.

Mr. Tully: That sounds more confusing than what it is. That is simply and I believe Nick has been working with GPU trying to bring their lease requirements into conformity with ours. I believe we will have a final draft next week and if not we will pull it until we get the language worked out.

Mr. DiFrancesco: I need to chat with you after the meeting, because there is another matter that has come up that needs to move. That and the other site needs to move.

Mr. Tully: Right now it looks like it will. I think we are going to get the special insurance binder that will satisfy Exelon. Hopefully they are going to be the good neighbors they promised to be.

CHIEF CLERK’S REPORT – J. SCOTT BURFORD

Mr. Burford: I have nothing to report, but would be happy to answer any questions. (There was none.)

COMMISSIONERS' COMMENTS

(There was none.)

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.)

We have Retirement Board and we will convene at 11:30.

ADJOURNMENT

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

Respectfully submitted,

Chad Saylor, Chief Clerk

Transcribed by: Richie-Ann Martz