



**DAUPHIN COUNTY BOARD OF COMMISSIONERS**

**WORKSHOP MEETING**

**DECEMBER 16, 2009**

**10:00 A.M.**

**MEMBERS PRESENT**

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

**STAFF PRESENT**

Chad Saylor, Chief Clerk; Marie E. Rebeck, Controller; William Tully, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Kay Lingle, Personnel; Dave Schreiber, Personnel; Diane McNaughton, Press Secretary; Garry Esworthy, Risk Manager; Carolyn Thompson, Court Administrator; Amy Richards, Commissioners' Office; Fred Lighty, Esq., Human Services Director's Office; Leila Brown, Solicitor's Office; August Memmi, Director of Community & Economic Development; Tom Guenther, Director of IT; Gary Serhan, Deputy Controller; Brenda Hoffer, Commissioners' Office; Jena Wolgemuth, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

**GUESTS PRESENT**

Emily Opilo

**MINUTES**

**CALL TO ORDER**

Mr. Haste, Chairman of the Board, called the meeting to order at 10:21 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 number 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 were none.)

## **DEPARTMENT DIRECTORS/GUESTS**

### **A. Mike Yohe, Director of Budget & Finance**

#### **1. Adoption of the 2010 Budget**

Mr. Yohe: Today is the day we advertised to approve the 2010 calendar year budget for Dauphin County. As you know, it has been available for public inspection for the last three weeks, since we laid it out back on November 25<sup>th</sup>.

Mr. Haste: How many people inspected it?

Mr. Yohe: The last I checked it was one. That was a week ago and I believe it was a County employee.

Nothing has changed. The only thing that we changed in the last three weeks is I got some final rates in for dental, vision and a couple of little benefit areas like that. The budget did decrease slightly as a result of those changes, but all-in-all you are looking at pretty much the same product that we had a couple weeks ago. If you look through all these summary sheets, a couple of the funds changed. General Fund, Domestic Relations, the 511 Fund and the Solid Waste Fund are the only funds that have staffing in them. They changed slightly. Page 4 changed slightly, because of the new positions, the benefits were a little less. Other than that you are looking at the same thing from three weeks ago. I don't know how much detail you want me to get into. This product will cover all of our obligations next year, including all our debt obligations. It will allow us to operate, for the fifth year in a row, without a tax increase. That is good news. We are fortunate to be in a position that we can absorb some of the unexpected or unanticipated costs that we have to for 2010 and for 2009 for that matter.

**It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick that the Board adopt the 2010 Calendar Year Budget.**

**Question:** Mr. Haste – Aye; Mr. DiFrancesco, II – Aye; and Mr. Hartwick – Aye; motion carried.

Mr. Yohe: Is the Resolution on the Tax Information on the Agenda?

Mr. Haste: Yes.

Mr. Yohe: That is the only other thing that we have to go through. I will replace the proposed budget that is on the website with this document later this afternoon.

### **SALARY BOARD**

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

### **PERSONNEL**

Ms. Lengle: Are there any questions on the items in the Personnel Packet?

Mr. Haste: Did Mark Templeton talk to you?

Ms. Lengle: No.

Mr. Haste: We had the interviews yesterday. He will be contacting you to try to work out a schedule to get them in on a timely basis. I don't know if he is going to try to have them for next week or what he is going to do. If you think of it, why don't you call Mark?

Ms. Lengle: Sure. Included in the Packet are three requests to participate in the educational incentive program and updated Holiday and Pay Schedules. I would like to request a vote on Items #12 and #13 in the listing and #1 in the Addendum. They go along with the Salary Board items.

**It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board approve Items #12 and #13 in the Personnel Changes and Item #1 in the Addendum; motion carried.**

### **PURCHASE ORDERS**

Mr. Baratucci: I have the Purchase Order Packet, and as we discussed last week, if it is possible, I would like you to vote on it today so that we have as much time as possible to get all of these items ordered and paid for in 2009. There are no over budgets. We got all of those taken care of. Unless you have any questions, if you could approve today that would be helpful.

Mr. Saylor: On page 17, I noticed that we are ordering some benches for MDJ Margerum's office from the Pennsylvania Department of Corrections. I notice there is a \$200 shipping charge to Elizabethville. I don't know where Correctional Industries is located.

Mr. Haste: Camp Hill.

Mr. Saylor: Is that something that our folks could pick up and deliver?

Mr. Haste: That is a good idea. I think we should take a look at picking them up.

Mr. Baratucci: I can check. I'll talk to the DJ Office and will ask them to make arrangements. I guess our guys could probably pick it up.

Mr. Haste: There is no way that you are going to get a DJ Office to do that.

Mr. Baratucci: I mean that we would have to do that. I will take care of that.

**It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick that the Board approve the Purchase Order Packet and review the situation with the delivery fee for the benches; motion carried.**

#### Office Supply Bid Award

Mr. Baratucci: We do a yearly bid for our office supply contract. This is for all the items that are located downstairs and some at the warehouse. We send out to all the people on the list. There are approximately 16 people. The usual vendors replied. I have had numerous conversations with Phillips, who always replies, but unfortunately always seems to be the last, price-wise. I don't know why that is. We have had numerous discussions about it. The same company, Office Basics, this will be the fourth year in a row. They actually do a very good job. I know they are not located where we would like them to be located, but they have been an extremely reliable vendor for us and they give us the best pricing. We have very few complaints about the products. I would recommend Office Basics. We do a Part A and Part B, because some people only like to bid on the computer supplies, but they were low on both. I would recommend that we award the bid to Office Basics at the \$51,057.40 for Part A and \$123,822.50 for Part B.

**It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board award the Office Supply Bid to the low bidder, Office Basics, at a bid price of \$51,057.40 for Part A and \$123,822.50 for Part B; motion carried.**

#### TRAINING PACKET

Mr. Saylor: We need to approve #7. It is mandated training for the District Attorney's Office. Apparently it has already taken place.

**It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board approve Item #7 on the Training Packet; motion carried.**

**ITEMS FOR DISCUSSION**

- A. Resolution #32-2009 – Application to Encumber Liquid Fuels - \$550,000 – Replacement of county Bridge No. 122. (**\*\*\*A VOTE IS REQUESTED 12/16/09\*\*\***)
- B. Board of Assessment Appeals Agreements between Dauphin County and Michael G. Musser, II (Chairman), Daryl Z. LeHew (Vice Chairman) and Michael Solomon (Secretary). (**\*\*\*A VOTE IS REQUESTED 12/16/09\*\*\***)
- C. Tax Levy and Appropriation Resolution #33-2009. (**\*\*\*A VOTE IS REQUESTED 12/16/09\*\*\***)
- D. Resolution #34-2009 mandating the continuation of a Hiring Freeze for the 2010 calendar year. (**\*\*\*A VOTE IS REQUESTED 12/16/09\*\*\***)
- E. Agreement, Performance and Payment Bonds between the County of Dauphin and Abel Construction Co., Inc. for the replacement of Bridge #122. (**\*\*\*A VOTE IS REQUESTED 12/16/09\*\*\***)
- F. Appointment of Gary E. Lenker and W. Roy Newsome, Jr. to the Affordable Housing Board. Terms expire December 31, 2011.
- G. Appointment of Jay M. Brandt to the Ag Land Preservation Board. Term will expire December 31, 2012.
- H. Appointment of Todd Pagliarulo to the Capitol Area Transit Board. Term will expire December 31, 2014.
- I. Appointment of Ronald Kopp and James Szymborski to the Conservation District Board. Terms expire December 31, 2013.
- J. Appointment of Gregg Warner to the Fort Hunter Board of Trustees. Term will expire December 31, 2012.
- K. Appointment of David Transue to the Dauphin County General Authority. Term will expire the 1<sup>st</sup> Monday, January 2015.
- L. Appointment of Paul Navarro (term expires December 31, 2010), Charles Wallace (term expires December 31, 2011), Gary Lenker (term expires December 31, 2012), Matt Tunnell (term expires December 31, 2013) and Frank Lynch (term expires December 31, 2014) to the Dauphin County Redevelopment Authority Board.
- M. Appointment of Karen McSherry to the Dauphin County Industrial Authority Board. Term expires the 1<sup>st</sup> Monday, January 2015.

- N. Appointment of Peter Vriens and MDJ Joe Lindsey to the Schaffner Advisory Board. Terms expire December 31, 2012.
- O. Appointment of Chad Saylor to the Tourism Board. Term will expire December 31, 2012.

Mr. Haste: We have items for discussion on the Agenda today. Items A, B, C, D and E are requesting a vote. Are there any questions on those items? (There were none.) Is the Solicitor's Office okay with Items A through E?

Mr. Tully: They have all been reviewed and ready for action.

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

### **SOLICITOR'S REPORT – WILLIAM TULLY, ESQ.**

Mr. Tully: There are no changes. I would be happy to answer any questions. (There were none.)

### **CHIEF CLERK'S REPORT – CHAD SAYLOR**

Mr. Saylor: Commissioners, you will note that we have numerous board appointments on the Agenda for review. I think there may be one or two more added over the course of the week. Other than that I have nothing to report, unless there are questions of me. (There were none.)

### **COMMISSIONERS' COMMENTS**

Mr. Hartwick: We were happy to receive a call this week for an announcement that we were awarded another \$300,000 for the further extension of Family Group Conferencing. I received a call from Senator Casey's Office, as well as Congressman Holden's Office. It comes at a much needed time to continue our expansion.

Item L, we are getting ready to appoint the members to our Redevelopment Authority. I know this has been an issue and we have talked about it in the past. We are trying to get them an active start in January. Item L is now moving and we expect that Board to be ready to go by January.

Mr. Haste: Actually, I have high expectations for this group of folks on the Board.

Mr. DiFrancesco: I just want to take off on George's comments and thank the collective wisdom of those responsible for making sure that our flood monitors get funded. Obviously, unless you live around here you don't understand just how important those flood monitors are to our local citizens. It really comes down to a matter of life and

death, giving us early warning about what areas need to be evacuated in times of flooding. Obviously, we know that flooding happens every year or every other year, but it is a common occurrence. Thank you for the collective wisdom of funding those monitors.

### **PUBLIC PARTICIPATION**

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

### **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