



DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP MEETING

April 28, 2004
10:00 a.m.

MEMBERS PRESENT

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

STAFF PRESENT

Marie Rebeck, Controller; Robert F. Dick, Treasurer; Chad Saylor, Chief Clerk; William Tully, Esq., Solicitor; Randy Baratucci, Purchasing Director; Edgar Cohen, Facilities Maintenance Director; Robert F. Knupp, Esq., Solicitor's Office; Carolyn Thompson, Court Administrator; Dan Robinson, Community and Economic Development Director; Steve Howe, Director of Tax Assessment; Mike Yohe, Budget Director; Garry Esworthy, Risk Manager; Gary Serhan, Deputy Controller; Robb Wentzel, Director of EMA; Kay Sinner, Personnel; Sandy Moore, Human Services Director; Diane McNaughton, Communications; Melanie McCaffrey, Solicitor's Office; Ed Chubb, Director of Parks & Recreation; Shari Eagle, Information Technology; Jena Wolgemuth, Commissioners' Office; and Richie Martz, Commissioners' Office

GUESTS PRESENT

Lou Verdelli, Scott Shearer, Lou Killeen of SCORE; Janis Schmees, Susan Parry; Philip Spaseff and Donald Fry

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 five sets of meeting minutes that will be approved next week.

PUBLIC PARTICIPATION

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

PERSONNEL

Ms. Sinner: The first item in the Personnel Packet is a Salary Board request. It abolishes an Administrative Assistant I position and creates an Accounting Assistant II position in the Treasurer's Office. This will be voted on next week.

We have the Vacancies Listing. There is a request for five Caseworkers in Children and Youth. The Caseworker positions are funded by the State and local funding sources. There is a request to fill a full time temporary position in the Conservation District for the West Nile Control Program Technician. That is a job that is filled over the summer to test mosquito larvae for the West Nile Virus. There are a few positions at Spring Creek that are being requested to be filled. There is a legal clerk position in District Justice Lindsey's Office that is being requested to be filled.

The New Hires Listing, we do actually have a Caseworker for Children and Youth that we would like to hire, as well as, the Temporary West Nile Control Program Technician, the Clerk for DJ Lindsey's Office, Telecommunicator Trainees for EMA, the position in the Treasurer's Office and then a laundry worker at Spring Creek. We have changes; which are mainly suspensions or separations. There is one transfer for a Spring Creek Nurse. You have the overtime reports and one request for overtime at the Prison.

Mr. Haste: Any questions for Kay?

Mr. Hartwick: Just a comment regarding the overtime reports. Again, I am keeping close watch on this. Starting with the good news, we want to stay focused on the good news. The Prison is down once again in their overtime and it appears that has been a consistent trend that will hopefully continue. I wanted to give kudos. I did have some more concerns particularly with the Schaffner Youth Detention Center in the amount of overtime that has been used up to this point compared to what has been budgeted. We are only through April and we have used about close to half of all the amount that has been budgeted for at the Schaffner Youth Detention Center. Not being my oversight, I would just like to find out if there is any special reason and/or are we doing anything to try to curb some of that overtime at Schaffner?

Mr. DiFrancesco: The management team is award, they have been notified and they are overseeing it. That will continue.

Mr. Hartwick: Just keep a close track on that. There is a significant amount budgeted, as well as, trying to keep a tab on Spring Creek again we are up there. I just wanted to make note of the concerns there and I just wanted to make sure you were aware of those.

TRAINING PACKET

Mr. Saylor: The training packet has 18 items and all of them have been pre-approved. Some of them are mandated. There is nothing that needs to be done today.

PURCHASE ORDERS

Mr. Baratucci: You should have all received your Purchase Order Packet. There is nothing to add or is special in the Packet. The budget items are being reviewed now by Mike Yohe and myself and will be corrected by the time next week comes around. Unless you have any questions, the Packet is just there for your review.

DEPARTMENT DIRECTORS/GUESTS

Lou Verdelli and Scott Shearer, Public Financial Management
David Twaddell, Esq., Rhoads & Sinon
Resolution #11-2004 – 2004 Debt SWAP results and discussion

Mr. Verdelli: The purpose is to present to you the Resolution authorizing the County to move forward with three interest rate Swaps; as we have reported in the past. Those interest rate Swaps will involve the County selling options to RBC Dain Rauscher to switch three of the current fixed rate debt issuances into a variable rate situation for the County. Before I go into some details, I just wanted to quickly report on the actual bond transaction that you authorized last week. One of the things that we had to do at the end of the week was lock investments in on the escrows that pay off the old bonds that we are refunding. There was some good news there. On Friday, we bid out the US Treasury Securities for the one large escrow. Total cost of those securities came in at about \$100,000 less than what we had shown you Wednesday when we were here. That is \$100,000 of savings to the total program. That is some good news.

In terms of where we stand on the Interest Rate Swaps, just to give you that quick update. We have been working with Image, as your Swap advisor, and RBC Dain Rauscher as the Swap Provider pretty heavily over the last few days, many conference calls on Friday, Monday and Tuesday. What we are analyzing with Image, as your Financial Advisor and Swap Advisor, is making sure that the option that we give to them is most efficient for you. We need to ensure that we are not giving away too much of an option to get some dollar amount of an upfront payment. We have reported that the upfront payment as a result of the three Swaps, we are trying to get to a number of \$2.5 million. So, as the Swap market is always changing, just like the Bond market is always changing, some of the things, not necessarily interest rates, but Swap curves and some other odd things happen, we are just below that \$2.5 million number. We have been

talking about what period we should give them to exercise their option. Is it a three or four year option, what fixed rate are you receiving? We, as your Financial Advisor, have been insistent that you receive no lower than a 4% fixed rate that you use to pay your fixed rate bonds. There has been a lot of discussions the last three days. I think we are in pretty good shape, which is why we are here to have you authorize the Resolution today. What this does is formally enter into the ability to move forward with these Swaps. They will be priced in the future. We had talked about pricing it tomorrow, when I was here last week. Again, due to some changes in the market, we think we are just below that \$2.5 million threshold. We probably wouldn't be pulling the trigger on this tomorrow. The Resolution authorizes Mike Yohe to be on the phone when we are ready to do that when we are at the right number. What we need to have happen, which is weird, is we need for ten year interest rates to move higher by about 10 to 15 basis points. We have seen that much of a move over the last three weeks. If we do have rates move a little bit higher, I am confident that we will be able to actually pull the trigger on the pricings and actually lock in the Swaps. As of right now, you are just authorizing the Resolution that allows you to move forward. We will continue to monitor the market and keep Mike up-to-date. The last thing that I will report is we did go to the companies that provide Swap insurance, just like you buy bond insurance, that insures investors if you ever can't make a payment on your bond issues, you have a bond insurer step in. We got a commitment from FSA, which is one of the big bond insurance companies on Friday at a pretty good premium. Pretty good being low. They will provide the Swap insurance. That will be in place when the Swaps are implemented. If at any point during their duration the County can't make a payment, FSA steps in and pays RBC the Swap payment that was due. That is all I have to report in terms of where we stand. I think we will be able to implement this in the very near future. Obviously it is something that we will just be monitoring every day until we get there.

Mr. Twaddell: I have set before you each the full text of the Resolution that would authorize proceeding with the Swap Program. I mention, for the record, that advertisement of consideration of this Resolution has been made in accordance with the requirements of the Local Government Unit Debt Act. Although this is not debt, these proceedings are governed by the Local Government Unit Debt Act and we have the same pre and post advertising requirement for this action as you would for the Bond Ordinance last week.

This Resolution accomplishes three things. First, since your initial Interest Rate Management Plan contemplates taking three existing County fixed rate bond issues and effectively converting them to variable rate bond issues by entering into the variable pay Swap arrangement. Under the Statute, we are required to amend the Ordinances that authorized those fixed rate bond issues. That is frankly, primarily, for the purpose of making sure that the PA Department of Community and Economic Development can adjust their records. They track the County's debt, as they do all local government unit debt, monitoring the pay down and interest rate exposure and so forth. The first purpose would be to amend Ordinances #6-2001, #2-2002 and #6-2002; which were the Ordinances that authorized the bond issues against which the Swap you are considering would be undertaken to specify a maximum interest rate on each of those three bond issues of up to 25%.

The second purpose of the Resolution is to approve the form of an Interest Rate Management Plan that is contained beginning in Exhibit A. This is the Plan that has been prepared by PFM, as your Swap Financial Advisor. This is the Plan that outlines the proposed nature of the Swap transactions, goes through the detail analysis that you reviewed with PFM at your last Workshop Meeting of what the potential benefits are, what the risks to the County are, what steps can and should be taken to mitigate those risks and to monitor the Swap ongoing program.

The third function of the Resolution is to approve the form of Swap documentation for the particular Swaps that are described in this Interest Rate Management Plan. There are three, what are called Fixed Receiver Swaps, and in Section 6 of the Resolution, your copy still contains a blank. Mr. Verdelli has just indicated that his advice to you should establish as a minimum rate for the Fixed Receiver Swap, for each of these the number 4%. So, for your consideration we would be inserting 4% as the minimum Fixed Receiver Rate. The General Master Swap Agreement is attached. That is a document that in the industry is used to govern all interest rate management contracts. Amendments to it are made by what is referred to as a schedule. A draft of the schedule is attached that describes the particular termination calculation provisions, payment and transfer provisions and so forth. All consistent with the presentations that you received from PFM in the past. Finally, it contains the form of the final confirmations. Those are sort of in draft form. They refer to the particular Swap amounts and the Bond Issues against which the Swaps are made. That is where the information is subject to market adjustment. Under the Resolution, the Board of Commissioners are authorized to execute the principle Swap documentation that is the Master Agreement and the Schedule. Under this Resolution, the Board would be delegating to the Budget Director the authority to execute the final confirmation. That is the document that fixes the final pricing for these three Swaps. I would be happy to answer any questions that you may have about the Resolution or the Appendices.

Mr. Haste: My understanding is that we need to amend an Ordinance with another Ordinance. I didn't know that we could amend an Ordinance with a Resolution.

Mr. Twaddell: The Debt Act has always said that debt could be incurred by Ordinance or Resolution. For reasons of custom, frankly, many counties in Pennsylvania incur debt by resolution. What is important is typically the distinction, for parliamentary procedure if you will, between an ordinance and a resolution is that ordinances are advertised in advance so there is public notice of what is to be considered. Resolutions usually refer to more of the minute book current action occurring during a meeting. Whether these are called resolutions or ordinances they have been advertised in accordance with the Statute so there is public notice just as for an ordinance. For reasons I cannot explain or defend, when they authorized the interest rate management language they contemplated that would be done by a document called a resolution, but there is really no meaningful legal distinction. The important thing is that proper public notice has been given of this Resolution in the same fashion that was given by the County for the Ordinances that are being amended. In our opinion, we can amend those Ordinances with a properly advertised Resolution.

Mr. Tully: The critical issue is the advertising. So, as long as the advertising was there the semantics was probably less significant. Essentially, you could call it either. If you wanted to we could simply change it to an Ordinance and renumber it and have the language the same. It is a matter of comfort for the Board.

Mr. Haste: To me that seems to be a safer way to go.

Mr. Twaddell: It is more than likely to end up in the Ordinance book; which is really where it should be contained. We will make that adjustment and will make that part of the post enactment advertisement.

Mr. Haste: If someone is going to be tracking these in the future, when you see the original was done by an ordinance you are looking for another ordinance.

Mr. Twaddell: We will make that change.

Mr. Haste: Do you know the Ordinance number?

Mr. Twaddell: I think #4 was your Ordinance last week and I don't think you enacted any subsequent to that.

Mr. Saylor: We had #4 last week, so this would be #5.

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board adopt Ordinance #5-2004, as captioned below; motion carried.

**COUNTY OF DAUPHIN,
Commonwealth of Pennsylvania**

ORDINANCE NO. 5-2004

OF THE BOARD OF COMMISSIONERS OF COUNTY OF DAUPHIN, COMMONWEALTH OF PENNSYLVANIA, AMENDING ORDINANCE NO. 6-2001 (AUTHORIZING GENERAL OBLIGATION BONDS, SECOND SERIES OF 2001), ORDINANCE NO. 2-2002 (AUTHORIZING GENERAL OBLIGATION BONDS, SERIES OF 2002), AND ORDINANCE NO. 6-2002 (AUTHORIZING GENERAL OBLIGATION BONDS, SERIES A OF 2002) IN EACH CASE TO ESTABLISH A MAXIMUM RATE ON NET PAYMENTS (EXCLUDING PRINCIPAL) DUE ON SAID GENERAL OBLIGATION BONDS, PLUS PERIODIC SCHEDULED PAYMENTS (WHICH EXCLUDE TERMINATION PAYMENTS) THAT MAY BECOME DUE UNDER THE QUALIFIED INTEREST MANAGEMENT AGREEMENTS APPROVED HEREIN; AUTHORIZING AND APPROVING QUALIFIED INTEREST RATE MANAGEMENT AGREEMENTS (INTEREST RATE SWAP AGREEMENTS) WITH RESPECT TO SAID GENERAL OBLIGATION BONDS; SETTING FORTH THE SUBSTANTIAL FORM OF THE QUALIFIED INTEREST RATE MANAGEMENT AGREEMENTS; SETTING FORTH AND ADOPTING AN INTEREST RATE MANAGEMENT PLAN; DECLARING

THE MANNER IN WHICH THE QUALIFIED INTEREST RATE MANAGEMENT AGREEMENT IS TO BE AWARDED; MAKING CERTAIN COVENANTS OF THIS COUNTY WHICH ARE INTENDED TO SECURE THE QUALIFIED INTEREST RATE MANAGEMENT AGREEMENT; AUTHORIZING APPROPRIATE OFFICERS OF THIS COUNTY TO TAKE CERTAIN ACTIONS AND TO SIGN CERTAIN DOCUMENTS; AND CONTAINING RELATED PROVISIONS.

(The entire Ordinance is on file in the Commissioners' Office.)

Mr. Verdelli: Once it is implemented there will be a final report prepared that highlights all the transactions. That will be presented to you once everything is in place.

Commissioners

Presentation of a Proclamation to Janis Schmees of the Hershey Capital Region Visitors Bureau declaring the week of May 8 to May 16, 2004 "Tourism Week"

Mr. Haste read the Proclamation, which is being presented on behalf of the Board of Commissioners.

Office of County Commissioner
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, are honored to acknowledge and applaud the role of travel and tourism in promoting a healthy economy, expanding our horizons and enhancing our quality of life;

Whereas, people both near and far have enjoyed traveling throughout America to see this gorgeous country and her magnificent cities, parks, museums, theme parks and countless other natural, cultural and historical sites;

Whereas, Dauphin County is especially proud of its own tourist attractions, which lure visitors from across the globe to such popular places as Hersheypark, The Civil War Museum, the state Capitol, Whitaker Center for Science and the Arts and City Island;

Whereas, the travel and tourism industry supports more than 7 million jobs nationally and generates significant tax revenue for local, state and federal governments; it is our second largest industry in both our five-county region and our capital city;

Whereas, the World Tourism Organization expects one billion people to spend \$1.5 trillion annually on travel by the year 2010, which is nearly four times the current figure;

Whereas, when we explore new places, we often find rest and relaxation but, beyond that, we obtain education and experience that could never be gleaned from a textbook or television set, and buoying our hopes for world peace and international understanding;

Therefore, we join the 251,300 residents of Dauphin County in hailing the role of travel and tourism in our lives; we thank the industry and all travelers for reaching beyond your own borders to experience something exciting and new; and, in honor of their important role in fostering mutual respect, economic vitality and international understanding, we do hereby proudly declare May 8 – 16, 2004 to be "National Tourism Week" in Dauphin County.

Lou Killeen, SCORE
Dan Robinson, Dauphin County Economic Development
Presentation of Dauphin County's alliance with SCORE

Mr. Robinson: I have with me Lou Killeen, who is the Executive Director of the Greater Harrisburg SCORE Office. To remind the Board, in 2001, the Department of Community and Economic Development forged a partnership with the Greater Harrisburg SCORE; which assists our department in attracting more business owners to Dauphin County, as well as, start-ups and entrepreneurs. Currently SCORE, which stands for the Service Core of Retired Executives, provides counseling and training for business start-ups and owners in the Harrisburg area. Dauphin County, through our efforts, assists businesses with low interest financing through the IDA and some of our other low programs. Together with SCORE, we have provided Dauphin County businesses with a more efficient one-stop shop for business expansion and relocation. Part of what we wanted to talk about with the Board today is to solidify our relationship in relocating the SCORE Office to the County Administration Building here on the second floor. They are currently housed in Cumberland County on Trindle Road. Part of our thought process is that service area is typically more the Harrisburg/Dauphin County area. They are looking for a new home and with our partnership the last three years, we felt it incumbent to bring it to the Board to make sure you were comfortable with the program and if you had any questions of Lou. I will turn it over to Mr. Killeen to tell you about the SCORE Program.

Mr. Killeen: SCORE is not a family name. SCORE is forty years old. We still have trouble contacting people with what we do. We have been in business in Harrisburg for a little over 39 years and during that period we have counseled 26,000 small business people. We serve six counties (Cumberland, Dauphin, Lebanon, Perry, Mifflin and Juniata). At this time half of our workload is made up of Dauphin County residents. Our number two workload is in Cumberland County where about a third of our workload exists. We have branch offices in Lebanon where we serve primarily just the City of Lebanon; which is part of the statistical marketing area Lebanon, Harrisburg and Carlisle. Since we started working with Dan's Office here in Harrisburg, we have increased the number of Dauphin County people by almost a third. It shows that there is a need. We have, from about 1965 until 1995, worked out of Central Harrisburg. We were in the SBA Office; which became downsized and what is left of it is still over at Chestnut Street. We primarily talk to people on business start-ups. All of our services are free. All of our counseling is done by retired executives who volunteer their time. Our cost to the taxpayers is about \$5.00 a counseling session. We used to think we were worth slightly more than that so we think we are giving the taxpayers a bargain. About 60% of the people that we now see are planning business start-ups. The other 40% are people who want specific information primarily in the business planning area, financial or marketing areas. In the start-up process we just touch on those problems as being considerations. At later times, people come to us for some in-depth work on the subject. We have an office in Camp Hill; which is about 700 square feet and we are serving the general area from there with the exception of the people that are coming in through our desk in the Economic Development Office here. We know from economic studies that Harrisburg is the center of gravity of this mid-state area and not being in Harrisburg means we miss a lot of would-be clients and that is the thing that really bothers us. I have some information that I can pass out to you later. Fifty percent of the

people who will start business in Dauphin County this year will fail. That is a shameful thing. Of the other 50%, 80% of those people will just make it. In other words they will be doing work for minimum wage rather than the work that they should be paid for. Of the people that start-up, 10% of them will be judged to have succeeded. That is a pretty tough ratio for people that are coming in here and committing themselves to financial burden, risking their assets to start a business and only one in ten, by our terms, will make it. It bothers us because of the people that we see. We only see about 10% of that population. Our other people in the business see about 10% of the people in this population also. So, 80% of these people; which 50% fail and 80% are having no counseling at all prior to entering their business. It means excessive failures and means lack of developing a viable business and it certainly doesn't point to success in the small business area; which in spite of everything we hear the small business area does employ half the working population of the United States. It is an important source of replenishment of jobs. If we are able to move to Harrisburg, which we consider the center of gravity, we feel that we will increase our ability to reach would-be business people by about 20% in the next couple years. We had a pretty good track record with Dan's help of meeting considerably more people since we have been here. I just came from a counseling session that we had this morning. Our plan is to find a good counseling site that offers security, when I say security we want people to be assured that their problems are discussed in complete confidentiality and also doesn't cost us a tremendous amount of money. We are a non-profit and are partially supported by the Small Business Administration. Their support essentially covers office supplies, telephones and parking fees. We have had excellent support from Dan's Office; which helped us in some of our other overhead expenses. There are no paid employees in SCORE. If we can reduce our expenses and move into a professional site, and of course you folks have the most professional site in town, we would like to consider returning to Harrisburg and serving the center of gravity of this mid-state population.

Mr. Haste: I am all for this. I am just trying to gather some background. You talked about the different numbers about the 50%. Of the 26,000 that you have seen, do you know what the statistics are of those? How has that affected those people in their success rate compared to what I assume is the norm?

Mr. Killeen: No, we don't keep detailed records of people, because we don't have the overhead capability of doing this. We do know from current records that about a third of the people that we see decide that they will defer their plans for a later date. This is due to a review of their financial situation or perhaps their proceeding too rapidly on something that they don't have the experience on. The information that I gave you, the 50% fatality rate is anecdotal coming from essentially the business reports. We do know the total size of the market. We have a good feel on, because we do a study with the Census Bureau data and Gallop Poll about 7 or 8 years ago; which leads us to believe that roughly 3 ½% of the civilian workforce proceeds on business start-ups every year. It is almost a constant number. That would mean in Dauphin County there are a lot of people that are thinking about going into business and about half of them will take the step this year. The other half might defer. We have those numbers pretty well verified through Gallop and Census, but we don't keep any records of the people that we counsel. When you counsel a 1,000 of them a year, that is a lot of record keeping.

Mr. Haste: I was just trying to see if we have any way of saying that this does improve the success rate.

Mr. Killeen: We only believe that intuitively it would. If we saw more people and the other people that are in the same business we don't even treat as competition, because our market penetration is so small we can probably say we are all failing. That is something that no one likes to admit.

Mr. Haste: Did I understand that the services are free?

Mr. Killeen: All of SCORE's services are free, that is counseling plus training.

Mr. Haste: Even if they come back for the more in-depth?

Mr. Killeen: We tell them that we will stay with them as long as they want us. Because our services are free, we don't pursue them. We let them pursue us.

Mr. Haste: Do you try to match the backgrounds? For instance, if I am coming in and I want to start an auto repair store or an auto repair business, do you then try to get someone that has that same background to help that person out?

Mr. Killeen: I have one counselor that is an ex-president of an automobile sales company and he would probably be the man that I would give that person to.

Mr. Haste: Do you try to get someone that is familiar in that particular business?

Mr. Killeen: We always interview the person prior to their first counseling session to make sure that we put them with a counselor who is an expert in their business.

Mr. Haste: Excellent. Given all of that how do you promote SCORE? How would John or Jane Public, who is thinking of doing this know how to find you?

Mr. Killeen: Our biggest expense is really advertising. Of course when your product is sold for free, advertising is a critical item. We advertise in the Shoppers because that hits the population that are supplying these clients.

Mr. Haste: If we move forward with this partnership, then Dan maybe there is a way to work with your website to get a link right to SCORE or do you have that already?

Mr. Robinson: We currently have that now and because of the partnership obviously people are knocking on our door asking for assistance, some of which we can give ourselves and some we have to refer. With Lou and SCORE's presence there it will be a simple match-up. Currently what occurs, as he alluded to this morning, is we schedule a once a week appointment with people that call in on anything relative to his type of venue. They come in once a week. This would make for a much more convenient operation. One thing we did meet with our Director of Facilities Maintenance, Edgar Cohen, and one thing that Lou's operation will require is a cubicle up to the ceiling with a locked door. The door won't necessarily have to be locked

during the day, but for privacy issues. That is basically the only real expense I could find and the cost of that was around \$3,900. That would be a fixed one-time cost. I can bring some more details back to the Board next week if that is appropriate.

Mr. Haste: Any further questions? (There were none.) I like the idea. Do you have something for us to take action on next week?

Mr. Robinson: Yes, I will work with Chad to have that placed on the Agenda.

**Susan Parry, Coordinator, Capital Resource Conservation & Dev. Area Council
Ed Chubb, Director, Parks & Recreation**

Involvement with the Capital RC&D and appointment of representative to the Capital RC&D Board

Ms. Parry: The purpose of my attending today is to essentially make sure that the Commissioners are informed about the Capital Resource Conservation & Development Council; which is a seven county non-profit organization that was started just in 2002. We were designated by the U. S. Department of Agriculture as the final RC&D area in Pennsylvania. We want to make sure that the Commissioners are informed about our activities, as well as, to ask for a representative for the RC&D Board from the County Commissioners. The County Commissioners appointed John Orr from the Conservation District when we first formed. He has resigned and I would like to ask that we receive an appointment from the Commissioners. Someone who could keep the Commissioners informed as to our activities. You did receive a packet of information about the RC&D. I could go through our activities for 2004 or entertain any questions that you may have about the RC&D.

Mr. Haste: When does the RC&D meet?

Ms. Parry: We have nine to ten meetings a year and you should have received a schedule of the meetings. We meet bi-monthly right now and hopefully in another year we would only meet quarterly. It has been very organizational up to now. We formed a non-profit. We have been meeting in terms of planning, embarking on our first five year strategic plan so it is important to have input now. I foresee in a year from now it will be quarterly meetings. We are housed at Penn State Harrisburg, within the Institute of State and Regional Affairs. We have created an alliance with them and have a lot of resources there at our disposal. Presently our meetings are conducted there in Middletown. We have discussed moving them around within the counties. The counties within the region are Adams, Cumberland, Dauphin, Franklin, Lancaster, Lebanon and York. We have three appointments to the Board from each county, a county commissioner representative, conservation district representative and a member at large. From Dauphin County, we have Patricia Powley as our Conservation District representative. Our member-at-large is Jay Book, a farmer from Dauphin County who has been involved in the Conservation District. We just accepted Ed Chubb as an Advisory Member to the Board from Dauphin County. We do also need an alternate.

Mr. Haste: You are looking for two appointments from the Board?

Ms. Parry: Yes.

Mr. Haste: I have all of that, but I don't have the schedule.

Ms. Parry: Are there any questions about our activities or the organization itself?

Mr. Haste: No.

Ms. Parry: You should have a list of the Board of Directors as well.

Mr. Haste: We have everything, but the schedule.

Mr. Hartwick: If it is appropriate at this time, because of your keen interest in the outdoors, as well as, your oversight and your many responsibilities that you currently have I would like to add one more to those.

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that Jeff Haste be appointed to the Capital Resource Conservation & Development Council; motion carried.

Mr. Haste: I do enjoy this. I will work on getting an alternate and will run it by my colleagues.

Edgar Cohen, Facilities Maintenance Director

1. Soda/Juice Vending Contract
2. Spring Creek Construction Items

Mr. Cohen: I just wanted to make the Commissioners aware of the soda/juice vending contract. The contract will end on July 31, 2004; which automatically renews without any notice. Back in 2000, the County did an RFP and Coca-Cola was the awarded vendor. Currently the County gets \$84,000 a year plus 50% of the commission that exceeds over \$140,000. I wasn't sure if you wanted to try to do another RFP to see if we could get a better deal than what Coca-Cola was giving us right now. If we choose to do so, we need to send a letter to Coca-Cola to put them on notice that the County's opting to do another RFP. Currently Coca-Cola holds our contract. There are no problems with Coca-Cola. There was some discussion about doing another RFP. Is that the direction that the Board wants to go?

Mr. Hartwick: Last time we did the 2000 bids, how close were they in the amount of proceeds that would be returned to the County?

Mr. Cohen: I'm pretty sure Coca-Cola blew them out of the water. Mr. Baratucci was involved in part of the bid package, can you give us any details?

Mr. Baratucci: Back then, we had a consultant to do that work although I was apprised of what they were doing. As Edgar mentioned, Coca-Cola did offer a very attractive proposal. They did pretty much beat the competition. Mr. Yohe went out to see if he could get some numbers for us. A good idea would be to take a look at the numbers to see if we are going over that guaranteed amount then I think it would be a good idea to do another RFP. If we are coming close to that amount we do have that guarantee.

Maybe you just want to authorize Edgar and myself to do the RFP if the numbers dictate.

Mr. Hartwick: If Coca-Cola has been performing an adequate service is there a reason to try to send them the message that we are not happy with their service?

Mr. Baratucci: It wouldn't be for me. I am a big coca-cola fan.

Mr. Hartwick: So am I.

Mr. Cohen: The letter states that we are pleased with the service, but it is the County's desire to do an RFP to see if we can get a better deal.

Mr. Hartwick: I would like to see what those numbers say and where we are at before moving forward with authorization.

Mr. DiFrancesco: I agree. I think we have to do our homework and get the numbers that are coming in the door right now so we can make an educated decision, but I think there is value to periodically put this out for consideration simply because what we are doing is signing a contract and allowing one company to have full rights to our facilities. Every now and then you have to decide if it is a good deal for the County or not. The numbers should show that.

Mr. Cohen: In 2003, we had over \$120,000 that was paid to the County. Our base line was \$84,000 plus an additional \$40,000.

Mr. Hartwick: If we go with someone else, so do the residents at Dauphin Manor, who may enjoy a Coke. They would be the ones that don't win in this effort having to go with another soft drink provider.

Mr. DiFrancesco: Think of all those people who wanted Pepsi for the last couple years. Actually, I am a Coke drinker. If you are going to give exclusive rights to one particular company over another periodically you have to evaluate that and decide. First of all, is there a market out there where someone else wants to compete to come in and serve? I firmly believe that all the companies out there will do a fine job servicing our needs. I don't question that at all. The question is for the right to have total exclusive access to all the County facilities there should be some benefit to the County as a result and in fact there is. Is that as good a deal as we can get and if the numbers show that, that is one thing, but if there is a question that maybe we could be getting a better deal I think we should go out and explore that.

Mr. Hartwick: Is this just for Spring Creek?

Mr. Cohen: This is for the entire County. I am not sure if we can put in the RFP that the County reserves the rights to reject all bids and may renew its existing contract.

Mr. Tully: The real problem is the time constraint. We are winding up the first three year period which absent a 90-day termination notice, which would be May 1, 2004, we

have an automatic renewal for another year under these particular terms. What Edgar wants to accomplish can't be done this year. We would have to plan it into the following year that we would actually do the RFP in advance of that deadline to see what is there. At that point, the RFP would be based upon an effective date at the conclusion of it, if you want to be able to reserve your right to keep what you have. The problem is that if you put the RFP out and you send them this notice they take that as notice of termination; which they have a right to do based upon the language in this contract. If the RFP's come in lower, we are going to be stuck with the lower RFP and not have the option of the guarantee that we have in place here. From the fiscal perspective, it might be more prudent to start the studying process, line up an RFP well in advance of next year. We have a one year renewal; which gives us enough turnaround time that we could actually think this through. I just don't see it being done effectively in a three year period.

Mr. Baratucci: I don't have the contract in front of me, does the contract say that both parties have to agree to renew. Does Coca-Cola have an opportunity to renew too, or is it strictly our choice?

Mr. Tully: Either party upon written notice at least 90-days prior to the end of the current contract year.

Mr. Baratucci: If we don't hear anything from Coca-Cola by May 1, 2004 then are they in agreement to renew also?

Mr. Tully: Yes. If we send this letter out they may just simply say that we accept that as a termination. We lose our leverage. The more prudent way of keeping the revenue amount would be to defer it a year so that you do the RFP in advance. Then depending on the response we either terminate and go with the new contract or simply follow through.

Mr. Haste: The current contract, does it renew every year?

Mr. Tully: From this point on, yes. It was originally a three-year period and then it is an automatic one-year per year thereafter.

Mr. Haste: That sounds like the wisest way to go.

Mr. Cohen: The second item is for Spring Creek. I handed you a packet which refers to Change Order #11. There are five change of event items that are in there. Out of the five, four of them have been completed by numerous subcontractors. The items are already complete. Cost of event #187 has not been completed. That is for the North side of the building facing Paxton Street. It was connected to the old wings where they were demolished. I checked the drawings and there is nothing in the drawings that called for work around the elevator shaft to finish the project. It was a freight elevator shaft and also the corner end of the connector where the wings were connected. Basically right now we have bare brick. The roof is separated a little bit from the foundation itself. They are proposing to do some roofing work, brick pointing and enclosing the freight elevator shaft. Also, behind the freight elevator, is where they

stored the bio-hazard waste products that they have to keep a certain distance away from the facility itself. There is no approval needed today. I just wanted to bring this up to the Board. Like I said, four of the five have already been completed. These figures have been discussed with Mike Yohe and he has them. Is that correct, Mike?

Mr. Yohe: Yes.

Mr. Cohen: When you drive past on Paxton Street what you see is an uneven brick layer, masonry work, which doesn't look good. Basically the designer of the first project was Brinjac, then of course Noelker & Hull took over.

Mr. DiFrancesco: I received this earlier today and obviously there is a lot that needs to be reviewed. It seems as though from what I have been able to gather so far is again there was a project specked out and I guess put on the table incompletely. I don't understand how you can have an unfinished wall that needs to be addressed through a change order. I will take the time to go down there and review and look at the building to see what is going on because obviously I have little bit of concern and a lot of questions on how projects around here get developed half way and need to have a change order to complete the project. My question Mike, what is the existing budget out there at the building? Are there still contingencies or is this new money?

Mr. Yohe: The \$12,000 is that included?

Mr. Cohen: No.

Mr. Yohe: We are in the process of trying to figure out exactly what is left. Again, this project, from day one, was not going to be completed within the confines of the bond and everybody was aware of that. The 504 Depreciation Fund was set aside to finish this project. I believe Mr. Tessier was on his own and he was monitoring that situation. There is money to finish the project.

Mr. DiFrancesco: You are certain of that? I know the information you have been getting has been somewhat sketchy.

Mr. Yohe: Yes.

Mr. DiFrancesco: I am very curious to see what the scope of work is in terms of the overall project and again how an entire wall could not be part of the finishing.

Mr. Cohen: The County representation, the people representing the County, I can see it happening because all they thought about was themselves. None of the Commissioners were informed as to what was going on out there.

Mr. DiFrancesco: One of the things that I talked to Edgar about and I will direct this to all staff present. Obviously, there has been a lot of concern with a lot of building projects in the County. I don't want to lose sight and I am hoping that somewhere there now is a central file being kept so we know what organizations did not meet our standard on these projects. So, going forward, when we do bid projects for work we

can go back and see who the responsible bidders are and who have proven themselves to be irresponsible bidders. Obviously there is a certain step of faith that we take when we hire professionals to represent us doing building deals. In fact if we don't have responsible people coming back or if they have proven themselves in the past to not cover us in terms of the scope of work then as far as I am concerned, I don't care how low their bid is, they are not responsible and we are going to pay a lot more in the end then we would upfront. I have a serious problem with that. Again this stuff must be kept on file, because it may not be this Board, it may be a future Board that comes in and wants to do something and that should be a record that they can go back and refer to when these people come in. At least to be able to ask the right questions and say have you covered all the basis. Can we expect that when this project is complete that we will have in fact a complete building and not have to go through a change order process.

Mr. Haste: Edgar, you say you don't need action on this?

Mr. Cohen: No.

Mr. Haste: Why?

Mr. Cohen: It can wait until next week.

Mr. Haste: How did change order work get done without approval of the change order? I was on the other side of this aisle and you didn't do work without the owner or the person that you are doing work for gives his approval. This is the second project and we have the same thing with the Courthouse. How does this happen?

Mr. Cohen: Actually, a lot of this is word of mouth. This was done before my time as in take over of the Spring Creek Project. I agree with you. The change orders should go through the proper channel.

Mr. Haste: Chad, if in fact we do another project, as long as I am on this Board, when we get the successful bidders in here I want them at a meeting right here where we explain to them the procedure on change orders. It comes to this Board before the work is done.

Mr. Saylor: I was going to suggest that maybe what might be in order, if you would like, to have someone come in from Alexander and have them answer the questions. It might be good to talk to them about the projects.

Mr. Haste: I think since there is a changing of the guard maybe it was okay in the past. I think we need to let everybody who is doing work for us to understand that we expect that a change order be approved before the work is done. When they are out there and basically what they are doing is spending our money; which is taxpayers money, without approval I don't know how that gets done. That message should be real loud and clear.

Mr. Cohen: I can have representatives here from Alexander for the next meeting to discuss these change orders.

Mr. Haste: Quite frankly, any other contractor that has the potential of doing a change order, I don't know who they all are right now, we should call them in here and let them know that change orders require prior approval. If it is an emergency there are ways to do that. There is a contact person that you go through and then it is done at the next meeting, not six months later.

Mr. Cohen: This should be the last wave of change orders that are out there. It should be. This is all that was presented to me.

Mr. DiFrancesco: What Commissioner Haste has said is correct. I am very curious regarding maybe case law or how this is handled. We have seen through the renovation project and now through this project where change orders were being done, even with the approval of one commissioner; which is by Statute impossible. How in the world, because it is easy for a vendor to sit out there and say that they got approval from a commissioner, they all know the law. They all know how their bills get paid and what process needs to be done. Legally, where do we stand. I think it is an absolute joke that people were allowed to operate outside of the law, the Statutory law, outside of the confines of the proper procedures laid down by law and there is no recourse. I don't understand that at all and I don't know how the taxpayers can understand that. Is there a case law on the matter? How does it get handled?

Mr. Tully: Clearly, we had discussions the way things appeared to have been done before in areas of oversight they were treated almost as areas of total authority; which is one of the first things this Board corrected when they came in. Oversight is an access for department heads to get information before the Board, but decisions are made by the Board and is implemented through the Chief Clerk and through that chain of command. That was not the operating procedure as best we can determine prior to this. There appeared to be in those areas of oversight one person was able to authorize and then the Board would somehow okay it after the fact. That is how that Board chose to do it. I would prefer not to comment much further on that in a public setting only because there is another matter on the horizon that quite possibly may be an issue of litigation that I have been placed on notice about and I will discuss that with you in executive session. I would prefer not to make any public statements about that which could adversely impact us in that case.

Mr. DiFrancesco: I look forward to the executive session.

Mr. Haste: These will be on next week's agenda?

Mr. Cohen: Yes, I will try to get Alexander here for next week's meeting.

Mr. Haste: These change orders need to be on the Agenda.

ITEMS FOR DISCUSSION

Mr. Haste: We have items A through F, with my understanding that Items A, B, C and F need to be voted on today.

- A. Adopt Resolution No. 12-2004 approving the financing of certain Pinnacle Health System Health Care facilities located in Dauphin County. **(**A VOTE IS REQUESTED 4/28/04)**
- B. Reappointments to the Dauphin County Planning Commission:
 - 1. John Kerchner (term expires 12/31/07)
 - 2. Peter Sedesse, Jr., (term expires 12/31/07)
 - 3. Daniel Tunnell (term expires 12/31/06)**(**A VOTE IS REQUESTED 4/28/04)**
- C. Local Emergency Planning Committee Hazardous Materials Emergency Response Preparedness Report for 2003. **(**A VOTE IS REQUESTED 4/28/04)**
- D. Quarterly Budget Amendments for the quarter ending March 31, 2004. First quarter figures for the calendar year and third quarter figures for fiscal budget.
- E. Exoneration of 2004 County & Library Taxes in the amount of \$555.20 for the Borough of Highspire on parcel #30-005-033, 213 Market St., Highspire, permitting the Borough to raze the building and place the vacant lot on the market for sale.
- F. Execution of Joint and Mutual Release with Whiting-Turner Contracting Company and authorization to pay the sum of \$338,670.79 on or before May 3, 2004. **(A VOTE FOR EXECUTION IS REQUESTED 4/28/04)**

Mr. Tully: Item F does not require a vote. That was actually voted on April 7, 2004. That was merely a notation that we have this signed Release from Whiting-Turner that just needs to be executed by the Commissioners. There is no need for an additional vote.

Mr. Haste: Are there any points of discussion on Items A, B and C?

Mr. Hartwick: I see David Disney is here. If I could just have them answer a few questions related to an item for the General Authority.

Mr. Disney: We have Mr. Feters and Mr. Franklin here also. We can answer any questions that you may have.

Mr. Hartwick: Being the oversight or liaison between the Dauphin County General Authority and this Board of Commissioners, last week was the very first time I had heard of any dealings with Pinnacle Health and the General Authority. I asked you last week specifically how long have you been in discussions with the General Authority with regards to this particular issue. This has nothing to do with whether or not we support the issue. It simply has to do with me in understanding the procedure and how things have been translated to the General Authority. Is that correct that you have had discussions with the General Authority?

Mr. Fetters: We have been in discussion with the General Authority regarding this financing for probably a month or so. The General Authority has two previous bond issues that they were also the issuer on back in 1999 and 2000. There were two previous Pinnacle Bond Issues that were done by the Authority.

Mr. Hartwick: I was shocked last week when I heard about this. I contacted Bill Hawk, who is the Executive Director of the Dauphin County General Authority and asked him if he was aware of the deal with Pinnacle Health and he said on the record "absolutely not". He had no clue. He was about as informed as me with the bond issue for Pinnacle Health. This really concerned me in the lack of communication. This Board, last night, was made aware of an article that is in the Philadelphia Inquirer about a \$100 million Bond deal with the Philadelphia School District; which again we were not privy to and we have no involvement in this. Thanks to Pinnacle Health in bringing the appropriate information forward to this Board, requesting a TEFRA Hearing, if it wasn't for that initiative we would have had no clue that the Dauphin County General Authority was in a position to do these large bond issues once again; which brings to light some more concerns for us.

We obviously are in a position that we need to have open communications with the General Authority and representation from this Board of Commissioners out at the Dauphin County General Authority in a way that is going to allow this Board to be able to examine these issues and appropriately make requests. Who were you involved with, through the process, in communicating to the General Authority?

Mr. Disney: Commissioner, we had been in contact probably as of three weeks ago with Counsel to the Authority. Counsel advised us that after an initial call and attempt to contact Mr. Hawk that they had the necessary information and they would transmit the information. We have had Counsel in the loop, both Mr. Zwally and Mr. Smida. They have been on a distribution list for documentation, resolutions for the last three weeks.

Mr. Hartwick: You can understand my grave concern with the Executive Director, who is supposed to be in direct contact with this Board of Commissioners, when I called, following the meeting last week, and asked whether or not he understood anything about this deal. He was completely in the dark and knew nothing about this discussion until I made that phone call to him; which led to the point where I guess Mr. Disney tried to call Mr. Hawk. I don't care what is going on, you need to find out and you need to give this Board the appropriate information as they come forward next week for us to be able to ask questions as we move forward with this hearing. I don't mean to use this specific case as a way to make an example of this concern, and this is not directed to Pinnacle Health, this is directed more to our position with the General Authority and the lack of information this Board has received and the direction that the Board has obviously taken without even communicating to this Board of Commissioners. I just wanted to thank Pinnacle Health for bringing this forward in the appropriate way. The problem that this Board has is we want to make sure that the General Authority remains focused. There was an article in the paper today about individuals who have made considerable amounts of money in dealings that existed outside of Dauphin County. We got the Hyatt Hotel deal. We don't need to be in competition with private industry. We need to make sure that the right questions are asked and answered and Dauphin

County and its credibility are not put in a position in the future that we are now going to have to answer to bondholders who have been misled and taxpayers that quite frankly are shaken by bad investments that are made. This Board has not had an opportunity to ask the right questions. Sorry to use you as an example, but I want to make it very clear that we are going to be actively involved in trying to communicate. I have been out to the General Authority. This Board has adopted a Resolution trying to get two additional members on this Board in order to have some representation and some communication. I assure you that this Board of Commissioners has the ability to set what the agenda is at the General Authority. I made it perfectly clear that none of these Board members had anything to do with those bad dealings, but they also have an obligation to communicate with this Board and to share the same philosophy and to make sure everybody is on the same page. That is my commitment from this day forward. We need to make sure that the General Authority is in a position to represent the best interest of the people and asking all the appropriate questions based upon financial information, philosophy and the ability to return revenue to Dauphin County's General Fund. That is the reason for the establishment of the Authority, particularly with the School Pools. If we just focused on the school bond pool we would be turning a great deal of revenue back to Dauphin County. Unfortunately, we have gotten involved in bad real estate ventures and it seems like there is nothing that is turning a profit. The taxpayers deserve full representation. We need to put ourselves in a financial position to help Pinnacle Health in situations where they need capital improvement money and we need to be able to invest in our community to provide adequate healthcare. I appreciate you answering the questions and also allowing me to express my concerns with the communications between this Board and the General Authority. Thanks.

Mr. Disney: We would like the Commissioners to be involved. We expect and are encouraged that you want to be involved in the project. This is a transparent project from our perspective and we will keep your counsel advised. We are happy to put your counsel on our working list so that every document and all final documents to be executed in the transaction will be available and that any Commissioner can have the opportunity to look at any of the documents. From our perspective, that is a better arrangement. If you are interested and willing to work with us, we think it will benefit everybody here. Of course, we think this is a great project for the County and is only going to benefit the County. We would love to have you on our working team.

Mr. Hartwick: Excellent suggestion, we would appreciate that and certainly look forward to hearing more about the project.

Mr. Haste: How did the TEFRA Hearing go this morning?

Mr. Disney: The meeting was held this morning at 8:00 a.m. Some of the concerns that Commissioner Hartwick just expressed were expressed at the meeting about documents not being presented. As I just mentioned, we had to work through counsel and as soon as a decision was made that the General Authority was the best choice given the prior bond issues, we asked counsel if the Authority would be interested and the expression to us was that they would be. There is going to be a lot of documents yet to be developed and prepared. We don't have a final draft of the Official Statement. We told the Authority that all of these documents would be available and we told each

member of the Authority that if they each desire we would put them on the distribution list. We want to assure them, as I just indicated, that this is a very transparent transaction.

Mr. Fetters: The TEFRA Hearing itself, there was no public participation. It was very brief.

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco to approve Items A, B and C, as indicated above; motion carried.

SOLICITOR'S REPORT

Mr. Tully: I have nothing to add to the final report that was just distributed and would be happy to answer any questions.

Mr. Hartwick: Item #9, the PILOT Agreement with PHFA and the City of Harrisburg. Does that include payment in lieu of taxes back to the County, as well as the City or is this just an agreement with PHFA and the City of Harrisburg?

Mr. Tully: That is actually on my agenda to review in detail and I will get you the information. That was a recent add on.

COMMISSIONERS' COMMENTS

Mr. DiFrancesco: Yesterday was obviously Election Day and there was some question as to how the new rules and the State law would impact the day. I am happy to say that Mr. Chiavetta and his staff, as well as, the folks in the IT Department did a wonderful job throughout the day. We had very little problems. I think for the most part there were no real glitches at all. The public was pretty well educated in terms of the changes in the law that required the identification cards and everybody handled the provisional ballots well. Normally my day ends at 8:00 p.m., it is a relief when you go back and sit and watch the results and relax for a little while, the most nervous part of my day was last evening when all the computer boxes started coming in. Everything went off without a hitch. I just want to commend all those involved, Steve, Tom Guenther, Jeff Cepeitz who had a very direct impact in getting the numbers from the election return machine onto the website in a very timely manner. I believe we had nearly all the results on by midnight or shortly thereafter. I just want to commend them for a job well done.

Mr. Haste: We also need to thank the local election boards, who actually were the ones on the front line dealing with any questions on the provisional or the new laws and they did a great job.

Mr. DiFrancesco: They did a fine job. I don't know, as the other Commissioners traveled around the County if they were talked to about certain issues of compensation, but I know that every single precinct that I walked into yesterday, I got the same message. Somebody has a very centralized lobbying effort going on and I understand there is a State bill right now moving through the process that would give us the

opportunity to increase compensation for those individuals and then of course it would have to come to us and we would have to decide if it is appropriate.

Mr. Haste: Out of all the places I went to that only came up once, but it was very strong in the one.

Mr. DiFrancesco: There were two issues that came up yesterday and that was one of them and it was consistently at every stop.

Mr. Hartwick: The IT Department also deserves credit for being here late last night. One thing just with Tax Assessment and we talked about mentioning this today – are we doing all we can to try to avoid another Helen Shue situation in Dauphin County? We currently inquired and directed the Area Agency on Aging to cross reference the tax sale list with the Tax Assessment Office noting that each one of the seniors should be looked at and we need to do whatever we can to notify them appropriately before any property comes up for sale as a result of delinquent taxes. We have the technology to do it. We are actually going through individual by individual. We need to provide notification to them. The second thing that was brought to my attention today was actually a 1996 decision in the law that showed that local tax collectors also have an obligation to notify seniors, 60 and older, of any delinquent taxes for the current tax year. I don't believe that notification was made by those tax collectors. We are asking the Board of Commissioners to allow the Tax Assessment Office to send out to the tax collectors the notification; which according to the law says should be marked in bold saying "your real estate taxes have not been paid on time and a penalty has been added to the amount you owe. The property for which the taxes have not been paid is your primary residence and if you are 60 years of age or older please contact the Area Agency on Aging (providing a Dauphin County number) for assistance". I don't know if that is also being done, but we want to make sure.

Mr. Haste: That is currently on the notices.

Mr. Hartwick: According to Steve this morning that was not part of the notices.

Mr. Howe: What notice is that?

Mr. Haste: I have seen that notice on documents.

Mr. Dick: We send out notices in October/November to the people who have not paid their taxes. We get that from Tax Assessment. That is the City of Harrisburg only. The other tax collectors should do it, however, not all of them do. We have had some situations that have occurred recently where the notices weren't sent out until January/February after that period. I think that takes a little education on part of the local tax collectors. I wanted to ask Commissioner Haste, I noticed there was a law passed and I think you sponsored it when you were a legislator indicating that if the taxes go into a delinquent phase and we believe that they are 60 years of age or older then we recommend that they talk to the Area Agency on Aging. I think to try to get some relief, I am not sure what happens. When I talked to Shirley Gallagher at that

time, she indicated well what do you expect me to do? We can't pay their bills. This is to avoid the Helen Shue type incident.

Mr. Haste: I made myself a note to pull that legislation. You are right I had sponsored in the past a piece of legislation. It was all because of an incident on Market Street. I think it required some action by the district justices as well, if it came before them.

Mr. Hartwick: What can we do? We can obviously match individual seniors that have difficult situations with the appropriate areas that may provide them relief, notify family members and try to get other individuals involved to assist them in paying their taxes. We need to do that on a case-by-case basis. Hopefully that will be some of the new direction in the Aging Office. If there are some tax collectors who do this and if there are some that are not doing this, send out a letter reminding them that this is the law and that they should be including this on their bills and notifications.

Mr. Haste: That should be done.

PUBLIC PARTICIPATION

Mr. Haste: We are at the point in time again for public participation. Is there anyone in the audience that would like to address the Board?

Mr. Saylor: I would like to bring two items to your attention. On Saturday, from 9:00 a.m. to 1:00 p.m. is the Solid Waste and Recycling Department's Community Recycling Day for old computers, televisions, electronics, etc. That is taking place at HACC at the West Parking Lot off of Industrial Road.

On Sunday, Fort Hunter is opening the Spring and Summer Season with Garden Faire. It is a free Victorian celebration with live music, etc. That is rain or shine from 10:00 a.m. to 4:00 p.m. along the river.

Mr. Haste: Just a reminder that we have Retirement Board; which will start in approximately five minutes.

ADJOURNMENT

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Meeting adjourn.

Transcribed by: Richie Martz

Respectfully submitted,

Chad Saylor, Chief Clerk/Chief of Staff
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