



DAUPHIN COUNTY BOARD OF COMMISSIONERS

COMMISSIONERS' WORKSHOP MEETING

WEDNESDAY, NOVEMBER 10, 2004

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/Chief of Staff; Bill Tully, Esq., Solicitor; Marie Rebuck, Controller; Robert Dick, Treasurer; Gary Serhan, Deputy Controller; Guy Beneventano, Esq., Assistant Solicitor; Chip Vance, Esq., Assistant Solicitor; Randy Baratucci, Purchasing Director; Edgar Cohen, Facility Maintenance Director; Carolyn Thompson, Esq., Court Administrator; Faye Fisher, Personnel Director; Kay Sinner, Personnel; Scott Burford, Assistant Administrator Spring Creek; Sharon Way, Personnel; Marty Nevil, EMA; Dave Sheaffer, EMA; Robert Wentzel, EMA Director; Melissa Ventrecz, EMA; Kevin Nelson, EMA; Christopher Fisher, EMA; George Connor, Economic Development; Melanie McCaffrey, Solicitor's Office; Diane McNaughton, Press Secretary; Lena Martinez, Secretary; Mike Pries, Security Director; Dan Robinson, Economic Development Director; Jena Wolgemuth, Commissioners' Office; Julia E. Nace, Assistant Chief Clerk

GUESTS PRESENT

Jack Sherzer, Patriot News; Tony Subbio; Dennis McEnamy; Janine Park; Tim Reardon; Jim Szymborski; Brad Pifalo; Suzzane Cassel; Bradley Jones; Ginny Harris; Tom Smida; Chuck Zwally; Bill Hawk

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 six sets of meeting Minutes that we'll approve at next week's meeting.

PUBLIC PARTICIPATION

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

PERSONNEL

Ms. Sinner: In the personnel packet, we have the vacancies listing. I would ask that you pull the first item. We're not going to request approval to fill that position at this time.

Mr. Haste: Randy, what is yours? There is one listed as a full-time warehouse equipment operator. Is this the one replacing the guy that went to Adult Probation?

Mr. Baratucci: This is just a request to post, is that correct, Kaye? That is for the gentleman that moved from our warehouse over to Adult Probation. He started Monday of this week. This is just a request to post. We were going to fill it quickly but decided to post it.

Mr. Haste: Thanks.

Ms. Sinner: There is a new hires listing and a changes listing. I also included in the packet the 2005 pay schedule and the 2005 holiday schedule for approval.

Mr. Hartwick: Just so the Board is aware, I'm still waiting for some answers for #2 on the new hires listing. I'll give you an update next week.

Ms. Sinner: I have an overtime request for the Prison and the overtime reports. I also have an addendum to the packet. It includes a vacancy listing; new hires listing; and changes listing.

Mr. DiFrancesco: We need to address Item #1 on the changes listing.

Mr. Haste: Is there a motion?

Mr. DiFrancesco: I make a motion to approve Item #1 on the workshop changes addendum listing for November 10th.

Mr. Haste: Is there a second? Motion dies for the lack of a second. Is there anything else?

Ms. Sinner: No.

PURCHASE ORDERS

Mr. Baratucci: You should have all received your report yesterday. This is the first one under our new system. It looks different but has the same information. The only item that has a budget issue is on page 2. We will be working through that between now and next week.

This is an amount that Steve Howe and Tom Guenther have been involved in. This is the amount that they have come up with that is due for the reassessment project. After all the discussions with Manatron, this is the total amount that I think is due. From what I understand, they are going to pay parts of this as certain parts of the project get finished. This is a lump sum that will probably not be paid out before the end of the year. I wanted to be safe to have it encumbered just in case everything does get done. They will be monitoring it and pay out as the work is completed and to our satisfaction. Mike is going to review it between now and next week to see what the appropriate amount is to put into the account. We'll have it fixed up by then.

Mr. Haste: This is a not to exceed?

Mr. Baratucci: This is a not to exceed and a final amount. There was a paper attached to the request that spelled out all the money that we paid and all the associated amendments. This is the amount that they determined including the retaining, etc. This is the maximum of what we would owe according to Steve and Tom. They've had meetings with Manatron and identified this amount. It's only going to be paid in increments as the project parts are completed to their satisfaction. I think Steve said he would meet with Commissioner Hartwick to go over the idea. This is mainly to get our paperwork in place to be able to pay it as the bills come through and the guys are satisfied.

Mr. Hartwick: Clear direction was given, too, that we need to figure out ways that we are not beholden to anyone as we move forward in the future, looking for other software, opportunities so that we are not held over the barrel for another Act 72 that comes down the road. We need to have other alternatives, and confidence in other folks to interface with our current system. This is the final tally of what we owe.

Mr. Haste: I would assume before we make any of these payments Steve and Tom are going to make sure we get what is promised in the contract.

Mr. Baratucci: Exactly, that's the determination in making the payment. It is going to be sent in increments. They're going to determine that we have received what we were supposed to before any payments are made.

Mr. Hartwick: I would like to even go one step forward and make sure the Board finally ratifies every bill that is submitted in the final amount.

Mr. Baratucci: These bills go directly to Steve so I would suggest that you as oversight or somebody instruct Steve.

Mr. Hartwick: I got it.

Mr. Baratucci: Everything else on the report is okay budget wise and they are there for discussion and approval next week.

TRAINING PACKET

Mr. Haste: There is no training packet today.

DEPARTMENT DIRECTORS/GUESTS

A. Commissioners

- 1. Presentation of Certificates to Marty Nevil and Dave Sheaffer of Emergency Management Agency.***

Mr. Haste: At this time we would like to call upon Robb. Would you bring your staff forward? I'll turn the mic over to Nick.

Mr. DiFrancesco: We have two presentations to make today. We're proud to make the presentations because these two individuals have given a very high degree of proficient service to this County for a number of years. We're sad to make the presentation because these two gentlemen have for one reason or another decided to move on to some additional things or at least change their duties to a degree. On behalf of the Board, we wanted to take a moment to congratulate two gentlemen this morning on a job well done for the citizens of Dauphin County. I'll read the certificates. There is also

a letter included that is more personalized. For the purpose of the public meeting, I'll read the certificates.

The first one is presented to Dave Sheaffer. On this 10th day of November, 2004, in grateful recognition for his committed membership to the HAZMAT Team over the past ten years and his devotion to public safety and service displayed throughout his tenure. His level of participation, dedication, reliability, and dependability makes him a role model, first responder in the public safety community. We thank him for his extraordinary service to Dauphin County and its citizens.

As I understand, you are not completely checking out, that you will continue to have responsibilities; just maybe a little less on the administrative formal responsibilities. We thank you for that. We wanted to praise you for the service that you have given this County. It certainly has been meaningful and has impacted this community in a very public way.

The second presentation goes to Martin Nevil. In grateful recognition of his committed membership and exemplary leadership to the LEPC for over the past fifteen years and his devotion to public safety and service displayed throughout his tenure. His level of dedication, reliability and dependability is an asset to the community. Under his leadership a strong organizational foundation has been laid within Dauphin County LEPC. We thank him for his extraordinary service to Dauphin County and its citizens.

I'm further pleased to say, Marty, you have had a very distinguished career in so many different ways in serving the residents of this County, but even more than that the residents of the Commonwealth and I guess you could argue the residents of the nation. We appreciate all your effort.

I'm proud to say you both served Lower Swatara and we both are residents of Lower Swatara Township. That gives me extreme pride as well.

With that I would like to give these certificates to you. (Applaud and pictures taken)

2. Check presentation to the Harrisburg Saint Patrick's Day Parade Association in the amount of \$2,000 from Tourism Grant Fund.

Mr. Hartwick: It gives me great pride and I guess I should say, "Top of the Morning" to the representatives of the Saint Patrick's Day Parade. We have money obviously available for tourism related activities. One of those activities that we have formed a proud partnership with is the St. Patrick's Day Parade Organization over the past several years. This is not just a St. Patrick's Day Parade event, it has become almost something that is a year long series of events that continues to keep together the community that is very tight knit and gives everybody a reason to come together and celebrate for the specific perhaps of being Irish and proud of it in Dauphin County. The Harrisburg St. Patrick's Day Parade Association is a non-profit organization founded for the purpose of organizing and producing the St. Patrick's Day Parade in Harrisburg,

Pennsylvania. The Parade is supported by volunteer donations from many Dauphin County individuals and businesses. The Parade draws visitors to downtown Harrisburg for the celebration of both the Irish culture and the anticipation of Spring. Hopefully, it will be a little warmer this year. It was freezing last year for the parade. The \$2,000 grant award will help offset the cost of the parade. Here to accept the check is Dennis McEnamy. (There was a check presentation and pictures taken.)

Mr. McEnamy: I would like to thank the Commissioners; the County and all the participants in the parade association. It gives me a great deal of pleasure to be here today. This is really a kick-off for the fundraising. I hope this coming year's parade is going to be all that we expect it to be, bigger and better than last year. I want to take a moment to say thank you to each and everyone.

B. BILL HAWK, DIRECTOR; CHUCK ZWALLY, ESQ.; MICHAEL BOVA OF THE DAUPHIN COUNTY GENERAL AUTHORITY

1. *Restructuring of debt for Dauphin County Highlands Golf Course.*

Mr. Haste: I met with Bill and others the other day and asked them to come before the Board. They have a financial situation that they want to bring to our attention.

Mr. Zwally: I'm Chuck Zwally, Solicitor for the Dauphin County General Authority. With me today are Bill Hawk, Executive Director and John McShane, who is a representative of Arthurs Lestrangle, the financial advisor and they have also acted as investment banker for the Authority on various projects.

We are here today to make a proposal to the Commissioners in connection with the restructuring of the debt of the Dauphin Highlands Golf Course. As you know, the Dauphin Highlands Golf Course is a project which is currently owned and operated by the Authority. It was undertaken by the Authority approximately ten years ago at the request of the Commissioners.

Mr. Haste: Previous Board of Commissioners.

Mr. Zwally: Yes, actually the previous Board of the Authority as well. As you probably also know the debt applicable to the Golf Course project is guaranteed by the County. Of course any restructuring of the debt will require your approval. We handed out to you an outstanding debt schedule. Let me review it briefly and then I'll ask John to explain what we are proposing to do.

You will see that there are two columns of outstanding debt. One is indicating, 1993 that was the original issue; and 2003 that was our prior refunding issue. The 2003 bonds are typical bonds that are issued with the principal amount and interest accruing currently.

The bonds under the column of 1993 are what are called capital appreciation bonds. These were issued at the original time of the financing of the initial project. They are what are also called accrued coupon bonds. These bonds do not require the payment of current interest, interest accrued or to put it another way the value of these bonds accrete. As you hold these bonds over time, the value, let's say you purchased the bond for \$1,000, the value of the bond will go up so at the time of maturity if you bought a \$1,000 bond you would be paid back \$5,000 or whatever the amount is indicated based upon the length of time that you held the bonds.

That is the problem which is presented to the Authority. You will note that while our current debt service, and that is the third column, is at a level of about \$600,000, looking at 2005, going up to approximately \$700,000 in 2008. That debt service starts to substantially increase in 2009 from \$740,000 to over \$1 million in 2019 to year 2023. It is the problem of meeting these future increases in annual debt service that presents us with a problem. Since the inception of the golf course in operations, revenues have been insufficient to cover operating expenses and debt service. As a result, the Authority has taken surplus funds from other projects and has applied these funds in advances towards the cost of the golf course. As of today, those advances total approximately \$1,900,000. The problem is that while the Authority is able currently to make advances to meet these costs, we have no assurance that as these amounts increase and looking at the years 2010 going out into 2023, that there will be sufficient funds available from the Authority in order to satisfy the debt service. Of course, if there is not, as you know there was a potential to call upon the County in order to pay debt service on the bonds.

The Board Authority has despite some publicity to the contrary been able to first of all deal with its underperforming project and has been able to maximize earnings on its performing in successful projects. But as you know, the Authority's source of revenues is only from its existing projects or new projects which it may undertake. There is no assurance that funds to provide surpluses to cover costs or deficits of the golf course are going to be there into the future. There are a number of factors that may well restrict earnings from other projects into the future and for this reason what we are proposing is a restructuring which will bring the debt service on the golf course annually down to a level which we believe is manageable that will require either no or small advances of other funds to cover those costs. This will involve of course an extension of the debt.

Another problem is that these bonds, the 1993 bonds in particular, are not callable. In order to restructure, we are required to deposit funds from a new bond issue in escrow that will be sufficient to pay off these bonds as they mature. With that background, I'm going to ask John to explain to you what we propose to do. We will then be happy to respond to any questions.

Mr. McShane: I think Mr. Zwally painted a great picture of the past and moving forward we knew that there would be a problem currently with the debt service in meeting those debt service projects based upon current revenues. In fact even with today's revenues

we knew the Authority would be making contributions not only this year but the forthcoming years. The only way to solve this problem is through restructuring. Knowing that a restructuring today costs more or less than a restructuring either yesterday or tomorrow depending on where interest rates were. It was from our advice to the Authority that we start to move forward on a project like this today knowing that interest rates are already at near a forty year low making it a lot cheaper for both the Authority and the County. With that said, what we want to do, we want to bring the debt service down to a level that can be met without a contribution from either the Authority or the County based upon current revenues from the golf course. When we do this you'll see that based upon these revenue projections, there will be a sustainable project without any contributions. Moving forward to do that, any golf course will always need a built-in suspenders type of guarantee. That is why we are coming back to ask the County for their guarantee on this particular project. That is the only way it will be complete even though we do not expect based upon the new debt service structure to hit the County in the future. Unlike Mr. Zwally had talked about these past bonds which were accreted bonds which are not callable, we would anticipate putting on the new project a ten year call which would allow both the Authority and County to revisit this project after a ten year period and analyze the debt service projections and decide whether or not they want to make any more contributions to the project to take any debt load off or rather to restructure again at that time. At least with this restructuring, you'll have more options in the future to better manage the project. Moving forward in order to capture rates while they are at an all time low, we would like the County to offer the guarantee at their next meeting. This will enable the Authority to issue bonds into the market place within the next month. If we could meet that timeframe, we can at least be locked into the projections that we have provided to the Authority. Anything beyond a month or two months is an unknown. We want to take away any unknowns as possible with this project. That is the background to the debt and what we would hope to do in the near future.

Mr. Haste: Even with this, if my memory serves me correctly this is just really buying us some time unless revenues increase substantially. Was it 2014 or somewhere like that, we are back at not as bad but a similar situation and I think that is part of the reason why you want to have the flexibility, is that correct?

Mr. McShane: That is correct because if you look at revenue projections as they are today, I believe the current deficit in the next ten years if nothing is done, it is going to be about \$1.5 million. Over the length of the bond issue if nothing is done, the current deficit based upon current revenue projects will be about \$4.5 million. Under this restructuring for the next ten years, there will be no deficit. Revenues from the golf course will support the project. After that ten year period, we want to revisit the debt service and we'll have a ten year call and we will be able to re-evaluate to see whether or not we can restructure at that time to come up with a better solution. Again based upon the current level and the way it was originally structured, there is no structure that will allow the Authority and the County to be 100% sure that this will be a self-sustaining project after the ten year period. This will allow them the flexibility to at least buy themselves the time of ten years and also the golf course the flexibility to increase their

revenues over that time period. These are merger projections in revenues so anything above and beyond that could be banked and could be used to pay down the debt after ten years.

Mr. Haste: 2015 is the year that we will start having that problem again. What assurances do we have or can we have that in fact if there are surplus revenues, that they are in fact banked for the debt? How do we make sure that we're doing what we need to do?

Mr. Zwally: This restructure will make some revisions to the guarantee agreement between the Authority and the County. We'll be working with Bill Tully and his staff on that. The current guarantee agreement and the future guarantee agreement directs the use of surplus funds. In fact, it gets to a point where if there are sufficient surplus funds and no other application for them, I believe there is a division between the County and the Authority. It is either 90-10 or 75-25 or something like that. 90-10, the County would be getting 90 and the Authority 10%. We never reached that point of course. That will be covered by the guarantee agreement.

Mr. Haste: Make sure Bill looks at it. When we did the backing of the incinerator, we wanted to make sure that certain precautions were in there. Bill, do you have anything to add to it?

Mr. Hawk: I think Chuck and John covered it very well. The restructuring allows us the opportunity to level out the debt.

Mr. Haste: Why don't you speak to the other ways that you are trying to bring down expenses and increase revenues?

Mr. Hawk: Of course you know the golf business is a very weather sensitive type of business. Just for the record, I looked in the paper this morning and found that the average rainfall for a year is 35" and so far we've had 48" which severely affects the amount of golf that can be played at any one given time. I've looked at the revenues and our revenues from 2002, 2003 and 2004 remained relatively consistent within a couple thousand of dollars of each other.

What is interesting however is that the average income per round has steadily increased from \$41.78 in 2002. We are up now to \$49.67 per player per round. That's with a very modest increase in the cost of the round of golf essentially \$2.00. Some of the things that we are doing, we took a look at staffing last year. We are taking a look at staffing again this year. We find that we can really run the Pro-shop during the winter time with two people, the general manager and the head golf pro. We do keep the pub manager on but with the understanding that she is available to work as many as 60-70 hours during the summer's peak season. Come winter we can give her some compensatory time off but in the times that she is there, we can also juggle staff so that we can use her to supplement the counter sales in the pro-shop. I think the other thing that is interesting is that during the winter months when we do cut back staff and we

have two employees that we do furlough. They go on unemployment during that period of time. But it also gives our head pro and our general manager the opportunity at that point to do such things as sell new business, book tours, see salesmen, do pricing upgrades, etc. We're cutting back the staff. When we met the other day, I said that we had seven people that we keep on during the winter. We can now run that with about five or six. That's again cutting back on those kinds of things.

The other thing that I think is significant as the pro-shop continues to gain more notoriety, we've increased the merchandise in the pro-shop over the last couple years. It increased from \$120,000, we're now up to \$160,000. The number of rounds of outing golf, we've gone from 120 outings per year, we're now up to around 150. If we can just increase that by another 7, 8 – 10 outings per year, we'll add a significant amount to the bottom line.

The other thing is we're taking a very serious look at the equipment and how we can maximize the use of the equipment. You have to bear in mind, we have seventy golf carts. They were purchased used. They were about 5-6 years old when we bought them. Last year was the first time that we bought any golf carts. We only bought 10. During those winter months, we maximize our staff to do the maintenance repairs to make sure the equipment needs can be met affectively to keep those units in operation for as long a period of time as possible. We're looking at those things. It may be a nickel and dime on the surface but we are looking at other areas of cost savings such as health insurance and is there any further areas that we can cut in staff. I think one of the other things that we do in the winter time and we've done throughout the season is to hold back on our support staff or our part-time staff that we use as rangers, starters and those kind of people. For example, this time of year it is no need to keep a starter on staff. There is no need to keep a ranger on staff. When you are getting this time of year with this kind of weather, maybe only 40-50 rounds in the course of a day, obviously you don't have to worry about start times and you don't have to worry about pace of play. All those things lead to cut backs in staff so that we can maximize the income level. Hopefully, that gives you a general overview.

Mr. Haste: Are there any questions?

Mr. Hartwick: I think that I can speak for the Board philosophically and for the General Authority Board that there is no way that we should be in the golf course business.

Mr. Hawk: We don't disagree with that.

Mr. Hartwick: We find ourselves in a challenging spot with a great deal of debt service. I think the first question that I have is, why is this the only project that has been chosen to be guaranteed by the County versus any of the other projects that the General Authority has undertaken?

Mr. Zwally: I think the reason is that it could not have been done without the County guarantee. I also was not the Solicitor at the time at the County when this project was

done. I do recall when it occurred there was some division on the Board but two of the Commissioners did want the project to proceed and therefore, it did proceed with the guarantee. The General Authority could not have financed it without the County guarantee.

Mr. Hartwick: The second question, was the potential renovations to the upstairs of the golf course considered in this particular financing package and why is it not considered?

Mr. Hawk: I think for the obvious reason is that we do not want to put ourselves or the County in a position where we have more debt than what is reasonable. I think what we are trying to do is level out that series of debt. In order to do the upstairs, it is going to take probably anywhere between \$500,000-750,000 to do an adequate job. It really just depends on how much you want to do. We're going to have to make the bathrooms ADA compliant. We're going to have to make a decision on what you want to do with the kitchen, do you want to have it a full service, do you want to have it a serving kitchen, etc. It is all going to increase the level of debt service.

Mr. Zwally: If I can speak for my Board, I don't think they are convinced at this point in time that is feasible. Obviously, you are going to take that type of investment only if you are reasonably sure that you can generate additional revenues to cover the cost. Frankly, if the Board of the Authority does do it they shouldn't be coming to the County Commissioners and asking them to guarantee that debt as well. I think its got to be done on a stand alone basis. Perhaps you could even convince an operator to come in and do it on a lease basis. I think there are a number of ways to attack that, that the Board has not yet explored. At this point in time, I don't think the Board believes that should be a part of this financing.

Mr. Hartwick: One of the things that we try to look at is any potential other opportunities within County government to create revenue. That is obviously one area that I see that there is potential for the creation of revenue if it is done appropriately and correctly. You know what, the underlying goal from the Board is to ultimately get rid of this golf course from under the County control and to try to put it in a position to be as attractive with this debt service which makes my eyes blink. To be sold in the future you want to try to put it in the best possible position that means adding value in areas where you can maybe produce additional revenue down the road.

Mr. Zwally: Believe me Commissioner, I think we're all in agreement on that. There have been a number of studies and we're continuing to look at it in terms of improving that facility to see if it can generate additional revenues.

Mr. Hartwick: Just for the record, renovations are still being considered but just not through this issue?

Mr. Zwally: Yes, that is correct.

Mr. DiFrancesco: I understand you were approached of the possibility of borrowing some golf carts by the Mall for the Bass Pro opening and I understand that was actually shot down.

Mr. Hawk: I got a call from the township manager from Swatara. The last time we loaned out carts they came back in an unusable condition. We're just afraid with the condition of the carts now we just really can't afford to be three or four carts down.

Mr. DiFrancesco: Given this is coming from the municipality, I would strongly recommend that you would take a look at that again and put in place certain protections, if need be, or understanding that they would pay for damages. Given the amount of resources that are going to be needed, it seems like that is a worthwhile use to consider and I would appreciate if you would take a look at it again.

Mr. Hawk: I will talk to Mr. Cornell and we'll explore that further.

Mr. Zwally: We would appear at your meeting next week and will have documents before hand so Bill and his staff can review them. If there are any questions in the meantime, please feel free to contact me.

Mr. DiFrancesco: How quickly will you be looking at and putting together some sort of formal plan for the upstairs and whether or not that's viable?

Mr. Hawk: Commissioner DiFrancesco and I have talked and we've had a gentleman over to look at it and we do have two cost estimates. They range and that is why I gave you the figure \$500,000-750,000. It just depends on how extensive you want to do the renovations.

Mr. DiFrancesco: I'm not so concerned about the renovations as much as I'm looking toward future potential revenue and the viability of the building.

Mr. Hawk: One of the things that we've done and I've asked Ray Mott to put together a proforma. He has done that and I promise I will get that to you.

Mr. DiFrancesco: I think we both agreed that was maybe not as a formal proposal as.....

Mr. Hawk: You know it was the first run at it. I think there are some things that we need to consider, the additional revenues that you are going to get from various sources, such as reunions, fundraisers, weddings, etc. Anything that you generate from a golf standpoint is going to have to be attributed to the pro-shop. I think we have to tweak it a little bit. Certainly, it is a great facility. It has been used in the past very successfully. We don't want to lose the opportunity. If it really makes sense and as Mr. Zwally said, if perhaps we could do it with outside funds or an outside source to do some participation or partnering with us. That is all on the table.

Mr. DiFrancesco: I just want to say that at least in my base line and I agree with Commissioner Hartwick that ultimately the County needs to get out of this business. Bottom line is, I never, ever, ever, want to call on the taxpayers to pay debt on a golf course when that payment may cause somebody to lose their house.

Mr. Hawk: We couldn't agree more.

Mr. DiFrancesco: We need to do everything that we can to maximize the revenue. I want to be certain that we are moving very quickly in order to do that because it is a resource and I realize it takes a lot of investment to make useable. There is a good chance if somebody comes in and puts some guarantees on the table that it will still generate some profit. At this point any profit is better than no profit.

Mr. Hawk: I'll have the first run of that projected proposal and I want to put some of my notes with it so that you'll have my thinking on it currently. I will see that you get it within the next couple of days.

Mr. Hartwick: I would appreciate seeing that as well, Bill.

Mr. Hawk: I will.

C. Jim Szymborski, Director; Tim Reardon, and Janine Park of the Dauphin County Planning Commission

1. *Presentation of the Dauphin County Comprehensive Plan*

Mr. Szymborski: With me this morning I have Tim Reardon, our Associate Director; and Janine Park, our Senior Planner. We would like to give you a briefing on the draft of the Dauphin County Comprehensive Plan.

Last year we completed and adopted a Regional Growth Management Strategy and a Regional Long Range Transportation Plan.

This is the County Comprehensive Plan that is prepared in conjunction and one of the major implementing plans for the County and our forty municipalities. We are required by law to have this plan prepared and adopted. The previous plan and current plan was adopted in 1992. I would like to say that all of those plans were prepared in-house by the staff without the use of consultants and using primarily federal planning funds that in most cases amounted to about a 90% grant. We were paying about ten cents on the dollar. We'll continue to make every effort to use those types of planning funds as we maintain the plan. As I said the plan is required by the municipalities planning code. It is a guide to our municipalities in the County to give them direction on their planning programs. We are about to go out to the public and make presentations and receiving input from the public, municipal officials as well as the private sector. We have passed this through the Dauphin County Planning Commission. We are now going to give you

a briefing so you have a heads up and have an idea what we are taking out to our municipalities.

Major compliments of the plan are housing, community facilities, community services, transportation, and most importantly future land use plan.

So with that Janine will give your briefing.

Ms. Park: I would like to begin with what a comprehensive plan is. Janine explained the Comprehensive Plan. (A draft of the Comprehensive Plan is on file in the Commissioners' Office)

Mr. Hartwick: I would like to ask a question between the difference of owner occupy versus renter occupy. I see the breakdown in the County is 65-35. Is that normal in counties of similar size or do we have a large number of rental properties in comparison to actually owned properties?

Ms. Park: I actually have not compared it to other counties. I found out that it remained constant from the 1980's to 2000 for our County.

Mr. Hartwick: I know the need for Section 8 Housing and people on the waiting list continue to grow disproportionately. Have you done anything to sort of outline what the needs are and what we need to do in order to accomplish and meet those needs?

Ms. Park: That is up to the Redevelopment Authority. They have been made aware of our findings and I think they were somewhat surprised to see the amount of people that were cost burdened.

Mr. Haste: Can we go back to the Housing Plan? When I looked through this the Housing Plan and goals and objectives look fine, but I couldn't find any where we said what we were going to do to address these objectives?

Ms. Park: That is in the strategies. You don't have the strategies in your packet. There under the housing plan probably some twenty strategies of how we feel it should be directed. There are goals and objectives and there are strategies to implement those goals and objectives.

Mr. Haste: Is it possible for us to see those strategies?

Ms. Park: Yes, we will be getting that to you.

Mr. Haste: If there are things that we can or should be doing or if there are things the municipalities should be doing and we're out there talking to them, it would be nice for us to know that so that we can help advocate them. If we adopt this plan, it becomes our plan. I would like to know how we are going to be doing what we said we would be doing.

Ms. Park: We will be getting that to you.

Mr. Haste: That is more important to me than this. Once we adopt this, then I need to know what we should be doing.

Mr. Szymborski: Our intent this morning is just to give you a brief presentation without going into detail so you have somewhat of an idea of what we have discovered and what we will be taking out to the public. We will actually provide you with a draft copy of the plan so you can see all the strategies associated with all the elements. We're attempting to do this in fifteen minutes this morning.

Mr. Hartwick: Going through a comprehensive plan, the implementation strategy and strategies are the critical component otherwise you have a document sitting on the shelf. Those two things would be the most important thing for me to see as well. What is the strategy and what is the implementation of the plan in order to make sure these things are realized. As soon as you can get them to us, we would appreciate it.

Ms. Park: We will do that.

Mr. Haste: When I was looking at the zoning something popped in my mind. Jim, are you in contact with the new organization that has been formed in the upper end, that Jim Hepler is the President of, Upper Dauphin Regional Revitalization Project?

Mr. Szymborski: Yes, we've met with them. We're not completely connected with them yet. We have made several trips in the northern end visiting with the COG's as well as corresponding with school districts encouraging them to enter into multiple municipal plans. Memos to the municipal officials encouraging them to take a close look at economic development opportunities in northern part of the county.

Mr. Haste: I would ask that somehow you get them in your loop. The County has made a significant commitment to it. In fact, we are funding 50% of a staff person, the executive director of this program, to try to make sure that this program moves forward in some of the problems that we've seen there in the insulation of this community versus this community.

Mr. Szymborski: We've also distributed the County Department of Community and Economic Development brochure with a memo to all the municipal officials encouraging them to work with us as well as the Department of Community and Economic Development in looking at the economic and development issues and opportunities in the upper part of the County. We're also connected with the New Baldwin Corridor initiative working with that coalition and municipalities. In fact, we have identified that the New Baldwin Corridor and I guess you can say from the northern part of Harrisburg down through Steelton to Middletown as the primary economic development area in the entire region.

Mr. Haste: If you would call Jim Hepler....

Mr. Szymborski: We will.

Mr. Hartwick: They have their first public meeting on Saturday and several others scheduled.

Mr. Reardon: I would like to add two comments. You heard Mr. Szymborski reference a Regional Growth Management Plan that was adopted last July, 2003. I also heard you mention earlier today about maximizing investments and that is the intent of the Regional Growth Management Plan, is to try to maximize the investment that has already been made in the public infrastructure whether it be water or sewer, transportation, public transportation, community facilities to try to focus the growth in those areas where we can achieve additional capacity in the existing system. That is the focus on the future land use plan as being implemented through the Dauphin County Comprehensive Plan.

The second thing is, so that you understand where we are in the time line. We are required to have a public hearing of which we are not ready for yet. We are looking forward to the public involvement into this Comprehensive Plan. We want to give you the heads up so that when we go out to the public to get ideas for some implementation, strategies or how people feel these things might work, that you are on board with where we are in the process. We have what we feel our strategies and actions; however, we want to hear what the public has to say. We will then accumulate all of that data, put that together in a final draft document and come before you and request permission to go to our mandated 45 day public review process. But we are still in the process of collecting data and to enhance some of those strategies that is partially why you did not receive the full packet today. It is not complete.

Mr. Hartwick: What is your strategy in order to gain public involvement?

Mr. Reardon: We have what we call in our office "the PEPI plan" Public Education Public Involvement and that indicates a number of methods that we can use under different strategies to collect public involvement, if we have a nominal group technique maybe or if we go out for a presentation. The best way to do that is to collect the most practical data. So we will be using different techniques as we go around the County to collect the data and assemble it into the final document. We hopefully will be back before you requesting permission at the beginning of 2005 to go out to our official 45 day public review with the hopes of being here sometime in the middle of March for your adoption.

Mr. Hartwick: Could you do me a favor and give me your schedule as to how you plan to try to gain public involvement, what your plan of action is?

Mr. Szymborski: Yes, we will.

Mr. Haste: Are there any other questions?

Mr. Saylor: Commissioners, I was told that our presenters from Highmark have a time schedule. Some of the presenters have other things they need to get to. Both Brad and Scott have graciously agreed to step aside to allow them to present the wellness program.

D. DR. PIFALO AND SUZANNE CASSELL WITH HIGHMARK

Michael Fesche: I appreciate the opportunity to present the Highmark's Wellness Program that we would like to implement for the County and the County employees for the purpose of improving the health and well-being of the employees and ultimately improving the cost performance of the benefit plans.

Today with me is Dr. Pifalo. Dr. Pifalo is a Board Certified Cardiologist and he is the head of Highmark's Health and Wellness Program. Dr. Pifalo is going to give some information today about our programs and about the value of these programs. We will try to do this in a very abbreviated fashion in ten minutes or less even though it is normally a half hour presentation. Please feel free to ask any questions as we move ahead. I will turn the program over to Dr. Pifalo.

Dr. Pifalo: I would like to thank the Commissioners as well as Sharon and Faye with whom I met with last week for arranging to hear what we have to say.

Because we're abbreviating this, I'll skip some slides. I hate to do that but we're going to have to.

Fundamentally, it is our position that if all we do is to try to control or contain medical care costs. You're fitting a losing battle against these three demographic and technological trends. People are getting older and as they do, there is more time for them to contract serious life threatening illnesses. Medical progress continues and the associated technology that it brings is expensive. What we don't hear as much about are health adverse behaviors. It is indeed the behavior of the individual that ultimately determines his or her state of health with direct or indirect health care costs that he or she will experience throughout life.

These are the main drivers of health care costs. Cardiovascular diseases are responsible for 41% of all deaths in our country and they are largely preventable. Followed in a distance by cancer responsible for 23% of all deaths. Chronic obstructive lung disease, largely on the basis of smoking is a preventable cause of disease and disability. Last in epidemic proportions is diabetes. These are the numbers. By 2020 over half of the population will suffer with at least one of these major chronic conditions. Unfortunately, they are occurring in younger and younger people. Currently 60% of overweight 5-10 year old children already have either high blood pressure, high cholesterol or type II diabetes. 25% of those 5-10 year olds that are overweight already have two or more. The tragedy is that within 15 years of diagnosis of high blood

pressure, high cholesterol or diabetes, people have their cardiovascular event, heart attack, chest discomfort, a need for a by-pass or angioplasty. Historically this has happened in people in older ages. But now that we are seeing risk factors in 5-10 year old kids, add 15 years to that and we're starting to see heart attacks, strokes, need for by-pass surgery and angioplasty in people in their late 20's and early 30's. This will have a major impact on us as a society. Those people are in the health care system requiring medications, hospitalizations, and procedures for decades longer than they historically have.

The good news is that the vast majority of these illnesses are preventable. This slide shows you the methodology that we employ with any of your employees who elect to participate. This is voluntary. We are in the business of defining the risk of the individual of developing a serious chronic health condition. Our goal is to prevent them from ever developing that condition. Once they've had a heart attack by definition they have advanced disease. Once diabetes is declared they have advanced disease. Obviously once cancer is diagnosed the person has advanced disease.

Our job is to define their risk for those entities and prevent it from ever happening. We do that with an individual health risk assessment. It is a 35 question health risk questionnaire that people would do on paper or online. We supplement that with biometric screening. We do a blood test for cholesterol and glucose and a blood pressure check. With that we create an individual personal wellness plan. It defines each of your employees' greatest health risk along with tips on how to address that risk. It is mailed directly to the individual. No one in your organization except that individual sees it. It is seen by fewer people than your own medical records in your doctor's office. What the employer will see is an aggregate corporate risk report which would lead to the affect of, for example 70% are at high risk for developing coronary heart or cardiovascular disease, maybe 60% are at risk for cancer, 23% smoke, that sort of thing. With that information then, we provide targeted interventions that are available either by way of the telephone, online or in class room settings that address the specific risk levels that we have defined in your population. Then we come back a year later and repeat the whole screening again. So it is based on the scientific method of defining risks, addressing it, and then re-evaluating the impact that we've had.

Mr. Haste: Does genetics enter into this at any point?

Dr. Pifalo: I'm glad you asked because it is our next topic. Historically, Commissioner we've been taught that genetics are the leading reason why people develop these diseases. But in the last several years, the topic has been revisited and indeed it has been found that if you look at the seven major modifiable risk factors for cardiovascular disease and cancer, that indeed 92% risks that given individual has of developing a heart attack or a stroke is on the basis of behavior and not on the basis of genetics. Only somewhere between 8-25% of an individuals risks of these serious illnesses are on a basis of genetics. People can have a family history of say heart disease and an individual can inherit that risk but that's all they have, the risk. They don't actually inherit the disease itself. For example, you could have a terrible family history in which

everybody was dead at the age of 40 of heart attacks. But you the individual maintain a healthy weight, get some exercise, don't smoke, make sensible nutritional choices, it is profoundly unlikely that you the individual will ever develop cardiovascular disease. A good example is Jim Fitts, the runner who died in his 50's, well when he died of that disease, everybody said look there, here is a fellow who was a runner, had a great diet, he had a perfectly healthy lifestyle but he died young anyway. But the rest of the story is, that everyone else in his family died at the age of 41 or under. He added at least a decade to his life by virtue of lifestyle.

The other point is nothing that we recommend for your employees is difficult or gorgonian. The fact is there either people who eat a sensible diet, a Mediterranean style diet, exercise for thirty minutes for three days a week, don't smoke and are moderate to the use of alcohol. They can decrease their risk of cardiovascular disease by 83%. Women who follow those four perimeters can decrease their risk of type II diabetes by 91%. Men who follow those four perimeters can decrease their risk of colon cancer, a horrible disease, by 71%.

I would like to show you some interesting research that proves that work site health promotion is effective not only for health but it decreases direct medical claims costs as well as the indirect costs that are out there and are hurting us as a society but you don't feel as directly as you do the claims costs. In 1997 at the University of Michigan, Dr. Edington studied 796 employees of the steel corporation. They underwent the exact same methodology that we present to your employees that I've just showed, of defining risks, intervening and then redefining risks. Over the course of three years, they've found that those employees moved from a low risk category into a high risk category costs on average of \$734 per year more in direct medical claims costs. Conversely, your employees who started at high risk but moved to low risk saved on average \$129 per year. This tells us two things; that indeed direct medical claims costs follow risk the way we define it but also that the greatest bang for your wellness dollar, the greatest service you can do to free your employees is to keep low risk at low risk. Once they have drifted into a higher risk category, they already have defined disease. They've hurt some of their organs. It always costs more in pharmaceuticals, hospitalizations, and procedures. You can never get them back to that ultimate low risk category again. Although it pays to do so, the most laudable goal is to keep people who start at low risk in the low risk category.

There are both short to long term payoffs to what we do. There are several studies that look at direct claims costs over just the course of 18 months and found that several of the perimeters that we addressed particularly smoking, exercise, and weight management can have dramatic improvements and effects on direct claims costs over the course of just 18 months. There are others that take longer.

With respect to indirect costs, which you need to know are the greater costs associated with poor health. You feel the pain of your premium costs and of the direct claims costs of your employees. Industry research shows that the indirect costs from absenteeism and presenteeism decreased productivity at work are on average two to three times the

costs of your direct claims costs. In some industries they're ten times as high of greater costs. This study again at the University of Michigan looked at risk as defined as we do with a personal health risk assessment and compared it to the use of workers' compensation. Indeed 85% of the workers' compensation claims costs at the Zerox Corporation occurred in people who were at either medium or high risk. Only 15% were in those people of low risk.

Looking at short term disability days. The same phenomenon was observed. People who did not engage work site wellness had a progressive increase in their use of STD days over the course of two years. Those who did engage it, had a progressive decrease in their use of short term disability days over two years. STD "short term disability". Those are the main things that I want to point out. You need to know that the work that we do is based upon some of the most prestigious institutions in the United States. This study for example was done by Harvard Medical School. It looked at the impact of a work site wellness program on absenteeism, presenteeism, and critical incidence among a wide variety of people including reservation agents, customer service representatives, executives and railroad engineers and found that regardless of the industry, regardless of the geographic location, the same illnesses impacted people the same illnesses drive up direct and indirect medical claims costs. The same interventions at the work site whether they are manual labors or knowledge workers the same interventions decrease their risks and decrease the associated costs. With that we're delighted to present to you the opportunity for Highmark to provide these services to your employees. It is a value added service on part of the company. We have an entire team of people that will help your staff deliver these services.

One caveat to all of that is, that wellness is not something that I can go to one of your locations and do to the employees there. Wellness is something that has to grow from within the organization. We're experts at leading organizations into a culture of wellness. It has to come from within. Therefore, we need your support, your buy-in on the concept of wellness and that has to trickle down to all of the employees. In that regard, my staff is available to guide your people every step of the way. But we do need an internal group of people that will champion this. We call it a Wellness Committee. It usually consists of eight to twelve people hopefully representing all levels of the organization. These people don't have to have expertise in the field of health promotion but they have to have an interest. They are the heart of the wellness project and they will guide it. We'll train them. We'll be at their side for as long as we need to be and gradually hand the program off to them with our ongoing supervision.

With that, I would be delighted to take questions. I've given you a very abbreviated summary of what we do and how we do it and what the outcomes are.

Mr. Hartwick: There was some conversation that I had with relation to structure of the actual committee. I want to participate and serve on the committee as well. There was talk whether we have this benefits committee and if it should be the same committee. It would be my proposal that we have a separate committee specifically designed for wellness that doesn't intermix their use and concentrate solely on this purpose. I see,

Diane, is nodding her head and maybe she wants to serve as well. I know this is something that we've felt very strongly about. I know Commissioner DiFrancesco has made it very clear about the investment in wellness and it is something that we are ready to move forward we're going to be working diligently with you and look forward to the experience that you have in implementing the strategy. I know you have the full support of this Board. I want to make sure that message is loud and clear to the employees.

Mr. Haste: I would also like to commend Nick. When we started this discussion on benefits, I think Nick and I had a discussion and I said wellness ready doesn't mean anything to me. It is in the process of coming up with our plan. It is through Nick's perseverance that I saw the benefit of it. I do think it is a good thing.

Dr. Pifalo: I would welcome the opportunity to come back and give you a more thorough understanding of how this works. It simply on the surface but you need to know that getting back to your question about genetics, it plays a part, it sets the stage but really comes down to the behavior of the individual that determines whether or not these diseases will develop. Therefore, the only way to cure or avoid them is to change that behavior. It is a science. Wellness is an applied science. There is a methodology to it. I'm pleased to say that the folks with whom I work are the best I've ever worked with in that regard. We're confident that we can make a difference for you.

Mr. Hartwick: We'll be back with getting the structure together and ready to roll.

E. BRAD JONES, HARRISTOWN DEVELOPMENT CORPORATION

Mr. Jones: The Harristown Corporation wants to give you a brief overview of what project we would like to apply for some funds through the County. This is our intern Jean Harris who is studying international politics and working with us. I want to give her a full view of how Dauphin County government works. She's had quite an education this morning. She is going to Hungary after her semester here in Harrisburg. She probably wouldn't be here interning at Harristown if it wouldn't be involved with the International House Project.

We have been working very closely with the staff of the Economic Development Office. They have been extremely helpful and extremely resourceful to us throughout the term that I've been with Harristown. I want to thank the Commissioners for your support on many of the projects done. I would also like to thank Dan Robinson, George Connor and Skip Memmi. They have been very resourceful and we appreciate that.

The funding that we are applying for is a past through funding which comes through the County through a program called Brownfield's for Housing. It is basically monies that the State puts aside through DCED to be used for redevelopment type projects and specifically for housing and redevelopment projects. You are familiar with the program. We've been involved with it since the beginning along with the City of Harrisburg. We would like to apply for about \$130,000 of funding in this allocation for 2004/2005

Housing Allocation through the County. The County is normally the applicant. All counties generally participate with a few exceptions across the state. What we want to do is have this money go towards the residential expansion of the International House. We are developing a series of buildings along the corner of Third and Chestnut Streets. These are blighted structures that are very close to the hub and the International House buildings along Chestnut Street. You can see the picture of the vacant lot on the corner. There is a multimillion dollar expansion of the International House but a partnership with Harrisburg Area Community College to build a culinary restaurant using our affiliate company the Harrisburg Hilton as the operator of that restaurant but also in a partnership with HACC to bring culinary students into this restaurant to work, to get practical experience and to learn how a restaurant really operates. This is a familiar theme that has worked very well in other cities. York has one right now. I think it is on North George Street. The project itself will create about 15 jobs and add another 34 units to the International House concept. The project will be called International Place. It is a combination of the restaurant and the International House expansion and also some retail outlets, a bakery and butcher shop. We will also be operating in partnership with HACC. They also have classes, pastry chef type classes. They are going to help us prepare the goods that will be available to the community. I heard a gentleman talk about the Mediterranean style food which is good for you and the wellness program. I believe Bill Cole our general manager of the Hilton is very involved in the restaurant. This way you can seek a healthy diet if we move onto it. In essence what we are doing is a project that will total \$7 million project. This project is ready to go. We expect a guy to get it started here in the next two or three weeks before winter starts. Hopefully the residential portion of it will be complete by the end of August next year and have the restaurant open in concert with the culinary school curriculum in January, 2006.

I would be happy to answer any questions. It is an exciting project. It is the biggest project that we have done since the Hilton Hotel.

Mr. DiFrancesco: Would you be willing to host a tour?

Mr. Jones: Sure, anytime. I brought some packets of information on the presentation itself. I didn't want to take up too much of your time this morning. Also, I have some additional information of what we do at the International House. There are an array of programs and would be happy to give you a private tour anytime you want.

Mr. Hartwick: Thanks for your call and explanation.

F. SCOTT BURFORD, ASSISTANT ADMINISTRATOR OF SPRING CREEK

1. Presentation of the Resident Handbook.

Mr. Burford: I'm here this morning to present the Spring Creek Resident Handbook to the Commissioners. Basically, I'll give you some background information. Spring Creek has historically provided residents and families with a handbook upon admission to the Center.

Approximately a year and half ago Spring Creek identified a need to improve and update that handbook. A committee was established to review the current handbook and make any changes necessary. The purpose of the handbook is basically as I mentioned to provide families with general guidelines, general principles of expectations of responsibilities when they do enter the Center. It is not intended to be an all inclusive handbook. For instance, it doesn't include every policy and every procedure that we follow at Spring Creek. Those types of issues are shared with the families at Care Planning Conferences, etc. Again, it is a general handbook.

This handbook that we have presented has been worked through several committees at the facility level. It has also been reviewed by the County Risk Management Department as well as Special Counsel. Those suggestions made by these various groups have been incorporated in the handbook that you have.

With that said, I would like to touch on just a couple of issues within the handbook. It does reflect the new mission statement that has been adopted by the facility based subcommittees. They worked tirelessly I should say on this project. They are very proud of it.

I would like to open it up for any questions that the Commissioners may have.

Mr. Haste: You gave us a draft a couple of weeks ago. Are there any major changes from that or is it basically the same?

Mr. Burford: Basically the same.

Mr. Haste: I think this is great for our residents.

Mr. Burford: I'm very comfortable with it. Our plan is to send this onto the print shop and move forward.

Mr. Haste: When do you think we will be giving it to the residents?

Mr. Burford: My hope is by January 1, 2005 probably after the holidays. Holiday season is very busy as you well know and January 1 looks like a good target date. That will give the print shop an opportunity to produce the document and give us an opportunity to share it with others.

Mr. Hartwick: I would like to thank you for the time you spent yesterday with me. Obviously putting what was some tough information in a timely fashion, I appreciate your diligence.

ITEMS FOR DISCUSSION

Mr. Haste: We have the following items for discussion. I believe the only item that we need to take action on is item A?

Mr. Saylor: If I may make a request, drawing your attention to item E. It is the Medical Expense Reimbursement (MERP) Plan which we have been discussing for sometime and has been a subject of presentation before you. Sharon is working diligently to prepare for the benefits fair which are coming up and she would very much like to include the MERP information as part of that. To do so, we would need to have approval on this today. Given the fact that we have had a lot of discussion on this, I thought I would present that to you as a last minute request to approve it today.

Mr. Hartwick: I'm fine with it.

Mr. DiFrancesco: Fine.

Mr. Haste: Is there a motion to approve Items A & E?

It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco to approve Items A & E; motion carries.

- A. Approve a bid from JBeitz Enterprises, Inc., in the amt. of \$96,430.00 for emergency removal of flood debris from 28 bridges in Dauphin County.
(A VOTE IS REQUEST 11/10/04)**
- B. Appoint Dr. Michael Barton to the Board of Trustees for Fort Hunter.
(Replacing Jeffrey Roof, whose term expires 12/31/04)
(Dr. Barton's term will expire 12/31/07)
- C. Reappoint Delores Liptak to the Board of Trustees for Fort Hunter as representative of the Friends of Fort Hunter. (Term will expire 12/31/07)
- D. Authorization to waive a 10% penalty to 2004 real estate taxes to Dr. Alexander Kalenak for parcel #24-076-053-000-0000, in the amt. of \$168.94.
- E. Service Agreement for Medical Expense Reimbursement (MERP) between Dauphin County and Alpha Benefits Administrators, LLC.
- F. Initial Retrospective Audit Agreement between Dauphin County and Agelity, Inc., to perform an RxAnalyzer Audit.
- G. Emergency Water Program Agreement with DS Waters Management at Spring Creek.
- H. HIPAA Agreement with WellSpan Health regarding Spring Creek.
- I. Proposal to audit Tax Collectors internally.

SOLICITOR'S REPORT

Mr. Haste: Bill do you have anything for the Board?

Mr. Tully: I have nothing to add.

Mr. Haste: Are there any questions for Bill? (There were none.)

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR

Mr. Saylor: I have one brief item that I would like to bring to your attention. It's reference to Item I under Items for Discussion. The audit committee has looked at a number of things including how the County currently audits the tax collectors. Mr. Serhan has put together a proposal that will allow us to more effectively audit our tax collectors through an internal process. It will save us significant money. We are looking to spend about \$39,000 to do this in a less effective manner. So that will be money we will not have to spend. The details of the proposal are before you. They have been reviewed by the Solicitor. His comments are included as well. All that is for your approval next week. The entire audit committee does support this proposal.

COMMISSIONERS' COMMENTS

Mr. Haste: Are there any comments by the Board?

Mr. DiFrancesco: I would like to announce publicly that the Board will be entertaining a program inviting people to send pictures and mementos of county veterans for a Dauphin County Veterans Memorial Board or even active duty memorial board downstairs. We will be sharing that with the press.

PUBLIC PARTICIPATION

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

ADJOURNMENT

It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick to adjourn the meeting; motion carries.

Transcribed by: Julia E. Nace, Assistant Chief Clerk
November 10, 2004
printed 1/28/05