



DAUPHIN COUNTY BOARD OF COMMISSIONERS

WORKSHOP/LEGISLATIVE MEETING

JANUARY 4, 2012

10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

J. Scott Burford, Deputy Chief Clerk; Marie E. Rebeck, Controller; Janis Creason, Treasurer; Joseph Curcillo, Esq., Solicitor; Carl Dickson, Director of Parks & Recreation; Mike Yohe, Director of Budget & Finance; Kay Lengle, Human Resources; Faye Fisher, Director of Human Resources; Jack Wright, Human Services Director's Office; Fred Lighty, Esq., Human Services Director's Office; Randy Baratucci, Director of Purchasing; Amy Richards, Press Secretary; Gary Serhan, Deputy Controller; Leila Brown, Solicitor's Office; Brenda Hoffer, Commissioners' Office; Julie Mackey, Commissioners' Office; Abby Gabner, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

(None)

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:11 a.m.

MOMENT OF SILENCE

Everyone observed a moment of silence.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

APPROVAL OF MINUTES

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the December 14, 2011 Workshop Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

There were no executive sessions held between meetings.

PUBLIC PARTICIPATION

(There was none.)

DEPARTMENT DIRECTORS/GUESTS

(There was none.)

SALARY BOARD

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

HUMAN RESOURCES

The grade on Personnel transaction #29 should be 02 instead of 03.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve the Personnel Packet, as amended.

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

PURCHASE ORDERS

There were no purchase orders for approval.

Mr. Baratucci indicated that he will have purchase orders to approve at the Workshop Meeting on January 11, 2012.

REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR

Mr. Yohe presented the following report:

Report from the Office of Budget & Finance January 4, 2012

- **December 23, 2011** transferred **\$2,287,190.72** to the **Payables** account from the County's Concentration account for checks issued that week.
- **December 30, 2011** transferred **\$2,576,315.43** to the **Payables** account and **\$1,992,358.93** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **Wire Payments since last report: \$2,311,049.93**
- **Debt Service Payments since last report: \$0.00**
- **Total Term Investments**
 - 4/21/11 - **\$10,045,961.92** 12-mo. CD - Susquehanna Bank – **0.750%** - matures 4/19/12
- **Balance today in PA INVEST account #2100017144860: \$1,378.31 rate 0.050%**
- **Balance today in Susquehanna Bank investment account #119002023: \$21,073,696.06 rate 0.250%**
- **Balance today in First National Bank investment account #97014743: \$5,000.91 rate 0.520%**
(This rate equals today's PLGIT-Class interest rate of **0.020%** plus **50 basis points**)
- **Balance today in Integrity Bank Money Market Checking account - #2206001209 - \$24,150,079.84 rate 0.560%**
- **Balance today in PNC Bank investment account #5004319839: \$1,075,949.24 rate 0.200%**
- **Balance today in Graystone Bank investment account #1610000596: \$251,172.94 rate 0.650%**
- **Balance today in Metro Bank investment account #0536557523: \$101.44 rate 0.120%**

No T.R.A.N. Line of Credit required for 2012.

Several questions were raised with regard to the low interest rates and the purchase of certificates of deposit. Mr. Yohe will be looking into the purchase of certificates of

deposit at a later date. The banks need to weigh the cost of collateral versus what they are paying us.

REPORT FROM CHIEF CLERK/CHIEF OF STAFF – J. SCOTT BURFORD

The Deputy Chief Clerk had nothing to report.

SOLICITOR'S REPORT – JOE CURCILLO, ESQ., SOLICITOR

The Solicitor's Office reviewed the items that are listed for approval. There were no questions.

MATTERS REQUIRING BOARD ACTION

- A. Training Packet.
- B. Satisfaction Pieces for:
 - 1. Que X. Nguyen and Men Thi Nguyen on the property located at 434 Hale Ave., Harrisburg, PA 17104 - \$3,500.00.
 - 2. Maria Merriweather on the property located at 658 S. 2nd St., Steelton, PA 17113 - \$2,288.00.
- C. Bailment and Tax Collection Services Agreement between Dauphin County and Charles Fultz, Tax Collector.
- D. Purchase of Service Agreement between Dauphin County and Ticket Turtle for online service to purchase tickets, merchandise and gift certificates for Dauphin County Parks & Recreation events and programs.
- E. Certification for authorizing use of 9-1-1 Funds.
- F. Highmark, Inc. OPL Recovery Services for a Subrogation lien settlement.
- G. 2012 Hotel Tax Disbursements:
 - 1. Friends of International House-Harrisburg - \$2,000
 - 2. Camp Curtin Memorial-Mitchell United Methodist Church - \$3,050
- H. Approve the award of a local share gaming grant in the amount of \$97,629.28 to East Hanover Township, consistent with the First Amended and Restated Memorandum of Understanding with East Hanover Township and the recommendation of the Dauphin County Gaming Advisory Board.
- I. Adoption Assistance Agreements #2011-52, #2011-53, #2011-59, #2011-61 and #2011-62.
- J. Addendum #1 to Purchase of Service Agreement between Dauphin County and the YMCA of Greater Harrisburg.
- K. Emergency Shelter Grant Agreement between Dauphin County and the Commonwealth of Pennsylvania Department of Community and Economic Development.

- L. Long-Term Structured Residence (LTSR) Agreement between Dauphin County and the Cumberland/Perry Mental Health/Intellectual and Developmental Disabilities Office.
- M. Grant Application for a Paul Coverdell Forensic Science Improvement Grant to the Pennsylvania Commission on Crime and Delinquency.
- N. Contract for Services between RSR Appraisers and Analysts and Dauphin County for an appraisal on the Herbert Schaffner Youth Center.
- O. PEMA Circular C2011-05 regarding Emergency Management Performance Grant Annual Submission.
- P. Ratification of the Appointment of the Chief Clerk, Laura E. Evans, Esq.
- Q. Ratification of the Appointment of the Solicitor, Joseph Curcillo, Esq.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items A through Q listed above under Matters Requiring Board Action.

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

FORMER BUSINESS

(There was none.)

NEW BUSINESS

(There was none.)

COMMISSIONERS' DISCUSSION & ACTIONS

The Commissioners congratulated the staff for a great job with the Inauguration Events.

CORRESPONDENCE

The following correspondence was received and will be handled by the staff accordingly.

- A. Notification from CET Engineering Services advising that the Lower Paxton Township Authority is applying to DEP for a General NPDES Permit for the installation of observation tees and replacement/repair of approximately 364 laterals and building sewers at the Forest Hills Development off of Linglestown Road.
- B. Notification from HRG advising that Londonderry Township is applying to DEP for a General Permit #11 for the Foxianna Road Structure Replacement in Londonderry Township.
- C. Receipt of an Order from the PA Public Utility Commission regarding the Application of UGI Central Penn Gas, Inc. for approval to begin to offer, render, furnish or supply gas

utility services to the public in the additional territories of Centerpoint Borough and Jefferson Township, Berks County; Silgo Borough, Clarion County; Wayne and Woodward Townships, Clinton County; Jackson, Jefferson, Lykens, Rush and Williams Township, Dauphin County; Milford Township, Juniata County; Cold Spring and East Hanover Townships, Lebanon County; Mount Jewett Borough, McKean County; Decatur Township, Mifflin County; Lehigh Township, Northampton County and Cass Township, Schuylkill County, Pennsylvania.

- D. Notification from Act One Consultants, Inc. advising that Yingst Homes, Inc. is applying to DEP for a NPDES Permit for stormwater discharges associated with the development of a 32.9 acre tract into 108 condominium units in West Hanover Township.
- E. Notification from Larson Design Group advising that the Porter Tower Joint Municipal Authority is applying to DEP for a NPDES Permit for the Wastewater Treatment Plant Upgrade Project in Williams Township.

PUBLIC PARTICIPATION

(There was none.)

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz