



**DAUPHIN COUNTY BOARD OF COMMISSIONERS**

**WORKSHOP/LEGISLATIVE MEETING**

**JULY 14, 2010**  
**10:00 A.M.**

**MEMBERS PRESENT**

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

**STAFF PRESENT**

Chad Saylor, Chief Clerk; Marie E. Rebeck, Controller; Janis Creason, Treasurer; William Tully, Esq., Solicitor; Gary Serhan, Deputy Controller; J. Scott Burford, Deputy Chief Clerk; Mike Yohe, Director of Budget & Finance; Randy Baratucci, Director of Purchasing; Tom Guenther, Director of IT; Dave Coldren, Prison; Mike Madden, Prison; Dave Schreiber, Personnel; Kay Lengle, Personnel; Fred Lighty, Esq., Human Services Director's Office; George Connor, Community & Economic Development; Amy Richards, Commissioners' Office; Leila Brown, Solicitor's Office; Terry Kaufman, Solicitor's Office; Danielle Vayda, Solicitor's Office; Brenda Hoffer, Commissioners' Office; Kacey Truax, Commissioners' Office; Jena Wolgemuth, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

**GUESTS PRESENT**

Gene Stilp, Mary Barnowski, Matt Kemeny, Brittani Palmer, Delvert Palmer and Michael Thomas

**MINUTES**

**CALL TO ORDER**

Mr. Haste, Chairman of the Board, called the meeting to order at 10:18 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. DiFrancesco that the Board approve the June 29, 2010 Special Meeting Minutes, the June 30, 2010 Workshop Meeting Minutes and the July 7, 2010 Legislative Meeting Minutes; motion carried.**

**It was moved by Ms. Rebeck and seconded by Mr. DiFrancesco that the Board approve the July 7, 2010 Salary Board Meeting Minutes; motion carried.**

## **EXECUTIVE SESSIONS HELD BETWEEN MEETINGS**

Mr. Saylor: Commissioners, we met this morning in Executive Session to discuss personnel matters and litigation.

## **PUBLIC PARTICIPATION**

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

## **DEPARTMENT DIRECTORS/GUESTS**

### **A. Dauphin County Commissioners**

#### **1. Proclamation – Brittani Palmer – Miss Virginia Union University**

Mr. Hartwick: Brittani, would you please come forward and have a seat?

I have a great opportunity today to recognize an individual who has been in contact with me and is from Steelton, Pennsylvania. Today gives me a distinct honor to be able to further expand my pride in recognizing somebody who has brought great recognition to herself and to this region. She has represented herself as a young lady, great student and great role model. She has been recognized by her peers at Virginia Union University in a way that deserves recognition here in Dauphin County, Pennsylvania. We asked Brittani to be here today, along with her family and pastor to be able to allow

this Board to honor her in a fitting fashion. We have prepared a Proclamation for you today.

(Mr. Hartwick read the Proclamation.)

*Office of County Commissioner*  
**Dauphin County, Pennsylvania**

**Proclamation**

*We, the Dauphin County Board of Commissioners, are truly honored and deeply proud to join with her family members and many friends in recognizing Steelton's own Brittini L. Palmer as Miss Virginia Union University;*

*Whereas, upon her arrival to Virginia Union University, Brittini instantly became one of the university's emerging leaders as the Treasurer of Hartshorn Hall Council and an active member of the Step Team, Homecoming Committee and University Choir;*

*Whereas, only a junior at Virginia Union University, Brittini serves as the President of the campus's NAACP Chapter, a volunteer at Manterfly Youth Development, an English tutor and a feature writer for the campus newspaper all while maintaining an impressive 3.49 grade point average;*

*Whereas, this 2007 graduate of Steelton-Highspire High School, 2006 Homecoming Queen, exceptional student-athlete and National Honor Society member is truly a winner in every sense of the word;*

*Whereas, daughter of proud parents Delvert and Veronica, avid reader and writer, and consummate honor student, Brittini is also well-known for her bright, wide smile and witty sense of humor;*

*Therefore, we join the 256,000 residents of Dauphin County in lauding the much-admired and multi-talented Brittini L. Palmer as Miss Virginia Union University; we truly wish her enduring success as a Mass Communications and Journalism major and beyond; we applaud her devotion to personal excellence and community service; and, in honor of her outstanding accomplishments as a model student and young woman, we do hereby proudly declare July 14, 2010 to be "Brittini L. Palmer Day" in Dauphin County.*

(Applause was given.)

Ms. Palmer: I would like to say thank you for the opportunity. Everything that I do, I do it because I love to do it. I thank you for the opportunity and thank you for everyone who is here. Having a day named after me is good in itself.

Mr. Hartwick: Much is given, much is required. As you go out seeking employment and when you are moving from your current college setting, make sure you are thinking about how we can get re-engaged back into the areas that have given us so much. The ability to understand the challenges that exist in our home town and our community; and use the experience you have gained in a national perspective to bring back some best practices, energy, ideas and advocacy to make sure that the people who have helped us deserve that opportunity for you to give something back.

Ms. Palmer: Absolutely.

Mr. Hartwick: We know you will do that.

Mr. DiFrancesco: Brittani, it sounds like you truly have a great heart and work ethic. There are so many people in our community that need good positive role models. That

is one of the reasons we love it when we can bring someone in here and honor them for the great accomplishments they have achieved, but you do have the ability to give so much back to the community that you grew up in. We hope that you stay in Pennsylvania. We hope you stay in Dauphin County and we hope you share your expertise with so many others that will come behind you. Congratulations!

Ms. Palmer: Thank you!

Mr. Haste: Great job!

(Pictures were taken and applause was given.)

### **SALARY BOARD**

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

### **PERSONNEL**

Ms. Lengle: Are there any questions on the items in the Personnel Packet? (There was none.)

**It was moved by Mr. Hartwick and seconded by Mr. DiFrancesco that the Board approve the Personnel Packet.**

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

### **PURCHASE ORDERS**

Mr. Baratucci: First the Purchase Order Packet, since today is an approval meeting and not the normal Workshop, I just wanted to draw your attention to two items that show over budget. On Page 19, there are some items coming out of the ARRA fund. As we have done in the past with that fund, there is no budgetary line item for that, but that fund is being monitored. Mike assures us that there is money in there to cover those. They are items for the Prison coming out of ARRA money.

The second one is on Page 12 for Parks & Recreation. A couple of weeks ago, I believe an email was sent to Commissioner Haste, as their oversight, saying that they had a tractor that was about 20 years old and needed probably \$7,000 or more of repairs. It was time to get a new one. At the time there were some emails going back and forth about how to pay for it. Mike had assured Commissioner Haste at the time that Parks & Recreation did have enough money within their budget. They are running under budget this year and would have enough money to cover it. I have since found out that the money was spread over many line items within their budget, probably a dozen or more. So, in the interest of not having to do a dozen or more budget

adjustments, our Budget Director wants me to assure you that the money is there even though it shows as zero and it hasn't been moved into that line item. You can approve this if you are going to trust your Budget Director. Since I know you do, I'm going to ask you to approve it without the money being moved into that particular code unless you feel differently.

Mr. Haste: Is that too much work to move them over?

Mr. Yohe: That was a nod of head yes.

Mr. Baratucci: With the exception of those two items, everything else was clean. I would ask that you approve these unless you have any other questions.

Mr. Haste: Mike, there will be money there when you go to pay this?

Mr. Yohe: Yes, there is.

Mr. Hartwick: It doesn't have anything to do with the issue that we discussed the other day as being the reason why there is money.

Mr. Yohe: Correct.

**It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick that the Board approve the Purchase Order Packet.**

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

#### Bid – Dauphin County Prison Fire Alarm System

Mr. Baratucci: The second item, if you recall, a couple of weeks ago we were here to discuss the bid that we had done for the Prison in regards to the fire alarm upgrade. The gentleman from Eastern Time was here and asked that you give him a little bit more time before rejecting the bids to see if he couldn't convince all the parties that we didn't have to reject the bids. We set today as the deadline, because the bids can only be open for a certain amount of time. He has been unsuccessful in doing that, as we suspected. I think we all agreed that the safer way to do this was to reject the bids, rebid the thing without the Honeywell tie-in so that we don't have to pay an extra \$200,000. As you can see Honeywell is being obstinate about it. We are going to rebid it without that tie-in. Dave is here in case you have any questions, but he feels comfortable that we can do it that way and still accomplish what he wants to do. The action today would be just to reject the bids received and to authorize Randy Paul & Associates to work with the Prison to do a new bid package without the tie-in.

**It was moved by Mr. DiFrancesco and seconded by Mr. Haste that the Board reject the bids for the Dauphin County Prison Fire Alarm System Upgrade, received on May 24, 2010, and rebid this budget.**

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

## **REPORT FROM BUDGET & FINANCE – MIKE YOHE, BUDGET DIRECTOR**

Mr. Yohe presented the following report:

### *Report from the Office of Budget & Finance* **July 14, 2010**

- **June 25, 2010** transferred **\$2,860,740.51** to the **Payables** account from the County's Concentration account for checks issued that week. (\$1.35 million Delinquent Tax distribution)
- **July 2, 2010** transferred **\$3,374,061.59** to the **Payables** account and **\$1,930,133.88** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **July 9, 2010** transferred **\$1,035,684.98** to the **Payables** account from the County's Concentration account for checks issued that week.
- **Total Term Investments**
  - 1/14/10 - **\$20,060,343.13** 6-mo. CD - Susquehanna Bank – **0.800%** - matures 7/15/10

Mr. Yohe: I did make arrangements to roll that over tomorrow. Unfortunately it is going to drop to .55%, but that will be on the next report. That will mature the beginning of January, 2011.

- 3/18/10 - **\$ 5,000,000.00** 9-mo. CD - Graystone Bank – **0.900%** - matures 12/16/10
- 4/21/10 - **\$10,000,000.00** 3-mo. CD – Fulton Bank – **0.400%** - matures 7/20/10
- 4/29/10 - **\$10,003,159.64** 3-mo. CD - Susquehanna Bank – **0.350%** - matures 7/29/10
- 4/29/10 - **\$20,009,920.50** 6-mo. CD - Susquehanna Bank – **0.550%** - matures 10/28/10

Mr. Yohe: I ran the rates and they are exactly the same as they were back in March. There has been no movement at all on any of the CD rates since we set these up back in March.

Mr. Haste: I saw something the other day. Can we invest in credit unions?

Mr. Yohe: As long as they are collateralized I don't see why not.

Mr. Haste: The only reason I ask that is I saw a big sign at Members First that had a nine month CD for 1.5%. Of course, normally that wouldn't catch my attention, but when I saw what we were getting. Is there any reason why we couldn't talk to them?

Mr. Yohe: I've contacted those types of institutions before. Most of the time, it is for small dollar amounts.

Mr. Haste: I know they have wanted to do business with the County. Is there anything that would preclude us from dealing with them?

Mr. Tully: I don't think there is anything that would preclude us. There may be restrictions on their charters as to what they define a member and who can participate. There would be no harm in exploring it.

Mr. Yohe: The last time I checked on something like that it was only up to \$5,000 or something like that.

Mr. Haste: I can't recall the President's name. It is Bob...

Mr. Yohe: Marquette.

Mr. Haste: Yes.

Mr. Yohe: I can check.

Mr. Haste: I know they have wanted to do business. They wanted to get County members to join. It just caught my attention.

Mr. Yohe: A lot of times once they have the Act 72 requirements it throws it out. I'll check.

- **Balance today in INVEST account \$1,376.73 rate 0.171%**
- **Balance today in Susquehanna Bank investment account \$54,710,029.48 rate 0.250%**  
(This rate is fixed for the month)
- **Balance today in First National Bank investment account \$7,521,421.82 rate 0.600%**  
(This rate equals today's PLGIT-Class interest rate of 0.050% plus 55 basis points)
- **Balance today in Citizens Bank Municipal Money Market account #6223510156 - \$15,488.16 rate 0.200%** (This rate is fixed for the month)
- **Balance today in Citizens Bank Municipal Money Market Checking account #6221269710 - \$11,540.17 rate 0.200%** (This rate is fixed for the month)

- **Balance today in Integrity Bank Money Market Checking account 1- #2206001209 - \$5,007,338.48 rate 0.850% (This rate is fixed for the month)**
- **Balance today in Integrity Bank Money Market Checking account 2- #2206001217 - \$5,008,634.08 rate 1.000% (This rate is fixed for the month)**
- **Balance today in PNC Bank investment account \$1,046.72 rate 0.200% (This equals today's Fed Funds rate of 0.250% minus 5 basis points)**
- **Balance today in Graystone Bank investment account \$1,032.00 rate 0.050% (This equals today's Fed Funds rate of 0.250% minus 20 basis points)**
- **Balance today in Metro Bank investment account \$101.27 rate 0.120%**

**No T.R.A.N. Line of Credit required for 2010.**

Mr. Yohe: I noticed that was creeping up. So, we are actually earning some interest. It is .12%. We get a penny a month.

**REPORT FROM CHIEF CLERK/CHIEF OF STAFF – CHAD SAYLOR**

Mr. Saylor: I have one item that I wanted to bring to your attention. You should have copies of this. It is the Lease Agreement with our partners downstairs, Citizens Bank. It is ready to go. It represents an increase in rent that they will pay us. Because of the scheduling for this Workshop and Legislative, if you would like to wait we can put it on for consideration at our next meeting in a couple of weeks. It is ready to go if you are prepared to vote it today. Other than that unless there are questions of me I have nothing to report.

Mr. Haste: Bill, did you look at the Lease?

Mr. Tully: Guy was doing primary. We basically had to get it set at fair market value. So, once that was determined we were able to do that. I guess they anticipated we would be able to give them some sort of special consideration, but under the County Code we can't. So, we arrived at the fair market value and they have agreed to that amount.

Mr. Haste: When does the Lease expire?

Mr. Tully: This one has a series of...

Mr. Haste: The current one.

Mr. Saylor: August 1<sup>st</sup>.

Mr. Tully: Actually it already had. We have been working on a month-to-month until we negotiated that. It will be going forward for that period of time.

Mr. Haste: Is there a problem with adding it to the agenda today?

Mr. Tully: No problem at all. It is ready to go.

Mr. Haste: We'll add that to the agenda unless there is an objection.

Mr. Hartwick: I would just like to take a look at it.

Mr. Haste: We got it this morning. You should have it. You don't want to vote it today?

Mr. Hartwick: If we come back and vote on it at the next meeting it shouldn't be a problem. You are still operating under the current terms.

Mr. Saylor: We are currently doing that. The way the Lease is currently written it is set to commence on August 1. We can definitely do it on the 28<sup>th</sup>.

Mr. Hartwick: Is the lease amount that we are going to be receiving from Citizens going to increase as a result of the new Agreement?

Mr. Tully: Yes.

Mr. Hartwick: Then I'm going to agree to vote it now, but I would still like to review it after the meeting.

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

Mr. Tully: All of the matters requiring Board action have been reviewed and are ready for a vote. I would be happy to answer any questions you might have. (There was none.)

### **MATTERS REQUIRING BOARD ACTION**

- A. Training Packet.
- B. Partial Refund of 2010 Real Estate Taxes – Parcel #29-002-035 - Timothy & Stephanie Anderson - \$140.21.
- C. Purchase of Service Per Diem Rates between Children & Youth and:
  - 1. Kidspace National Center, Inc.
  - 2. Mikayla's Place Child Development Center
  - 3. Family Support of Central PA
  - 4. Halifax United Methodist Church
  - 5. It Takes a Village, Inc.
  - 6. KinderCare Learning Center
  - 7. McCloskey Family Counseling

8. Mikayla's Place Child Development Center
  9. New Beginnings Youth & Adult Services, Inc.
  10. New Passages Psychological and Therapeutic Services, PC
  11. PA Counseling Services
  12. Pride of the Neighborhood Academies
  13. Program for Female Offenders, Inc. of Greater Harrisburg Area
  14. Safe Haven Quality Care, LLC
  15. Visiting Nurse Association of Central Pennsylvania
- D. Subordination Agreement for Michael E. Lower on the property located at 189 Simon Blvd., Elizabethville, PA.
- E. Request to contribute the County's pro rata share (\$2,385.00) for appraisal services and trial costs needed to ascertain the true value of Eastridge Affordable Housing, LP, Parcel No. 63-015-068, Dauphin County Docket No. 2009-CV-15586-TX.
- F. Proposed Stipulation of Settlement of KTR Harrisburg, LLC, 3700 Industrial Road, Parcel #14-041-031, Docket No. 2009-CV-15340-TX.
- G. Purchase of Service Agreement between Dauphin County and Priority Dispatch Corp. for ProQA Dispatch Software and system support.
- H. Bailment and Tax Collection Services Agreement between Dauphin County and Diane K. Bair, Tax Collector.
- I. Bailment and Tax Collection Services Agreement between Dauphin County and Marilyn Henninger, Tax Collector.
- J. Bailment and Tax Collection Services Agreement between Dauphin County and John Hoch, Tax Collector.
- K. Bailment and Tax Collection Services Agreement between Dauphin County and Tanya Pomeroy, Tax Collector.
- L. Purchase of Service Agreements between Area Agency on Aging and:
1. Avenues t/d/b/a Eldercare East and Eldercare West
  2. Bayada Nurses, Inc.
  3. Integrated Wellness Consultants, Inc.
  4. Dr. Christopher D. Royer
- M. Purchase of Service Agreement between Children & Youth and:
1. Adelphoi Village, Inc.
  2. Bethany Children's Home, Inc.
  3. Seneca Residential and Day Treatment Services
  4. York County
  5. Cornell Abraxas Group, Inc.
  6. Sarah A. Reed Children's Center
- N. Amendments to Purchase of Service Agreements between Children & Youth and:
1. Children's Home of Reading
  2. Children's Choice, Inc.

- O. Adoption Assistance Agreements #2010-38, #2010-39, #2010-40, #2010-41 and #2010-42.
- P. Child Welfare Education for Leadership (CWEL) Program Agreements between Dauphin County, the University of Pittsburgh and:
  - 1. Rachel M. Paige
  - 2. Jamie E. Lukert
  - 3. Tammy L. Buffington
- Q. PCCD Acceptance Letter of ARRA/Byrne Justice Assistance Grant Program Funds.
- R. MH Purchase of Service Agreements between MH/MR and:
  - 1. Dauphin County Pretrial Services Agency
  - 2. Lynch Homes – Montgomery County, Inc.

Mr. Haste: We have Matters Requiring Board Action, Items A through R on today's Agenda with the addition of the Lease for Citizens Bank will be added to that. Is there anything that needs to be pulled out and voted on separately? (There was none.)

**It was moved by Mr. DiFrancesco and seconded by Mr. Hartwick that the Board approve Matters Requiring Board Action, Items A through R plus the First Amendment to Lease Agreement between Dauphin County and Citizens Bank.**

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

### **FORMER BUSINESS**

(There was none.)

### **NEW BUSINESS**

Mr. Hartwick: Just a quick update. I have been informed that the Weatherization Office that was hit earlier this week by lightning is, thanks to the help of our IT department, now able to access information through computers. They have additional phone lines up and running. They are functional, although not fully functional and able to continue providing the necessary services to weatherize homes. So, if you are looking to get in touch with the Weatherization Department, you might have an easier time today than you did yesterday. Thanks!

### **COMMISSIONERS' DISCUSSION & ACTIONS**

(There was none.)

## **CORRESPONDENCE**

Mr. Haste: We have correspondence listed on the Agenda, Items A through F, which will be handled by the staff appropriately.

- A. Receipt of a letter from the PA Department of Environmental Protection advising that they have reviewed the Stormwater Management Plan (SMP) and find it to be consistent with municipal floodplain management plans, state programs that regulate dams, encroachments and water obstructions and state and federal flood control programs and as such approves the SMP.
- B. Notification from Act One Consultants, Inc. advising that Thomas Carricato & Sons Builders, Inc. is applying to DEP for a General NPDES Permit for stormwater discharges associated with construction activities at Hill Church Road in Derry Township.
- C. Notification from Glace Associates, Inc. advising that the Gratz Borough Water Revenue Fund is applying to DEP for a minor permit amendment for the cleaning and painting of water storage tank #1 located on South Spruce Street in Gratz Borough.
- D. Notification from Hazen and Sawyer advising that they are applying to DEP for a general permit for the expansion of the G. C. Smith Water Treatment Plant in South Hanover Township to accommodate the installation of one new aqua ammonia storage and feed system for chloramination and other improvements detailed in the report. (Letter was dated January 9, 2010, but was emailed on July 9, 2010)
- E. Notification from Hazen and Sawyer advising that they are applying to DEP for a general permit for the expansion of the G. C. Smith Water Treatment Plant in South Hanover Township to accommodate the installation of one new raw water pump and one finished water pump, one new sulfuric acid storage and feed system, replacement of existing air compressors, installation of one emergency chlorine gas scrubber, replacement of one primary coagulant storage tank and one day tank, replacement of media in filter Nos. 4 and 5 to match Filter Nos. 1, 2 and 3 and the installation of an emergency generator.
- F. Receipt of an Order Granting Rehearing for Further Consideration from the United States of America Federal Energy Regulatory Commission regarding the York Haven Power Company, LLC.

## **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?

Mr. Baratucci: I forgot to mention something about a purchase that is coming up for a new telephone system for Children & Youth for their move. Mr. Guenther and I have been working on this and trying to get the Agreement in place and it has been a little difficult, because we are working through a couple different contracts. One is a State contract and one is a PEPPM contract. It has been difficult to get all the terms and conditions and costs together. We were not able to do that in time for today's approval. Since there is not going to be a meeting next week and then it will be two more weeks after that for our regular purchase order process. Tom had asked that I mention this to you guys and see if we are able to put something together prior to the next official meeting. Would we have the authority to go ahead and give a verbal with the idea of

formally approving it at the next meeting? It is \$175,000 and according to Tom the lead time for this just to get it ordered is six to eight weeks. Then there are all the issues with installation and Verizon. Tom could probably talk to that a little bit more if you would like. He just wanted to see if we could get an approval.

Mr. Haste: What is the date?

Mr. Baratucci: I had heard October 1, but I don't know if that is still on track.

Mr. Hartwick: It is slowly moving past October 1, probably closer to the middle of October to November.

Mr. Haste: I don't have a problem authorizing it as long as we ratify it at the next meeting assuming that you folks and the Solicitor's Office sign off on it.

Mr. Baratucci: There is an Agreement that probably should go to the Solicitor's Office as well. I'm sure we can get all of this done prior to the Workshop in two weeks.

Mr. Haste: All you would need is basically an okay to go ahead and order.

Mr. Baratucci: Yes, it is more for communication. They will take our requisition number. It is a large amount. I said that I would bring it up today to see if everybody was okay with doing it that way.

Mr. Hartwick: Do you need a motion or just a nod of the head?

(The Commissioners were okay with this.)

Mr. Haste: Before we give the verbal, you guys and the Solicitor's Office need to be okay with whatever is being communicated.

Mr. Baratucci: We will send you something.

Mr. Haste: Is there anything else under Public Participation? (There was none.)

## **ADJOURNMENT**

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

Respectfully submitted,

Chad Saylor, Chief Clerk

Transcribed by: Richie-Ann Martz