



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

NOVEMBER 15, 2017

10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Chad Saylor, Chief Clerk; Fred Lighty, Esq., Solicitor's Office; Ed Marsico, District Attorney; Sean McCormack, District Attorney's Office; Graham Hetrick, Coroner; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; Tom Guenther, Director of IT; Gerald Feaser, Jr., Director of Voter Registration/Elections; Vince Paese, Controller's Office; Adriana Vukmanic, Solicitor's Office; Nick Chimienti, Sheriff; Steve Libhart, Director of Public Safety; Annmarie Kaiser, Director of Children & Youth; Ebone Turner, Human Resources; Amy Harinath, Press Secretary; J. Scott Burford, Deputy Chief Clerk; Jennifer Simpson, Court Administration; Jim Titus, Sheriff's Office; Troy Petery, Court Administration; Susan Kolanda, District Attorney's Office; Cheryl Gundrum, MH/ID; Alisha Simpson, Coroner's Office; Julie Mackey, Commissioners' Office; Ruby Doub, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Scott Mehok, Lou Verdelli, Jay Wenger, Tim Horstmann; Jack Sherzer, Judy Bostdorf, Susan Brackbill, Nichole Lehr, Greg Lengley, Jeff Corcoren, Cynthia DeMuth, Candace Jones and Kathryn Chenille, WGAL and WHTM

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:05 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 October 25, 2017 Workshop Meeting Minutes and the November 1, 2017 Legislative Meeting Minutes; motion carried.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve the November 1, 2017 Salary Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor reported that an Executive Session was held on November 8, 2017 to discuss personnel.

ELECTION BOARD MEETING

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

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

- A. Sean M. McCormack, Chief Deputy District Attorney; Graham Hetrick, Coroner; Dr. Erich Batra, MD, FAAP, FACP, Penn State University College of Medicine and Amy E. Bollinger, BSN, RN, Penn State Hershey Medical Center
 - 1. Safe Sleep for Infants Campaign Kick-Off

Mr. McCormack thanked the Commissioners for inviting them to speak on this issue. With Sean was Dr. Batra, Graham Hetrick and Amy Bollinger.

The guests spoke on how they are teaming up with area medical providers to educate parents, caregivers and the public about the safe way to put infants to bed and lower the chance of suffocation and sudden infant death syndrome (SIDS). The Safe Sleep for Infants Awareness Campaign will raise awareness about the ABCs of safe sleep for infants, including community outreach and education, creation of a PSA and a website dedicated to the issue. The website is www.DauphinCounty.org/safesleep. The ABCs are Alone, Back, Crib). Since 2005, 31 infants have died from sleep-related causes in Dauphin County. Every year at least one baby dies in Dauphin County as a result of unsafe sleeping conditions. Many of these deaths were avoidable had parents or caretakers known the proper way to prepare a baby's sleeping area.

Ms. Bollinger demonstrated the do's and don'ts of safe sleep with a small wooden crib and outlined community resources for help.

This effort was championed by the Dauphin County Child Death Review Team; Chief Deputy DA Sean McCormack; Children & Youth; Coroner Graham Hetrick; Penn State Hershey College of Medicine Medical Center and Children's Hospital; UPMC PinnacleHealth; Northern Dauphin Human Services; Hamilton Health Center; Dauphin County Early Intervention and many others.

Questions were asked by the Commissioners. We need to be proactive. The creation of a PSA for TV and printed materials can be provided to doctors' offices, social media and at the Children & Youth Agency. Education and outreach can be provided to daycares and schools.

The Commissioners thanked the entire team for this important effort.

Commissioner Hartwick read the following Proclamation:

Office of the County Commissioners
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, join with the community at large to raise awareness about safe sleep for infants and to stop injuries and the tragic loss of life;

Whereas, about 3,700 infants die every year in the U.S. from sleep-related causes;

Whereas, accidental suffocation during sleep is the number one cause of death among babies in their first year of life;

Whereas, today, we come together to kick off a public awareness campaign to promote safe sleep for babies and to save lives;

Whereas, making sure babies are safely put to sleep on their backs and in cribs free of toys, blankets, pillows and other hazards reduces the chance of injury or death by 50 percent, according to the Centers for Disease Control and Prevention;

Therefore, we join the 270,000 residents of Dauphin County in raising awareness about the ABCs – meaning Alone, Back, Crib – of safe sleep for infants and in encouraging parents and caregivers everywhere to follow these life-saving recommendations; and in grateful recognition thereof, we do hereby proudly proclaim November 15, 2017 to be “The ABCs of Safe Sleep for Infants Awareness Campaign Kick-Off Day” in Dauphin County.

SALARY BOARD

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

HUMAN RESOURCES

Ms. Turner had no changes. There were no questions.

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

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

PURCHASE ORDERS

Mr. Baratucci reported that he added one additional item to the Packet. It is for the Sheriff’s Office for vests.

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

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

REPORT FROM BUDGET & FINANCE DIRECTOR – MIKE YOHE

Mr. Yohe provided the following Report:

Report from the Office of Budget & Finance November 15, 2017

- **November 3, 2017** transferred **\$954,591.42** to the **Payables** account from the County’s Concentration account for checks issued that week.

- **November 10, 2017** transferred **\$6,722,268.69** to the **Payables** account and **\$1,938,960.30** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **Wire Payments since last report: \$362,154.24**
- **Debt Service Payments since last report: \$8,342,591.16**
- **Term Investments**
 - 4/6/17 - **\$10,000,000.00** 9-month CDARS CD – Customers Bank – **1.45%** - matures 1/6/18
- **Balance today in PA INVEST account #2100017144860: \$1,397.07 rate 1.139%**
- **Balance today in First National Bank investment account #97014743: \$5,765,664.50 rate 1.050%**
- **Balance today in Integrity Bank Money Market account #0206001209: \$9,831,230.51 rate 1.070%**
- **Balance today in Santander Bank investment account #9551017714: \$10,303,526.42 rate 1.150%**
- **Balance today in Customers Bank investment account #6459102: \$25,683,148.60 rate 1.150%**
- **Balance today in PLGIT Prime investment account #5033023: \$11,470,611.12 rate 1.190%**
- **Balance today in Riverview Bank investment account #227069210: \$3,010,619.71 rate 1.100%**

No T.R.A.N. Line of Credit required for 2017.

CHIEF CLERK/CHIEF OF STAFF'S REPORT – CHAD SAYLOR

Mr. Saylor had no report and no questions were asked.

SOLICITOR'S REPORT – FRED LIGHTY, ESQ.

Mr. Lighty reported that all items requiring review by the Solicitor's Office are ready for consideration. No questions were asked.

MATTERS REQUIRING BOARD ACTION

- A. Library Maintenance Agreement between Dauphin County (Law Library) and West Thomson Reuters.

- B. Memorandum of Understanding between Dauphin County (Public Safety) and Exelon Generation for the Radiological Emergency Planner Position.
- C. Subordination Agreement for Rubicelia Canseco on the property located at 693 Highland Street, Harrisburg, PA 17113.
- D. Contract between Dauphin County (Recorder of Deeds) and Kofile Technologies, Inc. for historical records preservation.
- E. Hazardous Material Response Fund Grant Agreement between Dauphin County (Public Safety) and Pennsylvania Emergency Management Agency for the period July 1, 2017 through June 30, 2018.
- F. Dauphin County 2017 Bond Debt Ordinance #5 - 2017 – Dauphin County Infrastructure Bank.
- G. Repository Bid received from Nathan Clouser – Parcel #07-009-006 (607 Muench Street) - \$500.00.
- H. Repository Bid received from Myra Sims – Parcel #08-008-075 (1700 Walnut Street) - \$750.00.
- I. Repository Bid received from S & S Property Management – Parcel #10-040-068 (414 Maclay Street) - \$500.00.
- J. Repository Bid received from Kristie Stoute – Parcel #15-013-006 (1823 Boas Street) - \$510.00.
- K. Repository Bid received from Dawn Englebright – Parcel #43-035-078 (Fishing Creek Valley Road) - \$1,557.50.
- L. Repository Bids received from DC Investments LLC for the following properties:
 - 1. Parcel #09-048-036 (105 Evergreen Street) - \$610.00
 - 2. Parcel #09-073-004 (1809 Rudy Road) - \$500.00
- M. Repository Bid received from Abdoul Nasser FoFana – Parcel #11-015-045 (311 Muench Street) - \$500.00.
- N. Repository Bids received from Nathan and Jessica Ward for the following properties:
 - 1. Parcel #09-047-029 (1215 Derry Street) - \$500.00
 - 2. Parcel #02-048-006 (1511 Berryhill Street) - \$500.00
 - 3. Parcel #02-018-082 (339 Crescent Street) - \$500.00
 - 4. Parcel #09-068-022 (1443 Vernon Street) - \$500.00
- O. Repository Bids received from Gisela Lopez for the following properties:
 - 1. Parcel #09-046-005 (1150 Derry Street) - \$500.00
 - 2. Parcel #02-040-001 (500 S. 13th Street) - \$500.00
 - 3. Parcel #02-019-037 (311 Evergreen Street) - \$500.00
 - 4. Parcel #02-019-041 (319 Evergreen Street) - \$500.00
 - 5. Parcel #02-027-014 (1209 Swatara Street) - \$500.00
 - 6. Parcel #02-029-030 (1313 Swatara Street) - \$500.00

- P. Repository Bids received from Rebirth LLC for the following properties:
1. Parcel #13-001-008 (1837 Rudy Road) - \$500.00
 2. Parcel #13-001-009 (1839 Rudy Road) - \$500.00
- Q. Repository Bids received from Sergio Garcia for the following properties:
1. Parcel #09-046-002 (1146 Derry Street) - \$500.00
 2. Parcel #02-028-015 (432 S. 13th Street) - \$500.00
 3. Parcel #02-020-019 (328 S. 14th Street) - \$500.00
- R. Repository Bid received from Keisha Martin – Parcel #10-015-098 (2543 N. 6th Street) - \$500.00.
- S. Repository Bid received from Daniel C. Miller – Parcel #10-039-062 (2244 Atlas Street) - \$500.00.
- T. Repository Bid received from Michelle L. Holmes – Parcel #13-040-029 (2166 Gettys Alley) - \$500.00.
- U. Repository Bid received from Jasmin Hines – Parcel #02-044-021 (1435 Naudain Street) - \$510.00.
- V. Repository Bid received from Harrisburg Housing Authority – Parcel #10-030-009 (2454 Reel Street) - \$500.00.
- W. Repository Bid received from Mountainview Trust for the following properties:
1. Parcel #58-008-035 (S. 4th Street) - \$500.00
 2. Parcel #58-008-005 (321 S. 4th Street) - \$500.00
- X. Repository Bids received from Jason Snelbaker for the following properties:
1. Parcel #63-054-047 (387 Poplar Alley) - \$500.00
 2. Parcel #69-006-119 (312 Plane Street) - \$500.00
 3. Parcel #69-006-177 (412 Walnut Street) - \$500.00
 4. Parcel #38-017-003 (214 Division Street) - \$500.00
 5. Parcel #43-005-005 (1531 Beaver Lane) - \$500.00
 6. Parcel #63-050-069 (824 Highland Street) - \$500.00
 7. Parcel #69-006-178 (414 Walnut Street) - \$500.00
 8. Parcel #71-008-011 (202 W. Market Street) - \$500.00
- Y. Repository Bids received from Benito Vazquez for the following properties:
1. Parcel #09-024-017 (86 Disbrow Street) - \$550.00
 2. Parcel #09-054-018 (1816 Zarker Street) - \$700.00
- Z. Repository Bids received from Teamsters Local Union No. 776 for the following properties:
1. Parcel #10-015-054 (2544 Agate Street) - \$500.00
 2. Parcel #10-015-052 (2548 Agate Street) - \$500.00
 3. Parcel #10-015-055 (2542 Agate Street) - \$500.00
- AA. Contract between Dauphin County (Tax Assessment) and Sidwell Company for the GIS Assess & Define and Pilot Cadastral Conversion.

- BB. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
1. Avanco International, Inc.
 2. Big Brothers Big Sisters of the Capital Region, Inc.
 3. Families United Network, Inc.
 4. Temple University of the Commonwealth System of Higher Education, Inc.
- CC. Amendments to Purchase of Service Agreements between Dauphin County (Children & Youth) and:
1. Archie Group, LLC – Amendment #1
 2. Brethren Housing Association, Inc. – Amendment #1
- DD. Adoption Assistance Agreements #2017-36; #2017-38; #2017-39; #2017-40; #2017-41; #2017-42; #2017-45; #2017-46; #2017-47 and #2017-48.
- EE. Subsidized Legal Custodianship Agreements #2017-10 and #2017-11.
- FF. Amendments to Purchase of Service Agreements between Dauphin County (MH/ID) and:
1. My Therapy Tree, LLC – Amendment #2
 2. UPMC Pinnacle Hospitals, Inc. – Amendment #1
 3. JG Early Intervention Specialists, Inc. – Amendment #1
 4. Therapy Resource Center, LLC – Amendment #1
- GG. Satisfaction Piece for Juan R. Olan on the property located at 3024 N. 5th Street, Harrisburg, PA 17110 - \$2,576.00.
- HH. Satisfaction Piece for Daniesha L. Dunbar on the property located at 1717 Evergreen Road, Harrisburg, PA 17109 - \$5,000.00.
- II. Satisfaction Piece for Jennifer Beal on the property located at 2612 Derry Street, Harrisburg, PA 17104 - \$4,937.00.
- JJ. Repository Bids received from Luis A. Caceres for the following properties:
1. Parcel #02-027-036 (440 Hummel Street) - \$500.00
 2. Parcel #02-027-037 (442 Hummel Street) - \$500.00
- KK. Satisfaction Piece for Devora J. Evaristo Damian on the property located at 15 Carolyn Street, Harrisburg, PA 17112 - \$3,000.00.
- LL. Subordination Agreement for Roland Williams, Jr. on the property located at 1903 Rudy Road, Harrisburg, PA 17104.
- MM. State and Local Government Single Schedule Lease Purchase Agreement, Lease/Schedule #10312000038 between Dauphin County (IT) and Hewlett-Packard Financial Services Company.
- NN. Post-Construction Stormwater Management Plan for Capital Area Greenbelt Association.
- OO. Highmark 2018 Renewal (PPO & HDHP).
- PP. Time Extension for Project 97392-Greenbelt Safety Improvements (Design/Build Limited to ADA Curb Ramps) – 152 calendar days (revised completion 4/22/2019).

- QQ. Ordinance #6-2017 - An Ordinance approving a project being undertaken by the Dauphin County General Authority consisting of refunding five (5) guaranteed lease revenue notes previously issued by the Dauphin County Industrial Development Authority and a capital project consisting of the acquisition and construction of a new Magisterial District Judge office and courtroom to be situated on a parcel of property located in Swatara Township, Dauphin County and approving the necessary documents incident thereto.
- RR. 2017 Sick Leave Sell-Back Program.
- SS. Training Packet.

It was noted that Ordinance #5-2017 (Item F) and Ordinance #6-2017 (Item QQ) were properly advertised.

It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve Items A through SS 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

There was none.

CORRESPONDENCE

The following correspondence was received in the Commissioners’ Office and will be handled by the staff appropriately.

- A. Notification from BL Companies advising that Tim Clouser is applying to DEP for a Chapter 105 General Permit for the extension off Morgan Drive in Lower Swatara Township.
- B. Notification from K&W advising that Hershey Entertainment & Resorts is applying to DEP for Individual Permit Coverage for the Hersheypark Entrance Improvements and 2020 Attraction.
- C. Notification from Herbert, Rowland & Grubic, Inc. advising that Middle Paxton Township is applying to DEP for a Water Obstructions and Encroachment Permit and U.S. Army

Corps of Engineers Section 404 Permit for the Potato Valley Road Bridge Replacement Project.

- D. Notification from the United State Department of Agriculture advising that Deborah E. Risser is applying to DEP for a General Permit 9 Agricultural Activities to construct a grassed waterway in Conewago 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; motion carried.

Transcribed by: Richie-Ann Martz