



DAUPHIN COUNTY BOARD OF COMMISSIONERS

LEGISLATIVE MEETING

JANUARY 16, 2019

10:00 A.M.

MEMBERS PRESENT

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

STAFF PRESENT

Tim DeFoor, Controller; Janis Creason, Treasurer; Joseph A. Curcillo, III, Esq., Solicitor; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; J. Scott Burford, Deputy Chief Clerk; Amy Harinath, Press Secretary; Jennifer Simpson, Court Administration; Fred Lighty, Esq., Solicitor's Office; Laura Cullison, Controller's Office; J. Kiss, Public Safety; Jim Zugay, Recorder of Deeds; Faye Fisher, Director of Human Resources; Steve Libhart, Director of Public Safety; Edgar Cohen, Director of Facilities Maintenance; Vince Paese, Controller's Office; Adriana Vukmanic, Solicitor's Office; Ruby Doub, Commissioners' Office; Kelly Megonnell, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

GUESTS PRESENT

Katana Nelson, Emily Massage, Ashley Arnold, Kaylee Thomas, Baylee West, Maddie Zimmer, Kate Wilson, Lexia Clements, Shealyn Tatara, Alexandra Held, Meredith Sheehan, Kailey Obsentine, Kylie Wall, Courtney Moodie, Elaina Joyner, Elizabeth Newman, Dianna Loyd, Claire Olmsted, Mallory Drayer, Brianna Price, Nickole Obenstine, Megan Brown, Scott Govern, Jeff Smith, Katharine Olmsted, Joe McFarland and Justin Raub

MINUTES

CALL TO ORDER

Mr. Haste, Chairman of the Board, called the meeting to order at 10:03 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 12, 2018 Legislative Meeting Minutes and the December 19, 2018 Workshop/Legislative Meeting Minutes; motion carried.

It was moved by Mr. DeFoor and seconded by Mr. Pries that the Board approve the December 19, 2018 Salary Board Minutes; motion carried.

It was moved by Mr. Haste and seconded by Mr. Hartwick that the Board approve the December 12, 2018 Election Board Meeting Minutes; motion carried.

EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Saylor reported that an Executive Session was held on January 15, 2019 to discuss matters of personnel.

PUBLIC PARTICIPATION

There was none.

DEPARTMENT DIRECTORS/GUESTS

- A. Dauphin County Commissioners
 1. Presentation of Proclamation to Hershey Girls Field Hockey Team – State Champions

Mr. Pries welcomed the Hershey Girls Field Hockey Team – the best in the state and the 2nd ranked team in the nation. As a graduate of Hershey High, he was extremely proud and thrilled to have the Trojans bring home the trophy. It is an honor and privilege. These championships do not come easy. The overall record for the team is: the 2018 season record is 19-5-1, PIAA 3A State Champions, Keystone Divisional

Champions, 4th seed in districts and State Championship game on 11/17/18 in Whitehall: 2-1 final score against Lower Dauphin in overtime.

Mr. Pries called Coach Brianna Price forward.

Ms. Price stated that the turning point for the season was in the second round of States. The team played Penn Manor several times and lost 9 times and tied once. The team was scheduled to play Penn Manor in the second round. They held Penn Manor and it was at that time that the team finally believed that they could win.

Mr. Pries also mentioned the comradery among the players and all the support from the community and especially the parents, who drove them to practice and games. He read the following Proclamation.

Office of the County Commissioners
Dauphin County, Pennsylvania

Proclamation

We, the Dauphin County Board of Commissioners, are pleased and proud to join with the many players, coaches, school officials, proud parents and fans in honoring the Hershey High School Field Hockey Team for clinching the 2018 PIAA 3A State Championship – its first state title;

Whereas, on November 17, 2018, the Hershey Trojans triumphed over Lower Dauphin in a hard-fought, 2 - 1 victory won in overtime;

Whereas, led by Head Coach Brianna Price, who was recently named the United States Field Hockey Coach of the year by TopOfTheCircle.com, the Trojans finished the season with an outstanding overall record of 19 – 5 – 1 and is now ranked 2nd in the nation;

Whereas, in addition to earning state gold, these champions have brought much honor and recognition to themselves and the close-knit community of Chocolatetown, USA, and this very grateful county of Dauphin;

Therefore, we join the 275,000 residents of Dauphin County in congratulating Hershey for bringing home state gold and ending their outstanding season in the sweetest way possible; we warmly wish this talented, history-making team enduring success, both on and off the field; and in grateful recognition thereof, we do hereby proudly proclaim January 16, 2019 to be “Hershey High School Field Hockey Team Day” in Dauphin County.

Mr. Haste congratulated the team. It takes a lot of dedication to get to this level – on the field and with academics. There are exceptional scholars on the team - 12 seniors that are going to college. He explained that the team is now role models and that there are other athletes watching them and wanting to be like them. He again congratulated them on this tremendous achievement.

Mr. Hartwick mentioned that he is also extremely proud of them. You will have this connection the rest of your life. The leadership and responsibilities that you have shown with the team will come with you to make you a better student and community leader. He asked those that are going to college if they would consider coming back to Dauphin County. He wished them great success and future championships.

The Commissioners read a Certificate that was presented to Coach Price.

The Commissioners, along with the Coach, presented Certificates to the following: Megan Brown, Rachel Claroni, Arch Khokhar, Katana Nelson, Emily Massage, Ashley Arnold, Kaylee Thomas, Baylee West, Maddie Zimmer, Kate Wilson, Lexia Clements, Shealyn Tatara, Alex Held, Meredith Sheehan, Kailey Obenstine, Makenzie Stritzinger, Kylie Wall, Courtney Moodie, Elaina Joyner, Elizabeth Newman, Victoria Corado, Dianna Loyd, Claire Olmsted, Mallory Drayer and Kit Olmsted.

(Applause was given, and pictures taken.)

SALARY BOARD

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

HUMAN RESOURCES

Ms. Fisher indicated that there were no changes to the Packet.

It was moved by Mr. Pries and seconded by Mr. Hartwick 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 there were a few minor changes made to the Packet from last week. It is ready for approval.

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

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

Bid Award – Administration Building Waterproofing

Mr. Baratucci reported that ten bids were received for this project. Herbert, Rowland & Grubic, Inc. is recommending that the Commissioners approve the low bidder, which is Fares Farhat General Construction Services at a bid price of \$123,456.78.

It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board award the Bid for the Waterproofing Project at the Administration Building to the low qualified bidder, Fares Farhat General Construction Services at a bid price of \$123,456.78.

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

BUDGET & FINANCE DIRECTOR – MIKE YOHE

Mr. Yohe presented the following Report:

Report from the Office of Budget & Finance January 15, 2019

- **December 21, 2018** transferred **\$4,774,411.86** to the **Payables** account and **\$2,017,955.79** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **December 28, 2018** transferred **\$1,548,570.49** to the **Payables** account from the County's Concentration account for checks issued that week.
- **January 4, 2019** transferred **\$3,195,832.66** to the **Payables** account and **\$2,010,323.76** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **January 11, 2019** transferred **\$1,224,086.87** to the **Payables** account from the County's Concentration account for checks issued that week.
- **Wire Payments since last report: \$12,388,269.69**
- **Debt Service Payments since last report: \$32,231.27**
- **Term Investments**
 - None
- **Balance today in PA INVEST: \$1,423.84 rate 2.412%**
- **Balance today in First National Bank: \$104,038.55 rate 1.510%**

- **Balance today in S&T Bank: \$1,104,085.49 rate 1.870%**
- **Balance today in Santander Bank: \$1,095,880.60 rate 1.740%**
- **Balance today in Customers Bank: \$25,808,103.97 rate 2.400%**
- **Balance today in Customers Bank: \$13,210,779.50 rate 2.250%**
- **Balance today in PLGIT Prime: \$13,340,925.41 rate 2.410%**
- **Balance today in Riverview Bank: \$3,600,375.32 rate 2.370%**

No T.R.A.N. Line of Credit required for 2019.

CHIEF CLERK/CHIEF OF STAFF'S REPORT – J. SCOTT BURFORD

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

SOLICITOR'S REPORT – JOSEPH A. CURCILLO, III, ESQ.

Mr. Curcillo reported that everything that was reviewed by the Solicitor's Office is ready for consideration. No questions were asked.

MATTERS REQUIRING BOARD ACTION

- A. Independent Contractor Agreement between Dauphin County (Coroner) and Wayne K. Ross, MD., P.C.
- B. Repository Bids received from the Redevelopment Authority of the City of Harrisburg for the following properties:
 1. Parcel #09-014-004 (55 N. 13th Street) - \$500.00
 2. Parcel #09-014-005 (53 N. 13th Street) - \$500.00
 3. Parcel #09-014-006 (51 N. 13th Street) - \$500.00
- C. Repository Bid received from Howard Drayton for Parcel #09-021-022 (1400 Market Street) - \$500.00.
- D. Repository Bid received from Ishaya Fwam Lokai for Parcel #60-008-026 (227 Jefferson Street LA) - \$500.00.
- E. Certification of County Funds for the Pennsylvania Farmland Preservation for the 2019 Program Year.
- F. Proposal from NMS Labs to provide forensic toxicology testing for the period January 1, 2019 through December 31, 2010.
- G. Dauphin County Juror Parking Agreement for 2019 between Dauphin County (Courts) and Park Harrisburg.

- H. Subrecipient Agreement between Dauphin County and Habitat for Humanity of the Greater Harrisburg Area for Blight Remediation Support Services (CDBG - \$30,000.00).
- I. Subrecipient Agreement between Dauphin County and Community Action Commission for Housing Counseling and Preservation Program (CDBG - \$20,000.00).
- J. Partial Refund of 2016-2018 Real Estate Taxes – Parcels #15-001-001, #15-001-006, #15-001-007, #15-001-008, #15-001-009, #15-001-017, #15-002-001, #15-002-002, #15-002-004, #15-002-005, #15-002-006, #15-002-008, #15-002-014, #15-002-020 and #15-006-025 – Harrisburg Dairies, Inc. - \$13,729.98.
- K. Contract between Dauphin County and Zelenkofske Axelrod LLC for auditing services of the 2018 County Retirement Trust Fund.
- L. Contract between Dauphin County and Zelenkofske Axelrod LLC for auditing services of the 2018 County Conservation District.
- M. Contract between Dauphin County and Maher Duessel for auditing services for the year ended December 31, 2018, including Addendum.
- N. Full Service Agreement between Dauphin County (District Attorney) and Vigilnet America LLC.
- O. Purchase of Consultancy Services Agreement between Dauphin County and Susan M. Kolanda for continuation of services for professional administrative support and training services for the District Attorney's Child Abuse Unit.
- P. Sub-Grantee and Cooperation Agreement between Harrisburg Regional Chamber & CREDC, Harristown Development Corporation and Dauphin County for Redevelopment Assistance Capital Program (RACP) grant funding.
- Q. Request for Exoneration of 2018 County Real Property Tax for Community Evangelical Free Church in the amount of \$6,358.09.
- R. Amended Coroner's Office Standard Operating Procedure Fee Schedule.
- S. Agreement for Legal Services (Court Appointed Counsel) between Dauphin County and the Law Offices Gregory C. Mills (Gregory C. Mills) – Part Caseload Adult Conflict.
- T. Promulgation of Dauphin County's Emergency Operations Plan (EOP) 2019.
- U. Promulgation of Dauphin County's Emergency Operations Plan for Radiological Emergency Response Procedures (RERP).
- V. Agreement between Dauphin County (Public Safety) and Controls, Service and Engineering, Co., Inc. for HVAC Service for the Administrative Offices.
- W. Agreement between Dauphin County (Public Safety) and Controls, Service and Engineering, Co., Inc. for HVAC Service at the tower sites.
- X. Agreement between Dauphin County (Public Safety) and Controls, Service and Engineering, Co., Inc. for HVAC Service for the Liebert HVAC Unit 22 – ECC / 9-1-1-Center.

- Y. Agreement between Dauphin County (Public Safety) and Tom Stephenson Generator Service, Inc. for generator maintenance service at the tower sites.
- Z. Agreement between Dauphin County (Public Safety) and Tom Stephenson Generator Service, Inc. for generator maintenance service for 1 Stadco Generator on Robot Truck Generator, 1 Generac 6500, 1 Uljanik Generator on Decon Trailer and 2 Honda Generators on Hazmat 77-3.
- AA. Agreement between Dauphin County (Public Safety) and Tom Stephenson Generator Service, Inc. for generator maintenance service for the 500KW generator located at 911 Gibson Blvd., 35KW trailer mounted generator and 6500W portable generator for emergency communication.
- BB. Proposal for Integrated Pest Management Program between Dauphin County (Prison & Central Booking) and Orkin.
- CC. Extension of Independent Contractor Agreement between Dauphin County and Message Prose through December 31, 2019.
- DD. Amendment #1 to Purchase of Service Agreement between Dauphin County (AAA) and Aging Well PA, LLC.
- EE. Purchase of Service Agreements between Dauphin County (Children & Youth) and:
 - 1. Bethanna Inc.
 - 2. Building Arizona Families, Inc.
 - 3. Children's Home of Reading, Inc.
 - 4. Concern-Professional Services for Children, Youth and Families, Inc.
 - 5. Harborcreek Youth Services, Inc.
 - 6. Hope's Haven Residential Services, LLC
 - 7. Clear Vision Residential Treatment Services, Inc.
- FF. Adoption Assistance Agreements #2018-80, #2019-03, #2019-04 and #2019-05.
- GG. Subsidized Legal Custodianship Agreements #2019-01 and #2019-02.
- HH. Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:
 - 1. Frances Lavender
 - 2. Pennsylvania Recovery Organizations Alliance, Inc.
- II. Center for Excellence Pass-Through Grant Agreement between Dauphin County (Drug & Alcohol) and Pennsylvania Counseling Services, Inc.
- JJ. Amendment #2 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Pyramid Healthcare, Inc. t/d/b/a Mazzitti & Sullivan Counseling Services.
- KK. Amendments to Purchase of Service Agreements between Dauphin County (MH/ADP) and:
 - 1. Feeding Little Bellies, LLC – Amendment #1
 - 2. Julie E. Granito, MA, CCC-SLP – Amendment #1
 - 3. My Therapy Tree, LLC – Amendment #1
 - 4. Pediatric Physical Therapy, Inc. – Amendment #1
 - 5. TMB Developmental Therapy & Infant Massage, Inc. – Amendment #1
 - 6. United Cerebral Palsy of Central Pennsylvania, Inc. – Amendment #1

- LL. Human Services Development Fund (HSDF) Agreement between Dauphin County and United Way of the Capital Region, Inc.
- MM. Platinum Service Agreement between Dauphin County (Facilities Maintenance) and ThyssenKrupp Elevator Company for the Courthouse Building.
- NN. Platinum Service Agreement between Dauphin County (Facilities Maintenance) and ThyssenKrupp Elevator Company for the Human Services Building.
- OO. Platinum Service Agreement between Dauphin County (Facilities Maintenance) and ThyssenKrupp Elevator Company for the Administration Building.
- PP. Maintenance and Support Agreement between Dauphin County (Prison/Central Booking) and the PA Chiefs of Police Association and DataWorks Plus for maintenance and support of the Livescan machine and CPIN machine for the year 2019.
- QQ. Pro Rata Share – Colonial Park Mall Realty Holding, LLC – Docket No. 2018-CV-214-TX (Parcel #35-037-04) - \$7,017.50.
- RR. Pro Rata Share – Hershey Vacations Unlimited – Docket No. 2018-CV-6298-TX (Parcel #24-004-035) - \$1,737.40.
- SS. Proposal from Johnson Controls, Inc. for the installation of gauge cable and extension of existing spare conduit to the existing fire alarm devices.
- TT. Appointment of Kyley Schadel as Tax Collector of County taxes for Halifax Township. Ms. Schadel is replacing Melinda Warfel, who resigned.
- UU. Agreement between Dauphin County (Facilities Maintenance) and CGL Management Group, LLC, contingent on Solicitor’s review.
- VV. Repository Bids received from Jason Snelbaker for the following properties:
 - 1. Parcel #11-003-015 (2044 N. 4th Street) - \$500.00
 - 2. Parcel #11-003-014 (2046 N. 4th Street) - \$500.00
- WW. Training Packet.

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

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

Mr. DeFoor noted that on Item K, the cost will be paid for out of the Retirement Fund. (Approved at Retirement Board Meeting – Jan. 16, 2019)

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 Herbert, Rowland & Grubic, Inc. advising that the West Hanover Township Water and Sewer Authority is applying to DEP for a NPDES NOI Application for the Holiday Park Pump Station.
- B. Notification from Philadelphia Macaroni Company advising that they have submitted a State-Only Operating Permit Renewal Application to DEP's Air Quality Program for a facility located in Dauphin County.

PUBLIC PARTICIPATION

There was none.

Mr. Haste noted that the Retirement Board meeting will convene at 10:45 a.m.

ADJOURNMENT

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

Transcribed by: Richie-Ann Martz