



## **DAUPHIN COUNTY BOARD OF COMMISSIONERS**

### **LEGISLATIVE MEETING**

**JULY 31, 2019**

**10:00 A.M.**

#### **MEMBERS PRESENT**

Jeff Haste, Chairman  
George P. Hartwick, III, Secretary

Mike Pries, Vice Chairman (ABSENT)

#### **STAFF PRESENT**

Chad Saylor, Chief Clerk; Tim DeFoor, Controller; Fred Lighty, Esq., Solicitor's Office; James Zugay, Recorder of Deeds; Randy Baratucci, Director of Purchasing; Mike Yohe, Director of Budget & Finance; J. Scott Burford, Deputy Chief Clerk; Gerald Feaser, Jr., Director of Voter Registration/Elections; Faye Fisher, Director of Human Resources; Amy Richards, Press Secretary; Nick Chimienti, Sheriff; Donna Miller, Commissioners' Office; Jennifer Simpson, Court Administration; Larry Moore, Parks & Recreation; Shelby Nestler, Drug & Alcohol; Marisa McClellan, Director of Children & Youth; Currin Haines-Yoder, Children & Youth; J. Kiss, Public Safety; Daren Alwesabi, Human Resources; Chris Davis, Treasurer's Office; Darian Durkin, Solicitor's Office; Rebecca McCollough, Solicitor's Office; Alexzandria Burns, Commissioners' Office; Kelly Megonnel, Commissioners' Office; Ruby Doub, Commissioners' Office and Richie-Ann Martz, Assistant Chief Clerk

#### **GUESTS PRESENT**

Kenneth Miller, Rachel Croft (Skinner), Robin Skiles, Marva Brown, Jon Weigel, Katherine Weigel, Margaret Weigel, Dottie Weigel, Wendy Brice, Lacey Peterson, Cassidy Peterson, David Manbeck, Kate Fraser, Rachel Fraser, Brandi Shine, Robert Gaither, Rita Donmoyer, David Donmoyer, Maddie Donmoyer, Caeden Donmoyer, Kevin Dolphin, Diane Bowman, James Roxbury, Jodi Reagan, Dana Bryant, Carmen Henry-Harris, Kyle Peterson, Dylon Hudson, Kiesha Hudson and Wendy Gaither

## **MINUTES**

### **CALL TO ORDER**

Mr. Haste, Chairman of the Board, called the meeting to order at 10:01 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. Haste that the Board approve the July 17, 2019 Workshop/Legislative Meeting Minutes; motion carried.**

**It was moved by Mr. DeFoor and seconded by Mr. Hartwick that the Board approve the July 17, 2019 Salary Board 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**

- A. Dauphin County Commissioners
  - 1. Diversity Essay Contest Winners

Mr. Hartwick announced that the Dauphin County Cultural Celebration Task Force has again sponsored an essay contest for students between the ages of 6 to 18 to promote cultural diversity and equality. It used to be just essays, but this year it also includes art. Attending today are the several school officials: Mr. Miller, Brandy Schein and Jodi Reagan.

He introduced the judges and thanked them for volunteering their time to read and judge the essays: Wendy Brice, Dorothy Scott, Sheila Woodson, Levonia Dupree, Dana Bryant, Rachel Skinner, Frances Lavender, Hannah Covalt, Claudette Hankerson,

Marva Brown, Harvey Matthews, Terricia Radcliff, Carmen Henry-Harris, Kathryn Barnes, Terri Martinez and Robin Skiles.

The topics of the essays were:

Age 6-10

How does diversity make our world a better place? Draw a picture to support your essay.

Age 11-14

How are you an advocate for diversity within your community, home or school?

Age 15-18

What steps can you take to create a diversity task force in your school? Who would you select to be members of this group? What types of responsibilities could this group take on?

The winners will receive a certificate and prize money donated through funding from the Dauphin County Human Services.

### **Age 6-10**

Third Place: Izhah Lara of Milton Hershey School - \$25.00 (Unable to attend.)

Second Place: Katherine Weigel of Hershey Elementary School - \$30.00

Katherine will be entering 6<sup>th</sup> grade in the fall. She is a creative girl and loves art. She is currently learning to play the piano. For the past three years, she has participated in Girls on the Run. She is passionate about other cultures and loves meeting new people. Katherine is so grateful for the opportunity to be recognized for her writing, especially about a topic as important as diversity.

First Place: Avery Perkins of St. Joan of Arc Catholic School - \$60.00 (Unable to attend.)

Mr. Haste thanked the Judges and the Committee, but most importantly the participants for taking part in this program. He also thanked Ally, the intern for the Commissioners' Office – she put everything together.

### **Age 11-14**

Third Place: Kyle Peterson of St. Catherine Laboure - \$40.00

Kyle is a very dedicated young man. He is passionate about baseball and plays for the prestigious Mid Penn Prospects as well as Susquehanna. When he is not playing baseball, he keeps active by also participating in basketball. He enjoys spending time with his family and friends. Kyle is so honored to be recognized for his writing on the celebration of diversity.

Second Place: Riley Lawler of St. Catherine Laboure - \$50.00 (Unable to attend.)

First Place: Maddi Donmoyer of St. Catherine Laboure - \$100.00

Maddie is a very neat young lady. She is an avid field hockey player and also runs track for her school. She is a great student and enjoys studying to earn good grades. In her free time, she loves spending time with her family and volunteering at the Hershey Story. She is so pleased to win this award and continues to advocate for diversity and a better society.

### **Age 15-18**

Third Place: Maya Matincheck of Central Dauphin High School - \$40.00 (Unable to attend.)

Second Place: Amelia Smeltz of Central Dauphin High School - \$65.00 (Unable to attend.)

First Place: Katharine Fraser of Central Dauphin High School - \$140.00

Katharine will be entering her sophomore year at Central Dauphin High School in the fall. She is athletic and plays volleyball and soccer. She is also musical and plays the flute and the baritone saxophone. In her free time, she loves to spend time with your many friends. She is grateful for this award and will continue to promote diversity at school.

(Applause was given, and pictures taken.)

The Commissioners invited them to the Cultural Festival on Friday, August 2, 2019 – starting at 5:00 p.m.

## **SALARY BOARD**

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

## **HUMAN RESOURCES**

Ms. Alwesabi indicated that a change was made to the listing and the listing was redistributed. No questions were asked.

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

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

## **PURCHASE ORDERS**

Mr. Baratucci reported that he had an additional item to add. It is for the Register of Wills and is on Page 6 – transferring printed files to electronic files, which will be charged to the Automation Account.

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

**Question:** Mr. Haste – 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 July 30, 2019**

- **July 19, 2019** transferred **\$6,604,988.89** to the **Payables** account and **\$2,151,080.01** to the **Payroll** account from the County's Concentration account for checks issued that week.
- **July 26, 2019** transferred **\$3,386,084.20** to the **Payables** account from the County's Concentration account for checks issued that week.
- **Wire Payments since last report: \$10,923,840.48**
- **Debt Service Payments since last report: \$32,231.24**
- **Term Investments**
  - None
- **Balance today in PA INVEST: \$1,443.97 rate 2.331%**
- **Balance today in First National Bank: \$104,806.22 rate 1.510%**
- **Balance today in S&T Bank: \$1,115,802.91 rate 2.350%**
- **Balance today in Santander Bank: \$1,107,161.45 rate 2.250%**
- **Balance today in Customers Bank: \$14,097,921.18 rate 2.400%**
- **Balance today in Customers Bank: \$0.00 rate 2.400%**
- **Balance today in PLGIT Prime: \$81,070,949.88 rate 2.440%**

- **Balance today in Riverview Bank: \$3,645,677.68 rate 2.490%**

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

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

Mr. Saylor reported on two items. The first one is Item V, the Washington Township request to strike and exonerate the County's taxes. This is for a property that was in bankruptcy and the Township is acquiring it to add to their baseball complex.

The second item is regarding the voting machines. Mr. Feaser, with the help of Mr. Lighty put together a request for information which will be sent to the companies based on the surveys that were completed at the voting machine demonstration. The RFI will get information on the cost of the machines, storage, maintenance, etc.

### **MATTERS REQUIRING BOARD ACTION**

- A. Agreement between Dauphin County (Public Safety) and Intergraph Corporation d/b/a Hexagon Safety & Infrastructure for the implementation of a Computer Aided Dispatch to RapidSOS Interface.
- B. Partial Refund of 2019 Real Estate Taxes – Parcel #40-013-001 (93 Airport Dr.) – LiBrandi Machine Shop, Inc. - \$4,938.58.
- C. Subordination Agreement for Simone Santin on the property located at 534 Lincoln Street, Steelton, PA 17113.
- D. Request to Waive Penalty and Cost – Jennifer Singer – Parcel #35-057-053 (504 Nevada Avenue) - \$78.52.
- E. Satisfaction Piece for Lisa A. Mangle on the property located at 855 Blosser Street, Millersburg, PA 17061 - \$2,500.00.
- F. Commonwealth of Pennsylvania Multi-Party Geospatial Data-sharing Agreement between Dauphin County and PA State Geospatial Coordinating Board.
- G. Conditions of Rental Contract between Dauphin County (Parks & Recreation) and RoadSafe Traffic Systems for Fort Hunter Day – September 15, 2019.
- H. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Garth Smallwood for the following events:
  - 1. Cultural Festival (August 1 & 2, 2019) - \$150.00
  - 2. Jazz & Wine Festival (September 7 & 8, 2019) - \$250.00
- I. Independent Contractor Agreement between Dauphin County (Parks & Recreation) and Harold Anderson for the following events:
  - 3. Cultural Festival (August 1 & 2, 2019) - \$125.00
  - 4. Jazz & Wine Festival (September 7 & 8, 2019) - \$250.00

- J. Work Orders for Project 102757 – Greenbelt 39 to Fort hunter (Design/Build Limited to ADA Curb Ramps):
  - #1 – adding \$46,697.66 (balancing completed contract items)
  - #2 – adding \$7,308.24 (line marking removal of 4” and 6” striping)
- K. Adoption Assistance Agreements #2019-36 and #2019-37.
- L. Amendments to the following Adoption Assistance Agreements:
  - #2003-16 – Amendment #1
  - #2009-20 – Amendment #2
  - #2009-82 – Amendment #1
  - #2009-83 – Amendment #1
- M. Fiscal Year 2020-2021 Needs Based Plan & Budget.
- N. Purchase of Service Agreements between Dauphin County (Drug & Alcohol) and:
  1. Dataquest, Inc.
  2. Halfway Environment for Alcoholics Recovering, Inc. t/d/b/a The Gate House
  3. UHS of Pennsylvania, Inc. t/d/b/a Roxbury Treatment Center, Inc.
- O. Amendment #1 to Purchase of Service Agreement between Dauphin County (Drug & Alcohol) and Pyramid Healthcare, Inc.
- P. Amendment #1 to Purchase of Service Agreement between Dauphin County (MH/A/DP) and Playtime Therapy, LLC.
- Q. Pennsylvania Commission on Crime and Delinquency Subgrant 2019/2020-GO-MA-30948 Award acceptance for “Vivitrol Treatment Program in the County Prison”.
- R. Subordination Agreement for Mary E. Kautz on the property located at 2236 Highland Circle, Harrisburg, PA 17110.
- S. Satisfaction Piece for Gloria J. Howze on the property located at 217 Timber Ridge Drive, Harrisburg, PA 17110 - \$3,500.00.
- T. Subrecipient Agreement between Dauphin County and Tri-County HDC, Ltd. for Dauphin County Infill (2018 Home Investment Partnership Program Funds - \$90,351.45).
- U. Agreement between Dauphin County and Schuylkill Excavating, LLC for the 2125 Paxton Church Road Storm Sewer Replacement Project.
- V. Authorization to strike/exonerate the County, County Library and Bureau Costs on Parcels #66-016-051 and #66-009-070 for the years 2011-2019 in the amount of \$10,671.33 – Washington Township.
- W. Amendment to the Utility Relocation Reimbursement Agreement between the Commonwealth of Pennsylvania, Dauphin County and PPL Electric Utilities Corporation (Duke Street Bridge).
- X. Approval of a request from Barbara Leitzell, dated June 10, 2019, to change the effective date of exemption to January 1, 2019 for Parcel #43-015-112 (1211 Buttonwood Drive).

- Y. NuTec Design Associates, Inc. Additional Services Request #3 (MDJ Smith)
- Z. Local Share Municipal Grant Program - Unrestricted Funds – Shalom House (Fueling the Future: Next Steps & Stepping into Sustainability Project) - \$344,500.
- AA. Local Share Municipal Grant Program – Unrestricted Funds – Susquehanna Township (Hanna Foundation Project) - \$50,000.
- BB. Appointment of Michael Musser to the Dauphin County Housing Authority Board. Mr. Musser’s term will expire August 26, 2024.
- CC. Appointment of Brenda Lawrence to the Children & Youth Advisory Board. Ms. Lawrence’s term will expire December 31, 2021.
- DD. Training Packet.

**It was moved by Mr. Hartwick and seconded by Mr. Haste that the Board approve Items A through DD listed above under Items for Discussion.**

**Question:** Mr. Haste – 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 Snyder, Secary & Associates, LLC advising that the United Parcel Service is applying to DEP for a General Permit 4 – Outfall Structure General Permit for the location of a 36” SLPEP outfall culvert (UPS-Northeast Regional Hub) in Lower Swatara Township.
- B. Notification from Herbert, Rowland & Grubic, Inc. advising that the Halifax Area Water and Sewer Authority is filing an application to DEP for a Water Quality Management Part II Permit for the proposed Wastewater Treatment Plant Upgrade Project in Halifax Borough.
- C. Notification from K&W advising that Halifax Township is applying to DEP for a General Permit-11 for the Hershey Road Culvert Replacement Project in Halifax Township.

- D. Notification from Hershey Engineering, Inc. advising that Christopher J. Ilgenfritz is applying to DEP for a NPDES Permit for stormwater discharges associated for earth disturbance for the construction of a single-family residential home and access drive in South Hanover Township.
- E. Notification from Gannett Fleming advising that the Penn State Medical Center is applying to DEP for a NPDES Permit for stormwater discharges associated with the construction of a new road through the campus and to relocate utilities at the DGS Annex Complex.
- F. Notification from McCormick Taylor advising that the PA Department of Transportation is applying to DEP for a Joint Permit – PA Water Obstruction and Encroachment and U.S. Army Corps of Engineers Section 404 Permit for the SR 2030-006 Blue Ridge Avenue Structure Replacement Project.
- G. Notification from Votex Environmental, Inc. advising that Hanuman 4, Inc. is applying to DEP and the U.S. Army Corps of Engineers for a Joint Permit Application for the proposed wetland and stream channel impacts associated with the proposed new hotel project located at 260 N. Hershey Road in West Hanover Township.
- H. Notification from R. J. Fisher & Associates, Inc. advising that they are applying to DEP for a NPDES Permit for stormwater discharges associated with the development of a project known as Temple and Community Building, a place of worship in Lower Paxton Township.

## **PUBLIC PARTICIPATION**

There was none.

## **ADJOURNMENT**

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

Transcribed by: Richie-Ann Martz