



**BOARD OF COMMISSIONERS MEETING
JANUARY 14, 2026**

Final
Tuesday, January 13, 2026
9:30 AM

- I. CALL TO ORDER**
- II. MOMENT OF SILENCE**
- III. PLEDGE OF ALLEGIENCE**
- IV. CHIEF CLERK’S REPORT – ERIC HAGARTY**
- V. SOLICITOR’S REPORT – MATTHEW L. OWENS, ESQ.**
- VI. PUBLIC PARTICIPATION RELATING TO AGENDA ITEMS**
- VII. REVIEW AND APPROVAL OF MINUTES (2)**
 1. December 10, 2025 Board of Commissioners Meeting Minutes
 2. December 17, 2025 Board of Commissioners Meeting Minutes
- VIII. DIRECTORS/GUESTS**
 - None
- IX. SALARY BOARD (1)**
 1. December 17, 2025 Salary Board Meeting Minutes
- X. HUMAN RESOURCES (2) – FAYE FISHER**
 1. Personnel Packet
 2. 2026 Salaries and Pay Scale
- XI. BUDGET & FINANCE (1) – CHRISTOPHER DAVIS**

- Investment Report
- 1. Purchase Order Packet

XII. MATTERS REQUIRING BOARD ACTION (42)

Adoption Assistance and Custodianship Agreements

1. Adoption Assistance Agreement #2026-04
2. Adoption Assistance Agreement #2026-06

Board Appointments

3. Tamira Dykes
Reappointed To: Affordable Housing Fund Board
Term Expiration: December 31, 2027
4. Randy Greider
Reappointed To: Agricultural Land Preservation Board
Term Expiration: December 31, 2028
5. Rennie Phillips
Reappointed To: Agricultural Land Preservation Board
Term Expiration: December 31, 2028
6. Tamara Willis
Reappointed To: Drugs & Alcohol Advisory Board
Term Expiration: December 31, 2028
7. Karen Lutz
Reappointed To: Fort Hunter Board of Trustees
Term Expiration: December 31, 2028

8. Frank Lynch

Appointed To: General Authority Board

Term Expiration: January 1, 2031

9. Everette Hamilton

Reappointed To: Industrial Development Authority / Economic Development Corporation

Term Expiration: December 31, 2030

Human Services Agreements

10. Agreement between Dauphin County and TeamCare Behavioral Health, LLC

Requesting Department: Mental Health, Autism, & Developmental Programs

Description: Assisted Outpatient Treatment (AOT) examinations and psychiatric outpatient services such as psychiatric evaluations, medication management services, and outpatient therapy for individuals, families, and groups.

Cost: \$12,000.00

Change from Prior Rate: No

Term Length: One Year

Fund Source: 97.47% State, 2.53% County

Budgeted: Yes

11. Agreement between Dauphin County and Keystone Service Systems, Inc. – Amendment #1

Requesting Department: Mental Health, Autism, & Developmental Programs

Description: This amendment to an existing agreement adds additional funding for pre-existing agreement covering residential programs, intensive case management, and peer support services.

Cost: \$126,313.00

Change from Prior Rate: N/A

Term Length: One Year

Fund Source: 97.47% State, 2.53% County

Budgeted: Yes

12. Agreement between Dauphin County and Families United Network, Inc. – Addendum #1

Requesting Department: Children & Youth

Description: This addendum to an existing agreement provides for language interpretation-related mileage reimbursement and increases the rate to \$0.70/mile in accordance with a corresponding increase in the federal reimbursement rate.

Cost: \$0.70/mile

Change from Prior Rate: Increased from \$0.67/mile

Term Length: One Year

Fund Source: 80% State, 20% County

Budgeted: Yes

13. Agreement between Dauphin County and Fostering Success Boys to Men – Addendum #1

Requesting Department: Children & Youth

Description: This addendum to an existing agreement provides for one-on-one care for a child-specific situation.

Cost: \$25.00/hour

Change from Prior Rate: N/A

Term Length: One Year

Fund Source: 80% State, 20% County

Budgeted: Yes

14. Agreement between Dauphin County and NYC Early Learning Company, Inc. – Addendum #1

Requesting Department: Children & Youth

Description: This addendum to an existing agreement adds protective daycare for an interstate compact on the placement of children for a child placed with a kinship care.

Cost: \$175.00/week

Change from Prior Rate: N/A

Term Length: One Year

Fund Source: 80% State, 20% County

Budgeted: Yes

15. Memorandum of Understanding between Dauphin County, SWAN Legal Services Initiative, Diakon-SWAN, LLC and VOCE (formerly known as Family Design Resources, Inc.)

Requesting Department: Children & Youth

Description: Outlines the relationship and responsibilities regarding services provided by paralegals working with Children & Youth staff to prepare petitions, court orders, court related documents, and schedule cases within all required timelines.

Cost: None

Change from Prior Rate: N/A

Term Length: Five Years

Fund Source: N/A

Budgeted: N/A

16. Memorandum of Understanding between Dauphin County and Pennsylvania Children and Youth Administrators (PCYA)

Requesting Department: Children & Youth

Description: Allows for agency participation in the Accenture Avenues Virtual Reality Training Program, which is a training program for case workers to practice real-life scenarios.

Cost: \$8,013.00

Change from Prior Rate: No

Term Length: One Year

Fund Source: 80% State, 20% County

Budgeted: Yes

17. Agreement between Dauphin County and Craig Eshenaur Rentals, LLC

Requesting Department: Drug & Alcohol Services

Description: Extends the Department of Drug & Alcohol Services' current occupancy of office space at 3815 Tecport Drive, Harrisburg, PA 17111.

Cost: \$10,243.59 per month

Change from Prior Rate: 2.5% increase

Term Length: Six months

Fund Source: 100% State

Budgeted: Yes

18. Agreement between Dauphin County and CSI Corporate Security and Investigations, LLC – Addendum #1

Requesting Department: Children and Youth

Description: This addendum to the existing agreement adds court testimony for a child case-specific situation in which provider staff have been court-ordered to attend and testify at a hearing.

Cost: \$110.00 per hour

Change from Prior Rate: N/A

Term Length: One Year

Fund Source: 80% State, 20% County

Budgeted: Yes

General Agreements

19. Settlement Agreement between Dauphin County and Employee

20. Agreement between Dauphin County and Robert G. Radabach, Esq.

Requesting Department: Tax Assessment

Description: 2026 tax mapping research and assistance with handling disputes that arise over the accuracy and/or required information on deeds, deed issues, and engagement for legal services.

Cost: \$250.00 per parcel, not to exceed \$10,000.00 per year

Change from Prior Rate: No

Term Length: One Year

Fund Source: County General Fund

Budgeted: Yes

21. Agreement between Dauphin County and Mid-Atlantic Valuation Group, Inc.

Requesting Department: Tax Assessment

Description: Expert advice regarding appraisal reports and valuation-oriented evidence/testimony for appeals involving commercial and industrial properties.

Cost: \$300.00 per hour, not to exceed \$35,000.00

Change from Prior Rate: \$5,000.00 decrease

Term Length: One Year

Fund Source: County General Fund

Budgeted: Yes

22. Agreement between Dauphin County and Neumo

Requesting Department: Register of Wills & Clerk of Orphans Court

Description: Contract renewal for records management solutions including eFilings, eProbate, and remote marriage licensing.

Cost: \$239,746.49 over Five Years (\$45,485.60 in Year 1)

Change from Prior Rate: \$5,050.52 increase over five years

Term Length: Five Years

Fund Source: County General Fund

Budgeted: Yes

23. Agreement between Dauphin County and Harrisburg State Farm Community Garden Lease between PA Department of Agriculture

Requesting Department: Parks & Recreation

Description: A land lease for the 2026 growing season.

Cost: \$660.00

Term Length: One Year

Fund Source: Dauphin County Community Fund

Budgeted: Yes

24. Agreement between Dauphin County and e-Data Experts, Inc.

Requesting Department: Information Technology

Description: For software development, software maintenance, and support services.

Cost: \$188,000.00

Change from Prior Rate: No

Term Length: One Year

Fund Source: County General Fund

Budgeted: Yes

Repository Bids

25. Roberta Barrett

Parcel #: 35-045-128

Address: Hazel Street, Harrisburg, PA

Potential proceeds: \$2,100.00

Satisfaction Pieces

26. Raymond Hayes

Address: 4902 Virginia Avenue, Harrisburg, PA 17109

Proceeds: \$3,000.00

27. Keith W. Straining, Sr.

Address: 1422 Swatara Street, Harrisburg, PA 17104

Proceeds: \$2,942.00

Policies and Procedures

28. Nepotism Policy – Revised

Description: Strengthens Dauphin County's existing Nepotism Policy to include children, step-children, foster children, and children-in-law in the definition of "Family Members" and prohibits one family member from being in a position to directly or indirectly supervise, evaluate, discipline, influence pay, promotion, scheduling, assignments, working conditions, or approve timecards for another family member.

Presenter Agreements

29. Agreement between Dauphin County and Sound Advantage, Inc.

Requesting Department: Parks & Recreation

Description: For movie screen and audio for the Sunset Music and Movie Series.

Cost: \$7,350.00

Term Length: June 12, 2026 to August 23, 2026
Fund Source: Dauphin County Community Fund
Budgeted: Yes

30. Agreement between Dauphin County and Mark DeRose

Requesting Department: Parks & Recreation
Description: For entertainment at the 2026 BrewFest.
Cost: \$600.00
Term Length: One-time
Fund Source: Dauphin County Community Fund
Budgeted: Yes

31. Agreement between Dauphin County and Ryan Bridge The Bug Man LLC

Requesting Department: Parks & Recreation
Description: For insect presentations during Nature Explorers Day Camp.
Cost: \$770.00
Term Length: One-time
Fund Source: Dauphin County Community Fund
Budgeted: Yes

32. Agreement between Dauphin County and Mosaic Montage

Requesting Department: Parks & Recreation
Description: For three mosaic workshops.
Cost: \$40.00 per participant
Term Length: One-time
Fund Source: Dauphin County Community Fund
Budgeted: Yes

33. Agreement between Dauphin County and Brian Scott

Requesting Department: Parks & Recreation
Description: For Shiitake Mushroom Log Workshop.
Cost: \$200.00

Term Length: One-time

Fund Source: Dauphin County Community Fund

Budgeted: Yes

34. Agreement between Dauphin County and Falcon Race Timing, LLC

Requesting Department: Parks & Recreation

Description: For Run Wild for Wildwood 5K/10K race timing.

Cost: \$1,100.00

Term Length: One-time

Fund Source: Dauphin County Community Fund

Budgeted: Yes

35. Agreement between Dauphin County and Mighty Music Corporation

Requesting Department: Parks & Recreation

Description: For 2026 Jazz & Wine Festival entertainment.

Cost: \$11,000.00

Term Length: One-time

Fund Source: Dauphin County Community Fund

Budgeted: Yes

36. Agreement between Dauphin County and Best Kept Soul

Requesting Department: Parks & Recreation

Description: For 2026 Jazz & Wine Festival entertainment.

Cost: \$3,250.00

Term Length: One-time

Fund Source: Dauphin County Community Fund

Budgeted: Yes

37. Agreement between Dauphin County and Kofi Boakye (BlaBoak Ventures LLC)

Requesting Department: Parks & Recreation

Description: For 2026 Jazz & Wine Festival entertainment.

Cost: \$6,500.00

Term Length: One-time

Fund Source: Dauphin County Community Fund

Budgeted: Yes

38. Agreement between Dauphin County and Robert Martin

Requesting Department: Parks & Recreation

Description: For 2026 Fort Hunter Day performances.

Cost: \$400.00

Term Length: One-time

Fund Source: Dauphin County Community Fund

Budgeted: Yes

39. Agreement between Dauphin County and Mighty Music Corporation (B. Simpson, M. Meadows, Jessy J)

Requesting Department: Parks & Recreation

Description: For 2026 Jazz & Wine Festival entertainment.

Cost: \$12,500.00

Term Length: One-time

Fund Source: Dauphin County Community Fund

Budgeted: Yes

40. Agreement between Dauphin County and Chelsey Green & The Green Project

Requesting Department: Parks & Recreation

Description: For 2026 Jazz & Wine Festival entertainment.

Cost: \$7,500.00

Term Length: One-time

Fund Source: Dauphin County Community Fund

Budgeted: Yes

41. Agreement between Dauphin County and Phaze II

Requesting Department: Parks & Recreation

Description: For 2026 Jazz & Wine Festival entertainment.

Cost: \$3,500.00

Term Length: One-time

Fund Source: Dauphin County Community Fund

Budgeted: Yes

Training

42. Training Packet

XIII. FORMER BUSINESS

XIV. NEW BUSINESS

XV. COMMISSIONERS' REMARKS

- **SECRETARY** – GEORGE P. HARTWICK, III
- **VICE CHAIR** – MIKE PRIES
- **CHAIR** – JUSTIN DOUGLAS

XVI. CORRESPONDENCE

XVII. GENERAL PUBLIC PARTICIPATION

XVIII. ADJOURNMENT

****THE NEXT SCHEDULED MEETING WILL BE WEDNESDAY, JANUARY 21, 2026 AT 10:00 A.M. ****