# DAUPHIN COUNTY BOARD OF COMMISSIONERS

## LEGISLATIVE MEETING

## JULY 16, 2025
## 10:00 A.M.

## MEMBERS PRESENT

Justin Douglas, Chairman
Mike Pries, Vice Chairman
George P. Hartwick, III, Secretary

## STAFF PRESENT

Eric Hagarty, Chief Clerk; Vince L. Paese, Deputy Chief Clerk; Mary Bateman, Controller; Matthew L. Owens, Esq., Solicitor; Chris Davis, Director Budget & Finance; Kelly Torres, Solicitor's Office; Natalie Burston, Solicitor; Randie Yeager, Director of Human Services; Sam Kupfner, Solicitor's Office; Robert Morgan, Human Resources; Jeff Enders, Director of Public Safety; Sharon Jungfer; Risk Manager; Cassie Rushinski, Human Resources; Jennifer Simpson, Courts; Chris Fisher, EMA; Anthea Stebbins, Director of Parks & Recreation; Guy Beneventano, Solicitor; Edgar Cohen, Director of Facility Maintenance; Robert Evans, Director of Information Technology; Sheila Britt, Domestic Relations; Jennifer Smallwood, Commissioners' Office; Dan Robinson, Commissioners' Office; Chris Corrado, Commissioners' Office; Alyson Wert, Commissioners' Office

## GUESTS PRESENT

Gene Stilp

## MINUTES

## CALL TO ORDER

Mr. Douglas, Chairman of the Board, called the meeting to order at 10:00 a.m.

## MOMENT OF SILENCE

Everyone observed a moment of silence.

## PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

## PUBLIC PARTICIPATION

There were none.

## APPROVAL OF MINUTES

**It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the June 25, 2025, Workshop Meeting Minutes and the July 2, 2025, Legislative Meeting Minutes.**

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

**It was moved by Ms. Bateman and seconded by Mr. Pries that the Board approve the July 2, 2025, Salary Board Meeting Minutes**.

**Question:** Mr. Douglas – Aye; Mr. Pries– Aye; and Mr. Hartwick – Aye; and Ms. Bateman – Aye; motion carried.

## EXECUTIVE SESSIONS HELD BETWEEN MEETINGS

Mr. Hagarty reported that on Tuesday, July 15, 2025, an Executive Session was held to obtain the advice of legal counsel regarding grant funding, board appointment process improvement, personnel matters, and public safety.

## DEPARTMENT DIRECTORS/GUESTS

There was none.

## SALARY BOARD – CASSIE RUSHINSKI

There was not a salary packet for this cycle.

## HUMAN RESOURCES – CASSIE RUSHINSKI

Ms. Rushinski asked that all items be approved on the Personnel Packet.

**It was moved by Mr. Pries and seconded by Mr. Hartwick that the Board approve all items in the Personnel packet.**

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

Mr. Pries asked if all items are within budget for the departments. Ms. Rushinski said yes.

## BUDGET & FINANCE – CHRISTOPHER DAVIS, BUDGET DIRECTOR

Investment Report

Mr. Davis provided the following report:

# Report from the Office of Budget & Finance

July 16, 2025

**Account Transfers:**

| *Date:* | *From:* | *To:* | *Amount:* |
|---|---|---|---|
| 7/3/25 | Concentration | Payables | $ 945,308.65 |
| | | | |
| 7/10/25 | Concentration | Payables | $ 7,824,311.21 |
| | Concentration | Payroll | $ 2,648,672.88 |

**Wire Payments Since Last Report:** $ 1,590,634.56

**Debt Service Payments Since Last Report:** $ -

**Term Investments:**

| ***Purchase Date:*** | ***Investment:*** | ***Financial Institution:*** | ***Rate:*** | ***Initial Investment:*** | ***Maturity Date:*** |
|---|---|---|---|---|---|
| | None | | | | |

**Investment Accounts:**

| ***Account:*** | ***Financial Institution:*** | ***APR:*** | ***Balance:*** |
|---|---|---|---|
| **7194 | Citizens Bank | 0.10% | $ 55,823.57 |
| | Customers Bank | 4.33% | $ 3,433,626.90 |
| **3793 | F&M Trust | 4.41% | $ 4,767,328.50 |
| | First National Bank | 4.50% | $110,600,193.37 |
| **5517 | M&T Investment | | $ 105,653.10 |
| **9210 | Mid Penn Bank | 0.50% | $ 10.92 |
| **7506 | Old Dominion Bank | 4.40% | $ 30,289,345.86 |
| **4860 | PA INVEST | 4.26% | $ 30,953.07 |
| **3023 | PLGIT Prime | 4.36% | $ 2,274,220.20 |
| **1209 | S&T Bank | 0.05% | $ 0.44 |
| **9449 | Univest Bank | 4.50% | $ 17,387,308.05 |

| | |
|---|---|
| **TOTAL** | **$168,944,463.98** |

**No T.R.A.N. Line of Credit required for 2025**

Purchase Order Packet

Mr. Davis reported there are no changes to the Purchase Order Packet.

> **It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve the Purchase Order Packet.**
>
> **Question:** Mr. Douglas – Aye; Mr. Pries – Aye; and Mr. Hartwick – Aye; motion carried.

## CHIEF CLERK/CHIEF OF STAFF – ERIC HAGARTY

Mr. Hagarty talked about items on the agenda requiring a vote. He also wanted to provide an update on our live streaming of these meetings. As Pamela Parson noted previously, Facebook is instituting a new policy of removing videos after 30 days. Although we will continue to stream these meetings on Facebook, we have now uploaded all our previously-recorded meetings to our YouTube channel, which is @dauphincounty, and we'll continue to upload the recordings to YouTube following the meetings so that they are preserved.

## SOLICITOR'S REPORT – MATTHEW L. OWENS, ESQ

Mr. Owens reported that all Items are ready for your vote and consideration.

Mr. Pries asked for an update on TecPort. Mr. Owens mentioned that the cost estimates will be in by Friday, July 18th, and the deadline to close is July 31, 2025.

## MATTERS REQUIRING BOARD ACTION

### General Items

1. Satisfaction Piece for Michael D. Hardy on property 1461 Adams Avenue Harrisburg, PA - $5,000.00.

2. Satisfaction Piece for Karli K. Santamaria on property 1929 Forster Street, Harrisburg, PA - $3,000.00.

3. Satisfaction Piece for Wilfred Torres Mercado and Nilsa Avilies Fiqueora on property 452 Eshelman Street, Highspire, PA - $3,500.00.

4. Satisfaction Piece for Joanna Louise Ball on property 203 Eastwood Drive, Harrisburg, PA - $3,000.00.

5. Satisfaction Piece for Mary E. Simpson and Shawn M. Simpson on property 2007 Forster Street, Harrisburg, PA - $3,000.00.

6. Refund of 2025 Real Estate Taxes, parcel #35-070-246, property location 1121 Clifdon Court, Harrisburg - $1,976.25.

7. Partial Refund of 2025 Real Estate Taxes, parcel #22-017-017, property location Koser Road, Elizabethtown - $397.64.

8. Expansion Agreement between Dauphin County (Parks & Recreation) and Suzann Schiemer for The Power of Awe on September 28, 2025 - $15.00 per person – paid for by the Dauphin County Community Fund.

9. Expansion Agreement between Dauphin County (Parks & Recreation) and Appalachian Kayak, LLC for Kayaking on August 16, 2025 - $55.00 per person plus guides at $90.00 each - paid for by the Dauphin County Community Fund.

10. Agreement between Herbert, Rowland & Grubic, Inc., for 2025 Wildwood Park Trail and Stream Improvements Amended & Restated Retainer Agreement - $64,000.00.

11. Agreement between Dauphin County (Information Technology) and Govify/2vita Inc. for software and services for pilot program – 6-month term - $12,000.00.

12. Renewal Agreement between Dauphin County (Public Safety) and Hexagon Safety Infrastructure & Geospatial Division for maintenance and support on Computer-Aided Dispatch (CAD) software $515,771.80.

13. Agreement between Dauphin County (Public Safety) and the County of Schuylkill for the Hazardous Materials Emergency Planning and Response Act.

14. SCTF Commercial Insurance Policy and Endorsement by Citizens Insurance Company - $23,067.00 – paid by the SCR Counter-Terrorism Task Force.

15. Agreement between Dauphin County (Prison) and Brightly Software Inc. for computerized maintenance management system. Prorated 1st term will be invoiced from 7/1/25 – 11/30/25 at $4,169.09. Implementation separate line items billed in increments with no upfront cost.

16. Agreement between Dauphin County (Prison) and Cleveland Brothers Equipment Co. Inc. for a 3-year extension beginning August 2025 for P & Q block generator, load bank and battery replacement. 2025-2026 - $957.00; 2026-2027 - $995.00; 2027-2028 - $1,035.00; battery replacement for 2025 - $881.00; Load Bank 2025-2026 $1,015.00; Load Bank 2026-2027 $1,017.00; Load Bank 2027-2028 $1,018.00.

17. Agreement between Dauphin County (Coroner's Office) and Dr. Wayne K. Ross, M.D., P.C. as a medical examiner – one-year term - $2,500.00 per autopsy performed.

18. Tax Stipulation/Court Order on settlement of tax appeal and lawsuit regarding Harrisburg PA III SGF, LLC, ADG Keystone Plaza Associates, Sage Market Square Plaza LP, Dauphin County Bank and Trust c/o M&T Bank.

19. Addendum #1 - Agreement between Dauphin County (Solid Waste) and Cintas Corporation for mat cleaning services - $10.16 per week.

20. Grant extension for one-year, no cost extension for the District Attorney's Office – 2022 COSSUP grant. The extension doesn't provide any additional funding for the project; it simply gives them until 9/30/2026 to extend the grant funds and complete the project.

21. Agreement between Dauphin County (Agency on Aging) and The East Hanover Township Municipal Authority T/D/B/A Autumn Leaves of East Hanover Senior Center. Provider will make available to eligible participants, planned socialization, recreation, education opportunities and congregate meals. $1,000.00 paid for by 100% State funds.

22. Amendment #2 - Agreement between Dauphin County (MH/A/DP) and Penn Medical EMS. Provides quality services to Dauphin County for emergency transportation. Dauphin County pays for these trips for individuals on 302 orders if they are uninsured or underinsured. Increased contract amount by $20,000.00 to new total of $62,000.00 due to high utilization and paid for by 97.47% State Mental Health Block Grant funds and 2.53% County funds.

23. Agreement between Dauphin County (MH/A/DP) and Pennsylvania Counseling Services, Inc. 102-118: Mental Health outpatient evaluations, psychiatry, and therapy services for individuals who are uninsured or underinsured.119: Intensive Outpatient/Social Rehab services for individuals who are dually diagnosed and forensically involved. $400,000 paid via 97.47% State Mental Health Block Grant funds, 2.53% County funds.

24. Amendment #2 - Agreement between Dauphin County (MH/A/DP) and Aspirations, LLC. In-Home and Community Support is a direct service provided in home and community settings to assist participants in acquiring, maintaining, and improving the skills necessary to live in the community, to live more independently, and to participate meaningfully in community life. Increasing contract amount $175,000 to new total $1,060,000.00 due to significantly projected increases for Aspirations' Early Intervention and Intellectual Disability/Autism contract lines paid for by 97.47% State Human Services Block Grant and 2.53% County Funds.

25. Amendment #1 - Agreement between Dauphin County (MH/A/DP) and Central PA Therapy Connections, LLC. Speech Therapy, Individualized

Family Service Plan Teaming Speech Therapy, Occupational Therapy, Individualized Family Service Plan Teaming Occupational Therapy, Physical Therapy, Individualized Family Service Plan Teaming Physical Therapy, Special Instruction, Individualized Family Service Plan Teaming Special Instruction, Early Intervention Training money. As of March 1, 2025, the FY24-25 projected amount needed at the end of the fiscal year for this contract is approximately $80,000.00. The additional contracted money can be utilized towards another provider (Aspirations) whose projected contract amount is approximately $150,000.00 less than the current contracted amount. We would move the money from this contract to Aspirations' contract. The original contract was $340,000.00 and has now decreased to $185,000.00 paid for by Early Intervention. 90% by The Office of Child Development and Early Learning State and 10% County funds.

26. Amendment #2 - Agreement between Dauphin County (MH/A/DP) and PA Lifesharing, LLC. In-Home and Community Support is a direct service provided in home and community settings to assist participants in acquiring, maintaining, and improving the skills necessary to live in the community, to live more independently, and to participate meaningfully in community life. Additional funds are needed due to the increase in services for individuals, as they transition into new waivers. Increased contract $60,000 to new total $265,000.00 paid for by 97.47% State Human Services Block Grant and 2.53% County Funds.

27. Agreement between Dauphin County (MH/A/DP) and Medical Assistance Transportation Program Participation Grant Agreement & Assurance of Compliance between Dauphin County and Commonwealth of Pennsylvania, Department of Human Services, Bureau of Managed Care Operations, Division of Medical Assistance Transportation. MATP is the Medical Assistance Transportation Program which is responsible for providing non-emergency medical transportation to Medicaid recipients. Dauphin County Department of Mental Health/Autism/Developmental Programs is the Dauphin County Administrator. This agreement binds Dauphin County to provide MATP services in exchange for payment.

28. Agreement between Dauphin County (Human Services) and The Fair Housing Council of the Capital Region, Inc. $245,000.00 for the renovation of 5 apartments in an existing property 2100 N 6th Street via ERAP2 funds was approved 12.18.2024 – which requires a Land Use Restriction Agreement (LURA) that income limitation is imposed for a period of at least 20 years.

29. Resolution #12-2025 - Dauphin County and Authorizing the Funding of a Proposal for Funds with the Department of Community and Economic Development, Commonwealth of Pennsylvania. The total amount requested for the projects for the Emergency Solutions Grant is $353,434.75. The breakdown is as follows: Street Outreach $22,500.00, Emergency Shelter $50,000.00, Rapid Rehousing $65,240.00, Homelessness Prevention $152,420.00, Homeless Management Information Systems $50,500.00, Dauphin County Administrative costs

$12,774.75. Approval to sign included forms with Resolution 12-2025: Federal Funding Accountability & Transparency Act Sub-Recipient Data Sheet Form, Language Access Plan Certification Form, Lobbying Certification Form, Certification for Contracts, Grants, Loans and Cooperative Agreements Form, Worker Protection and Investment Certification Form, Limited English Proficiency Guidance for Emergency Solutions Grant Applicants Form, and Statement of Assurances Form.

30. Addendum #1 – Agreement between Dauphin County (Human Services) and The Fair Housing Council of the Capital Region, Inc. Previously approved (12/18/24) to utilize funds for hard construction costs related to the improvement of 2100 North 6th Street, Harrisburg, PA 17110, apartments 4, 5, and 8 to be directed for the rehabilitation and preservation of affordable rental housing serving very low-income families. Adding $250,000.00 to rehabilitate apartments 6 & 7 as well. This will increase the existing $215,000.00 to $465,000.00 paid for by State Emergency Rental Assistance Program Funds2.

31. Agreement between Dauphin County (Human Services) and The Salvation Army, Inc. Second-level reviewer and supervision for case management to manage the case loads of clients who are requesting rental and/or utility assistance through the Emergency Rental Assistance Program (ERAP). The cost will be $37,500.00 and the funds are coming from both the U.S. Department of the Treasury (federal funds) and the Department of Human Services (state funds).

32. Adoption Assistance Agreement #2025-45.

33. Adoption Assistance Agreement #2025- 46.

34. Amendment #1 – Agreement between Dauphin County (Children & Youth) and Bro2Go, Inc. Mentoring Program - $57.69/participant/week following the identified risk level of each child. High Risk Level – child shall be seen three (3) times and no less than two (2) times a week for 50-60 minutes each visit. $57.69/participant/week Moderate Risk Level – child shall be seen two (2) times and no less than one (1) time a week for 50-60 minutes each visit. Low Risk $57.69/participant/week Level – child shall be seen one (1) time a week 50-60 minutes. This is paid for by an 80% State Reimbursement and a 20% County match.

35. Amendment #1 - Agreement between Dauphin County (Children & Youth) and Families United Network, Inc. Adoption Services. Amending the rate for Adoption Services from $63.81/per hour to $67.69/per hour. This is charges to an adoption cost center and an 80% State Reimbursement and a 20% County match.

36. Agreement between Dauphin County (Children & Youth) and Lighthouse Family Youth Agency, Inc. Temporary and long-term housing for at risk girls aged 10-17 until they can be either reunified with a biological family or another resource. Group Home $267.57/day This is charged to a group cost center, and an 80% State Reimbursement and a 20% County match.

37. Amendment #1 - Agreement between Dauphin County (Children & Youth) and Pathways Adolescent Center, Inc. Residential Services – adding new levels of care and amending rates to the current levels in the current contract. Pathways Adolescent Center $315.00/day, New Beginnings for Girls $330.00/day, Transitional Living $294.40/day, New Beginnings Transitional Living $294.40/day, Transitional Living #2 – Unit 6 $305.00/day, Transitional Living #2 – Unit $305.00/day, Emergency Shelter Unit $615.00/ day, Shelter Unit #4 $615.00/day, Emergency Shelter Unit #8 $615.00/day, Emergency Shelter Unit #9 $615.00/day, Psychological Evaluation $250.00/evaluation, Diagnostic $3000.00/45-90 Diagnostic, aftercare Services $130.00/hour. This is charged to a group cost center, and an 80% State Reimbursement and a 20% County match.

38. Agreement between Dauphin County (Children & Youth) and The Salvation Army, Inc. Foster Care Services for a child case specific situation. Regular Foster Care $71.40/day, Specialized Foster Care $103.68/day, Intensive Foster Care $112.01/day, Emergency Foster Care $103.35/day, Trauma Response Foster Care $176.71/day, Medical Level I $46.63/day. Medical Level II $53.93/day, Medical Level III $67.62/day. Paid for by a foster care cost center and will be an 80% State Reimbursement and a 20% County match.

39. Memorandum Of Understanding between Middletown Area School District and County of Dauphin and outlines responsibilities and the coordination and placement of a School Outreach Coordinator in the Middletown School District for the 2025/2026 School year. The School Outreach Coordinator is an employee of Dauphin County Social Services for Children and Youth and will be housed within the school district to provide diversionary services to youth at risk of truancy and other school issues. The current Children & Youth budget covers the cost of the School Outreach coordinator position assigned to the district.

40. Agreement between Dauphin County (Drug & Alcohol) and Susquehanna Software, Inc. Software and Technical Support to allow Department of Drug & Alcohol Services to have a shared software system with treatment, prevention, and recovery support providers to manage client files as well as provider billing. $9,450.00 per quarter paid for by 100% State funding.

41. Memorandum of Understanding between Dauphin County and Lower Dauphin School District. This Memorandum outlines the services the County will deliver to the district and its students with drug, alcohol and tobacco problems, as well as the assistance the district will provide to accomplish such ends. There is no exchange of funds.

42. Memorandum of Understanding between Dauphin County and Infinity Charter School. This Memorandum outlines the services the County will deliver to the district and its students with drug, alcohol and tobacco problems, as well as the assistance the district will provide to accomplish such ends. There is no exchange of funds.

43. Memorandum of Understanding between Dauphin County and Middletown Area School District. This Memorandum outlines the services the County will deliver to the district and its students with drug, alcohol and tobacco problems, as well as the assistance the district will provide to accomplish such ends. There is no exchange of funds.

44. Training Packet.

**It was moved by Mr. Hartwick and seconded by Mr. Pries that the Board approve Items 1-44 listed under Matters Requiring Board Action.**

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

Discussion:

Item #39 - Mr. Hartwick talked about expansion of the Children & Youth – into Middletown School District. We have found this help allocation of resources in other school districts.

## FORMER BUSINESS

There were none.

## NEW BUSINESS

There were none.

## COMMISSIONERS' DISCUSSION & ACTIONS

Mr. Hartwick has met with three healthcare providers so far and has been good, working on rubric scores to make decisions on prison healthcare. He had a great experience at the NaCo conference in Philadelphia. There were discussions on cost shifts from federal to local and will lead to decisions that need to be made. I presented proclamations to Micah Parsons and Ricky Watters.

Mr. Pries thanked Mr. Hartwick on taking the lead on the prison healthcare interviews and thank you Mary Bateman as well. On Friday, it's National Parks and Recreation Professionals Day. Thank you to all our staff for all they do for our parks and events. BrewFest is this weekend and many more events they put on weekly. He recognized Alexis Passaro who works for EMA/Public Safety for her work and the flood disaster work in Texas. She is getting called out for her great work on the Federal level.

Mr. Douglas thanked the hard-working staff we have at Parks and Recreation. He also was at the NaCo conference and had lots of discussions on cost shifts on national

disasters, how to fund response and clean-up, including GoFund Me. He attended the Micah Parsons' jersey retirement at Harrisburg School District, that was a real privilege. Hummelstown Criterion is on Sunday, which was a great success, and I got to ride in the pace car. Thankful to all who made the event possible. There is a Prison Board meeting today at 1:30 p.m. here in the Hearing Room.

## CORRESPONDENCE

There were none.

## PUBLIC PARTICIPATION

Gene Stilp – He is continuing to work on action emergency plans for TMI. Sued the Board of Commissioners on Three Mile Island reopening. Mr. Owens is very responsive. Wants to talk about manmade disasters.

## 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: Sam Kupfner