

**COMMISSIONERS' MEETING  
MINUTES**

**04/25/12**

**1. CALL TO ORDER**

Commissioner Chronister called the meeting to order at 10:00 a.m. with all members present.

**A. Opening Ceremony**

Commissioner Hoke led the Pledge of Allegiance.

Reverend Mark Flamond gave the invocation.

**2. APPROVAL OF MINUTES**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the minutes from the April 18, 2012 Commissioners' Meeting as submitted.

**3. PERIOD OF PUBLIC COMMENT**

No public comments were received.

**4. PROCLAMATION**

**A. Workers Memorial Day - York-Adams County Central Labor Council**

Commissioners Chronister, Hoke and Reilly presented a proclamation to the York/Adams County Central Labor Council proclaiming April 28, 2012 as Worker's Memorial Day in York County.

**5. RESOLUTIONS**

**A. Community Progress Council, Inc. York, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution authorizing a Reserve Account Agreement between the County of York, on behalf of the Housing and Community Development Department of the York County Planning Commission, and Community Progress Council, Inc. York, PA, to maintain and manage the Reserve Account in the amount of \$20,000.00 for the York Homebuyer Assistance Program.

**B. EIC/ComfortHome Inc.**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a resolution authorizing a contract agreement amendment between the County of York, on behalf of the Housing and Community Development Division of the York County Planning Commission, and EIC/ComfortHome Inc., to reflect new pricing of weatherization measures for the York County Community Development Weatherization Assistance Program (WAP), for the period of April 1, 2012 through December 31, 2012, with no other changes being made to the original contract.

**C. City of York Bureau of Housing Services, York, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution authorizing a contract agreement between the County of York, on behalf of the Housing and Community Development Division of the York County Planning Commission, and the City of York Bureau of Housing Services, York, PA, for the Housing and Community Development to conduct Housing Quality Standard (HQS) inspections under York City's First Time Homebuyer Program on an as-needed basis at a reimbursement rate to the County of \$26.50 per hour.

**6. BID AWARDS**

**A. Titan Construction & Maintenance, LLC, Harrisburg, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a bid award to Titan Construction & Maintenance, LLC, Harrisburg, PA, the lowest responsible bidder, for the York County Youth Development Center Restroom Renovations Project in the amount of \$82,273.00.

**B. Pantano General Concrete, York, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a bid award to Pantano General Concrete, York, PA, the lowest responsible bidder, for the installation of curbing and sidewalk, and to perform road widening at the new MDJ Office 19-3-11 located at 202 Rosedale Drive, Manchester, PA, at a cost not to exceed \$10,725.00.

## **7. CONTRACT AGREEMENTS**

### **A. MAR-BEN Construction, LLC, York, PA; Kenneth and Laura Martz, Hanover, PA; WellSpan Properties, Inc., York, PA; T&K Realty, Manchester, PA; and James and Ann Marie Tuttle, York, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York and MAR-BEN Construction, LLC, York, PA; Kenneth and Laura Martz, Hanover, PA; WellSpan Properties, Inc., York, PA; T&K Realty, Manchester, PA; and James and Ann Marie Tuttle, York, PA, all owners of properties located in an office subdivision complex in which the East Manchester Township MDJ Office 19-3-11 is located, for the purpose of sharing costs for the installation of sidewalks as required by East Manchester Township.

### **B. Weatherproofing Technologies, Inc., Beachwood, OH**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Facilities Management Department, and Weatherproofing Technologies, Inc., Beachwood, OH, for the replacement of the roof and spouting at the York County Human Services Center warehouse located at 100 W. Market Street, York, for a total cost of \$114,567.05 under a State contract (AEPA-009A-W500-PA).

### **C. Incred-A-Shred, Baltimore, MD**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Archives Department, and Incred-A-Shred, Baltimore, MD, for paper shredding at a rate of \$0.11 per pound funded through the Records Improvement Committee, for the period of June 1, 2012 through May 31, 2013, with the option to renew for an additional year.

## **8. GRANT APPLICATION**

### **A. Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of a grant application, on behalf of the York County Adult Probation Department, to the Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA, in the amount of \$149,000.00 (100% state funds with no County match) for the York County Day Reporting Center to provide intensive drug and alcohol treatment, for the period of July 1, 2012 through June 30, 2013.

**9. HUMAN SERVICES**

**A. Subsidized Adoption Agreement - York County Office of Children, Youth & Families**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a subsidized adoption agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and DMI and SMC, Jamestown, NY, for the adoption of SJI aka JAS, a minor child, for adoption assistance at a rate of \$30.50 per day until the child reaches the age of 18 years, and a one-time payment for costs incidental to the adoption of the child not to exceed \$780.00, according to the schedule attached to the agreement.

**B. Subsidized Permanent Legal Custodianship Agreement - York County Office of Children, Youth & Families**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a subsidized permanent legal custodianship agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and MJB and CMB, Dallastown, PA, as custodians of KJT, a minor child, authorizing custodianship subsidy payments in the amount of \$26.50 per day until the child reaches the age of 18 years.

**C. Purchase of Service Agreement Amendment - York County Office of Children, Youth & Families**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a purchase of service agreement amendment between the County of York, on behalf of the York County Office of Children, Youth & Families serving as contract administrator, and Children’s Home of York, York, PA, reflecting the addition of the Strengthening Families Program (option 13) at a rate of \$33.84 per hour, with no other changes being made to the original contract.

**10. BUDGET LINE ITEM ADJUSTMENTS**

**A. 2012 Budget Line Item Adjustments**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve 2012 Budget Line Item Adjustments, as submitted by the Controller’s Office, for the week of April 25, 2012.

**Budget Adjustments**

**2012**

<b>Department Name</b>	<b>Department Number</b>	<b>Account Description</b>	<b>Account Number</b>	<b>Amount Change</b>
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Central Telephone	010116	Printing	5200215	115
Central Telephone	010116	Telephone	5200203	(115)
911	080601	Training & Staff Development	5200211	1,316
911	08	Wireless E911 Plan	4800320	(1,316)
Sheriff	011251	Advertising	5200201	473
Sheriff	011251	Professional Services	5200240	(473)
Family Group Decision Making	061600	Contracted Services	5200236	500
Family Group Decision Making	061600	Office Supplies	5600550	3,000
Family Group Decision Making	061600	Mileage Reimbursement	5200221	(3,500)
911	080601	Maintenance & Repairs	5200241	20,000
911	080601	Radio System & Communications	5200329	(20,000)
Court Administration	011260	Office Equipment	5600500	1,271
Commissioners	016924	Contingency Fund	5200420	(1,271)
PAN & RC	020421	Purchase of Major Equipment	5900702	5,000
PAN & RC	020421	Medical Supplies	5600560	(5,000)
PAN & RC	020421	Office Supplies	5600550	1,000
PAN & RC	020421	Medical Supplies	5600560	(1,000)
Court Administration	011260	DUI Court Expansion	5210407	194,807
Court Administration	01	DUI Court Expansion	4400405	(194,807)
Court Administration	011260	Adult Drug Court Enhancement	5210400	451,813
Court Administration	01	Adult Drug Court Enhancement	4400400	(451,813)
Court Administration	011260	CJAB Priority 21775	5210963	139,272
Court Administration	01	CJAB Priority 21775	4400963	(139,272)
District Attorney	011258	Office Equipment	5600500	1,612
District Attorney	011258	Cell Phone	5000181	(1,612)
Court Administration	011260	CJAB Mini Grant	5200453	1,500
Commissioners	016924	Contingency Fund	5200420	(1,500)
Coroner	011252	Vehicle Maintenance	5200233	1,000
Coroner	011252	Physicians & Post Mortem	5200249	(1,000)
Coroner	011252	Association Dues & Expenses	5200214	50
Coroner	011252	Physicians & Post Mortem	5200249	(50)
Parks	013607	Purchase of Major Equipment	5900702	3,488
Parks	013607	Site Development	5900704	(3,488)

## 11. REFUND REGISTER

### A. Tax Refund Register 2012-14

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2012-14 authorizing payment of York County real estate tax refunds totaling \$50.60.

## 12. APPROVAL OF CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of April 25, 2012 totaling \$5,572,255.18.

### Weekly Disbursement Totals for April 25, 2012

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,087,696.45
01	Payroll	622.79
01	Ag Land Preservation	
01	Escrow	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	138,609.11
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	61,177.52
06	Human Services	1,367.78
07	Children & Youth	1,381,824.72
08	911	25,691.24
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	40,170.28
11	Prison Telephone	
25	Aging	55,108.67
28	MH/MR	1,518,921.00
30/31	York/Adams HealthChoices	16,073.98
30	York Reinvestment	39,631.08
31	Adams Reinvestment	
35	Domestic Relations	33,052.42
36	Earn-It	175.98
40	Weatherization	
41	JAG Project	
42	Core Communities	
43	Brownfields	
44	Access Grant	
45	Block Grant	55,014.09
46	Affordable Housing	36,273.52
47	Revolving Fund	

48	Downtown Hanover	
49	ARRA Weatherization	
72	Tax Claim	13,285.88
75	Retirement	1,064,381.43
82	2011 PNC GON Fund	
83	2000 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	3,177.24
	Total	<u>5,572,255.18</u>

### **13. REPORT OF EXECUTIVE SESSIONS**

Commissioner Chronister reported the following Executive Session was held since the last Commissioners' Meeting:

04/23 – Three Commissioners, Chuck Noll, Robb Green, and Stephanie Diehl – General Personnel; Bruce Blocher – Arbitration Award and Public Defender Personnel; and Tom Kearney, Kyle King and Jesse Coy – Arbitration Award and District Attorney Personnel.

### **14. SOLICITOR'S REPORT**

Michael Flannelly, Solicitor, submitted his written report for the board's review.

### **15. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS**

Chuck Noll stated the Elections Office should be congratulated on another job well done during the Primary Elections held on April 24th.

### **16. ADJOURNMENT**

There being no further business to come before the Board at this time, Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adjourn the meeting at 10:23 a.m.

Respectfully submitted,

Charles R. Noll  
Administrator/Chief Clerk