

**COMMISSIONERS' MEETING
MINUTES**

07/27/16

The July 27, 2016 York County Board of Commissioners Meeting was held at the York County Administrative Center, 28 E. Market Street, York, PA 17401.

1. CALL TO ORDER

President Commissioner Susan Byrnes called the meeting to order at 10:00 a.m., with Vice President Commissioner Doug Hoke, Commissioner Christopher Reilly, Administrator Mark Derr, Chief Clerk Sherry Baer, Solicitor Glenn Smith and 2nd Deputy Controller Natasha Rohrbaugh present.

A. Opening Ceremony

Clerk of Courts Donald O'Shell led the Pledge of Allegiance.

Reverend Donald Slaybaugh, Jr. of Asbury United Methodist Church gave the invocation.

2. APPROVAL OF MINUTES

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the minutes from the July 20, 2016 Commissioners' Meeting as submitted.

3. PRESENTATION

A. York County Clerk of Courts

Clerk of Courts Donald O'Shell gave an overview of the 2015 Activities and Accomplishments report for court cases and collections in comparison to prior years.

4. PERIOD OF PUBLIC COMMENT

No public comments were received.

5. RESOLUTIONS

A. U.S. Department of Housing and Urban Development (HUD), Washington, D.C.

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Resolution, on behalf of the Community Development Division of the York County Planning Commission, authorizing the following changes to the 2016 Action Plan under the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., funded through the Community Development Block Grant program:

<u>Activity</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
HICDC M'Calister Inn	\$173,855.00	NSP PI	New CDBG activity
HICDC M'Calister Inn	\$ 25,000.00	Unprogrammed Funds	New CDBG activity

B. U.S. Department of Housing and Urban Development (HUD), Washington, D.C.

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Resolution, on behalf of the Community Development Division of the York County Planning Commission, authorizing the following changes to the 2012, 2013 and 2015 Action Plans under the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., funded through the Community Development Block Grant program:

<u>Activity</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
Peach Bottom Township	\$ 619.77	Unprogrammed Funds	45561985 (increase)
Peach Bottom Township	\$ 352.69	Unprogrammed Funds	45572137 (increase)
Hanover Borough	\$ 457.93	Unprogrammed Funds	45572131 (increase)
Hanover Borough	\$ 124.88	Unprogrammed Funds	45571986 (increase)
Delta Borough	\$1,243.61	Unprogrammed Funds	45592090 (increase)
Glen Rock Borough	\$ 821.28	Unprogrammed Funds	45592091 (increase)
Hanover Borough	\$ 323.40	Unprogrammed Funds	45592092 (increase)
Bell Socialization Services	\$ 520.39	Unprogrammed Funds	45592086 (increase)
York Haven Borough	\$.10	Unprogrammed Funds	45592095 (increase)
York Haven Borough	\$ 937.98	Unprogrammed Funds	45592095 (increase)
Dallastown Borough	\$ 735.50	Unprogrammed Funds	45592089 (increase)
West York Borough	\$ 166.50	Unprogrammed Funds	45592101 (increase)

C. U.S. Department of Housing and Urban Development (HUD), Washington, D.C.

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Resolution, on behalf of the Housing Division of the York County Planning Commission, authorizing the following change to the 2016 Action Plan under the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., funded through the Community Development Block Grant program:

<u>Activity</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
219-227 ½ Baltimore Street	\$1,010,648.00	HOME	HOME Activity (new)

6. RELEASE OF FUNDS

A. Farm & Natural Lands Trust of York County

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to authorize the release of York County Conservation Easement Funds in the amount of \$14,000.00 to the Farm & Natural Lands Trust of York County for an agricultural conservation easement acquisition of 30.0+/- acres located in Warrington Township, owned by Marcus B. & Gail M. Sheffer.

7. PURCHASE

A. Continental Technologies, Inc. (CTI), Hunt Valley, MD

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Purchase between the County of York, on behalf of the York County Information Services department, and Continental Technologies, Inc. (CTI), Hunt Valley, MD, for Cisco hardware and 3 years of software maintenance effective upon the date of installation, for a total cost of \$120,866.53.

8. CONTRACT AGREEMENT

A. Deblin, Inc., Mechanicsburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Contract Agreement First Amendment between the County of York, on behalf of C.S. Davidson, County Engineer, and Deblin, Inc., Mechanicsburg, PA, for additional concrete repairs in the amount of \$7,208.95 related to the Bridge No. 80 Rehabilitation project (Princess Street over the Codorus Creek in the City of York), increasing the total contract amount from \$1,968,114.13 to \$1,975,323.08, funded by Marcellus Shale funds.

9. GRANT AGREEMENTS

A. Pennsylvania Department of Environmental Protection (PDEP), Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Grant Agreement between the County of York, on behalf of the York County Penn State Extension, and the Pennsylvania Department of Environmental Protection (PDEP), Harrisburg, PA, in the amount of \$33,351.82, with no County match, to provide education, monitoring, surveillance and control of mosquito populations to reduce potential risk of the Zika virus being transmitted to humans through the Zika Virus Control Grant program, for the period of July 1, 2016 through June 30, 2017.

B. Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Grant Agreement between the County of York, on behalf of the York County Office of Emergency Management, and the Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA, in the amount of \$58,634.00 to provide training and equipping of emergency response organizations and county agencies in responding to radiological incidents through the Radiation Emergency Response Fund (RERF) grant, for the period of July 1, 2016 through June 30, 2017.

10. HUMAN SERVICES

A. Service Provider Contract Agreement and HIPAA Business Associate Agreement – York County Area Agency on Aging

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Service Provider Contract Agreement and HIPAA Business Associate Agreement between the County of York, on behalf of the York County Area Agency on Aging, and Elder Healthcare Solutions, LLC, York, PA, to provide agency-funded Guardianship services in the amount of \$2,500.00, for the period of July 19, 2016 through June 30, 2017.

B. Purchase of Service Agreement Amendments – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Purchase of Service Agreement Amendments between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service providers to reflect the extension of the term for each agreement from June 30, 2016 to such time that either party terminates the agreement or enters into a new agreement; and changes to the Reasonable and Prudent Standards, Indemnification, Section VII, and Audit Requirements, with all other terms, conditions and covenants of each original agreement remaining the same:

Provider

Bair Foundation of Pennsylvania
Bethany Home, Inc.
Community Service Foundation, Inc.
Community Specialist Corp. dba The Academy
Haven Home for Girls
JusticeWorks YouthCare, Inc.
Perseus House, Inc.
River Rock Day Treatment
Summit Academy

Location

241 High Street, New Wilmington, PA 16142
1863 Bethany Road, Womelsdorf, PA 19567
PO Box 283, Pipersville, PA 18947
900 Agnew Road, Pittsburg, PA 15227
720 Gebhart Road, Windsor, PA 17366
1500 Ardmore Blvd., Ste.410, Pittsburgh, PA 15221
1511 Peach Street, Erie, PA 16501
268 West Beaver Street, Hellam, PA 17406
839 Herman Road, Herman PA 16039

C. Service Provider Contract Agreement – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Service Provider Contract Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Bucks County Youth Center, Doylestown, PA, to provide Juvenile Detention services at a rate of \$280.00 per diem (option 1), for the period of May 1, 2016 through April 30, 2020.

D. Contract Agreement – York County Office of Children, Youth & Families

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 Office of Children, Youth & Families, and the University of Pittsburgh, Pittsburgh, PA, for the participation of student Kayla N. Smith, Intake Supervisor, in the CWELL program through the School of Social Work, Pittsburgh, PA, to provide Child Welfare Education Leadership graduate education, beginning July 27, 2016 and ending upon graduation.

E. HIPAA Business Associate Agreement – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a HIPAA Business Associate Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Camera Center of York, York, PA, to provide photograph processing services, for the period of July 1, 2016 through June 30, 2017.

F. Subsidized Adoption Assistance Agreement First Amendment – 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 Assistance Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and GR and CR, Reading, PA, to reflect an increase in adoption subsidy payments for JER fka JER, the adopted minor child, from \$36.50 per day to \$47.00 per day, effective July 27, 2016, with no other changes being made to the original agreement.

G. Subsidized Adoption Assistance Agreement First Amendment – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Subsidized Adoption Assistance Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and MG and GG, Lebanon, PA, to reflect the eligibility of Federal Financial Participation for CMG fka CMK, the adopted minor child, effective January 20, 2016, with no other changes being made to the original agreement.

H. Subsidized Adoption Assistance Agreement First Amendment – 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 Assistance Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and TN, Harrisburg, PA, to reflect a name change of the adopted minor child from JIN fka JAMB to MIN fka JIN, effective June 1, 2016, with no other changes being made to the original agreement.

11. BUDGET LINE ITEM ADJUSTMENTS

A. 2016 Budget Line Item Adjustments

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve 2016 Budget Line Item Adjustments, as submitted by the Controller's Office, for the week of July 27, 2016.

Budget Adjustments**2016**

Department Name	Department Number	Account Description	Account Number	Amount Change
MDJ Maintenance	011262	Major Repairs Bldg	5900703	16,550
Operating Reserve	018905	Capital Reserve	5210465	(16,550)
Sheriff	011251	Major Equipment	5900702	19,322
Operating Reserve	018905	Vehicle Reserve	5210456	(19,322)
Sheriff	011251	Major Equipment	5900702	1,700
Operating Reserve	018905	Vehicle Reserve	5210456	(1,700)
District Attorney	011258	Major Equipment	5900702	3,248
Operating Reserve	018905	Vehicle Reserve	5210456	(3,248)
Tax Collection	010110	Deputation Bond	5200213	1,120
Tax Collection	010110	Payments to York City Treasurer	5200462	(1,120)
Public Safety	012601	Major Equipment	5900702	34,700
Operating Reserve	018905	Vehicle Reserve	5210456	(34,700)
Substance Abuse Center	010130	Sewer	5200208	1,200
Substance Abuse Center	010130	Fuel	5200205	(1,200)
Maintenance - Admin Center	010128	Maintenance & Repairs	5200241	8,000
Operating Reserve	018905	Capital Reserve	5210465	(8,000)
Facilities Management	010129	Support from Bridge Crew	5000145	6,387
Contingency	016924	Miscellaneous	5200420	(6,387)
District Attorney	011258	Major Equipment	5900702	132,580
Operating Reserve	018905	Vehicle Reserve	5210456	(132,580)
District Attorney	011258	Major Equipment	5900702	9,172
Operating Reserve	018905	Vehicle Reserve	5210456	(9,172)
Sheriff	011251	Maintenance & Repairs	5200241	1,500
Sheriff	011251	Gas & Oil	5200232	(1,500)
Sheriff	011251	Printing	5200215	1,500
Sheriff	011251	Gas & Oil	5200232	(1,500)

12. TAX REFUND REGISTER**A. Tax Refund Register 2016-24**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2016-24 authorizing payment of York County real estate tax refunds totaling \$287.53.

13. CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of July 27, 2016 totaling \$5,390,747.39.

Weekly Disbursement Totals for July 27, 2016

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,197,960.00
01	Payroll	12,521.29
01	Ag Land Preservation	
01	Escrow	
01	FEMA Disaster Grant	
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	222,731.32
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	6,854.84
06	Human Services	100,215.88
07	Children & Youth	195,221.25
08	911	91,533.98
08	911 Act 12	
10	Liquid Fuels	222,073.11
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	63,212.63
28	MH-IDD	355,132.28
30/31	York/Adams HealthChoices	24,952.93
30	York Reinvestment	8,800.00
31	Adams Reinvestment	
35	Domestic Relations	24,829.27
36	Earn-It	
40	Weatherization Liheap	39,876.74
45	Block Grant	72,921.15
46	Affordable Housing	34.00
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	979.93
51	Weatherization Doe	2,170.00
72	Tax Claim	27,868.28
75	Retirement	1,655,827.84
82	2015 PLGIT GOB Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	65,030.67
	Total	<u>5,390,747.39</u>

14. REPORT OF EXECUTIVE SESSIONS

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

07/25 – Commissioners Byrnes, Hoke and Reilly; Mark Derr; Glenn Smith; Natasha Rohrbaugh; Kristy Bixler and Tiffany Trout – General Personnel; and Tom Kearney and Kyle King – District Attorney's Office Personnel.

15. SOLICITOR'S REPORT

Solicitor Glenn Smith submitted his written report for the Board's review.

16. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

In regards to motion #18 on the agenda, Mr. Lee Hoffheins, Glen Rock Borough Tax Collector, asked if there is a minimum GPA requirement for the York County Children, Youth & Families student participating in the University of Pittsburgh CWELL program. Meredith Schreffler of the York County Children, Youth & Families department responded by saying that it would be presumed that there would be a minimum GPA requirement, as the student is working towards her Master's degree, so she would need a passing grade with the CWELL program.

17. 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 10:30 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager