

**COMMISSIONERS' MEETING
MINUTES**

08/31/16

The August 31, 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 Controller Robb Green present.

A. Opening Ceremony

Solicitor Glenn Smith led the Pledge of Allegiance.

Pastor Kevin Shively of St. Matthew's Lutheran Church gave the invocation.

2. PRESENTATION

A. York County Archives and South Central Pennsylvania Genealogical Society

York County Archives Director Christy Depew and South Central Pennsylvania Genealogical Society President Jonathan Stayer presented to the Board historical York County government documents from the 1800s that were secured and recovered from eBay. As it was common practice during this time period for documents to be signed out, these documents were never returned to the County and were eventually sold as part of an estate. An anonymous donor, along with the South Central Pennsylvania Genealogical Society, purchased these documents from eBay and surrendered them over to the County of York so they would not be lost into private hands again. The Board of Commissioners presented a Gold Coin Award to both Christy Depew and Jonathan Stayer recognizing them for their efforts in recovering an invaluable part of York County history.

3. PERIOD OF PUBLIC COMMENT

Mr. Michael Gromling, Wrightsville Borough Councilman, asked the Board if they could provide an update on the concern regarding emergency services communication between York County and Wrightsville Borough, including other surrounding counties that sit on the York County border. Commissioner Byrnes stated that they would be attending a meeting to discuss this matter later today.

Commissioner Byrnes thanked Glatfelter Paper Company for their guidance in pursuing Lean Government improvement tactics and planning for the County. Commissioner Byrnes reported that the Commissioners' Office, together with the Office of Children, Youth & Families, attended a two-day planning session to start off the program, which ended with great results. The plan will be to provide this program to all County departments for continuous improvement in County government processes.

4. CONSENT AGENDA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the Consent Agenda, items A through D, as listed below:

- A. Minutes from the August 24, 2016 Commissioners' Meeting as submitted.
- B. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and JK and SK, York, PA, for adoption assistance at a rate of \$28.00 per day for the adoption of HAK fka HAC, a minor child, until the child reaches the age of 18 years, and a one-time payment of \$800.50 for costs incidental to the adoption of the child, according to the schedule attached to the agreement.
- C. 2016 Budget Line Item Adjustments for the week of August 31, 2016, as submitted by the Controller's Office.
- D. Solicitor's Report as submitted.

5. HUMAN SERVICES

A. 4th Quarter 2015-2016 Cumulative Report of Expenditures and Revenues – York County Office of Children, Youth & Families

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the submission of the 4th Quarter 2015-2016 cumulative Report of Expenditures and Revenues, on behalf of the York County Office of Children, Youth & Families, to the Pennsylvania Department of Human Services, Office of Children, Youth & Families, Harrisburg, PA, in the amount of \$45,306,678.00.

B. 2017-2018 Children, Youth & Families Needs Based Plan and Budget – York County Office of Children, Youth & Families

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the submission of the 2017-2018 Children, Youth & Families Needs Based Plan and Budget, on behalf of the York County Office of Children, Youth & Families, to the Pennsylvania Department of Human Services, Office of Children, Youth & Families, Harrisburg, PA, in the amount of \$52,516,051.00, for the period of July 1, 2017 through June 30, 2018.

The Board of Commissioners presented a Gold Coin Award to Director Terry Clark and Fiscal Officer Meredith Schreffler for their continued efforts and hard work in improving the services that the York County Office of Children, Youth & Families provides to families in need of these services, and publicly recognized Meredith Schreffler for her exemplary service in her role as Fiscal Officer.

C. Service Contract Agreement – York County Area Agency on Aging

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Service Contract Agreement between the County of York, on behalf of the York County Area Agency on Aging, and the County of Cumberland, Carlisle, PA, to provide reimbursed Counseling services through the Pennsylvania Link to Aging and Disabilities Resources Program, in an amount not to exceed \$3,080.00, for the period of July 1, 2016 through June 30, 2017.

D. Service Contract Agreement Amendment – York/Adams HealthChoices Management Unit of York County Human Services

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Service Contract Agreement Amendment between the County of York, on behalf of the York/Adams HealthChoices Management Unit of the York County Human Services department, and Obermayer, Rebmann, Maxwell & Hippel, LLP, Philadelphia, PA, to reflect an increase in the total contract amount from \$15,000.00 to \$25,425.46, at no cost to the County, for the provision of Legal Support services, for the period of July 1, 2015 through June 30, 2016.

6. REAPPOINTMENT

A. York County Area Agency on Aging Advisory Council

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to Reappoint Robert Jensenius, Spring Garden Township, to the York County Area Agency on Aging Advisory Council for a three-year term, effective May 1, 2016 through April 30, 2019.

7. PURCHASES

A. Whitmoyer Auto Group, Mount Joy, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Purchase between the County of York, on behalf of the York County Fleet department, and Whitmoyer Auto Group, Mount Joy, PA, for one (1) 2017 Ford Super Duty (F-250 SRW) pickup truck, for the York County Weights & Measures department, at a cost of \$33,700.00 under a PA COSTARS contract.

B. Tyler Technologies, Troy, MI

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Purchase between the County of York, on behalf of the York County Department of Emergency Services, and Tyler Technologies, Troy, MI, for additional (Add-On) Computer Assisted Dispatch (CAD) software to provide access to the current CAD system for participating local fire and EMS service providers, at a cost of \$63,050.00, and a one-year maintenance and support agreement at a cost of \$8,925.00, for a total cost of \$71,975.00.

C. Dell, Inc., Round Rock, TX

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Purchase between the County of York, on behalf of the York County Department of Emergency Services, and Dell, Inc., Round Rock, TX, for thirty (30) (OptiPlex 7040 SFF) desktop computer workstations, as part of the yearly Maintenance and Replacement Plan to upgrade the 9-1-1 Dispatch area, at a cost of \$995.00 per computer, for a total cost of \$29,850.00.

8. AUTHORIZATION LETTER

A. Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve an Authorization Letter between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and the Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA, to provide clearance for public utility companies to perform work related to the replacement of Bridge No. 187 (Mill Creek Road over the Little Conewago Creek in Conewago and Manchester Townships).

9. AGREEMENTS

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

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Service Contract Agreement between the County of York, on behalf of the York County Information Services department, and Continental Technologies, Inc., (CTI), Hunt Valley, MD, to provide Technology Consulting services for the replacement of Cisco switches, for a total cost of \$7,912.00.

B. York Aviation Operators, Inc., York, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to ratify a Lease Agreement between the County of York, on behalf of the York County District Attorney's Office, and York Aviation Operators, Inc., York, PA, for rental space located at the Thomasville Airport, at a rate of \$225.00 per month, effective August 11, 2016.

10. MEMORANDUM OF UNDERSTANDING

A. Northern York County Regional Police (NYCRP) Commission, York, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Memorandum of Understanding between the County of York, on behalf of the York County District Attorney's Office, and the Northern York County Regional Police (NYCRP) Commission, York, PA, to provide one (1) full-time police officer to work with the York County Drug Task Force (DTF), with salary reimbursement made to the Northern York County Regional Police Department on a monthly basis, at no cost to the County, for the period of January 21, 2017 through January 20, 2020.

11. CHECK REGISTER

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of August 31, 2016 totaling \$7,236,240.89.

Weekly Disbursement Totals for August 31, 2016

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,864,214.53
01	Payroll	
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	2,078.65
03	Unclaimed Money	
04	Donations	1,588.38
05	Controlled Substance	30,238.44
06	Human Services	615.96
07	Children & Youth	1,481,304.54
08	911	11,604.65
08	911 Act 12	
10	Liquid Fuels	150,969.77
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	734.81
25	Aging	99,274.80
28	MH-IDD	241,873.97
30/31	York/Adams HealthChoices	16,523.93
30	York Reinvestment	6,637.18
31	Adams Reinvestment	1,620.12
35	Domestic Relations	17,264.37

36	Earn-It	454.20
40	Weatherization Liheap	26,121.45
45	Block Grant	273,997.14
46	Affordable Housing	21,560.76
47	Revolving Fund	75.50
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	6,811.00
51	Weatherization Doe	
72	Tax Claim	3,458.74
75	Retirement	1,876,560.42
82	2015 PLGIT GOB Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	100,657.58
	Total	<u>7,236,240.89</u>

12. REPORT OF EXECUTIVE SESSIONS

Commissioner Byrnes reported there were no Executive Sessions held since the last Commissioners' Meeting.

13. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

A. Echo Financial Products and Royal Bank of Canada

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to authorize Administrator Mark Derr to work with Echo Financial Products and Royal Bank of Canada to unwind the \$74.89 million Basis SWAP, Series of 2006, at an estimated amount of \$1.1 million.

B. West Nile Virus Update – Tom Smith

Tom Smith of the York County Penn State Extension gave an update on the West Nile virus stating that there has been an increase in mosquito populations carrying the West Nile virus in York County. He provided some guidance on how to eliminate and prevent the increase in the populations, along with guidance on how to protect oneself from being infected.

C. Announcements

Commissioner Byrnes made the following announcements:

- ❖ The Commissioners attended an event last Saturday at the Zimmerman House along the Susquehanna River to celebrate the National Parks 100th Anniversary, along with dedicating the Captain John Smith Water Trail.
- ❖ Commissioners Hoke and Reilly attended the Master Gardeners Recognition Picnic last evening.
- ❖ A Farm Tour was held yesterday at the Frick farm in Airville.
- ❖ Commissioner Byrnes spoke with Korean War veterans a week ago and thanked them for their service.

14. 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 10:48 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager