

**COMMISSIONERS' MEETING  
MINUTES**

**03/15/17**

The March 15, 2017 York County Board of Commissioners Meeting was held at the York County Administrative Center, 28 E. Market Street, 2<sup>nd</sup> Floor, York, PA, 17401.

**1. CALL TO ORDER**

President Commissioner Susan Byrnes called the meeting to order at 10:04 a.m., with Vice President Commissioner Doug Hoke, Administrator Mark Derr, Chief Clerk Sherry Baer, Solicitor Glenn Smith and Controller Robb Green present.

**A. Opening Ceremony**

Michael Flinchbaugh led the Pledge of Allegiance.

Commissioner Byrnes called for a moment of silence.

**2. INTRODUCTION**

**A. Michael Flinchbaugh, Flinchbaugh's Orchard & Farm Market – York County Agriculture Business Council**

Commissioner Byrnes introduced Michael Flinchbaugh, part owner of Flinchbaugh' Orchard & Farm Market.

**3. PROCLAMATION**

**A. Tall Cedar Week – Tall Cedars of Lebanon York Forest 30**

The Board of Commissioners presented a proclamation to Eddie Miller, Grand Tall Cedar of the Tall Cedars of Lebanon York Forest 30, recognizing March 12-18, 2017 as "Tall Cedar Week" in York County.

**4. PRESENTATIONS**

**A. West Manchester Mall Tax Increment Financing (TIF) District Project Plan First Amendment**

Philip Briddell, representative for the Redevelopment Authority of the County of York (RACY), provided an overview of the proposed amendment to the Project Plan for the West Manchester Mall Tax Increment Financing (TIF) District, which entails the inclusion and reconfiguration of certain parcels related to the project.

## 5. PERIOD OF PUBLIC COMMENT

Commissioner Byrnes introduced Corporal Corey Strine of the York County Sheriff's Office and its newest member of the K9 Division, Sergeant Hawk, a pure blooded German Shepard, who was born in the Czech Republic in 2014.

Commissioner Byrnes thanked Facilities Management Director Scott Cassel and staff, Office of Emergency Management Director Mike Fetrow and staff, Fleet Manager Barry Myers and staff, and all other essential personnel for all of their hard work during the recent snowstorm.

## 6. CONSENT AGENDA

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

- A. Minutes from the March 1, 2017 Commissioners' Meeting, as submitted.
- B. Resolution, on behalf of the York County Planning Commission, designating Roy O. Livergood, Jr. as an agent of York County, and authorizing him to execute for and on behalf of the County of York all required forms and documents related to the Hazard Mitigation Grant Program (HMGP), for the purpose of obtaining financial assistance, under the Robert T. Stafford Disaster Relief and Emergency Assistance Act.
- C. Purchase between the County of York, on behalf of the York County Office of Emergency Management, and Quality Digital Office Technology, York, PA, for one (1) (TASKalfa5052ci) multi-function copier at a cost of \$7,605.00 (Exelon donated funds) and a one-year service agreement at a cost of \$360.00, for a total cost of \$7,965.00.
- D. Service Provider Contract Agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service providers at the rates indicated, for the period of July 1, 2016 through June 30, 2017:

<u>Provider</u>	<u>Location</u>	<u>Program Name</u>	<u>Cost</u>
Children's Home of York	77 Shoe House Road York, PA 17406	Specialized Therapeutic FC Foster Care	\$69.73/Diem
Children's Home of York	77 Shoe House Road York, PA 17406	Specialized Foster Care Ages 14-18 - Foster Care	\$69.73/Diem
Children's Home of York	77 Shoe House Road York, PA 17406	Foster Care Mother Only Foster Care	\$67.73/Diem
Children's Home of York	77 Shoe House Road York, PA 17406	Foster Care Ages 0-2 Foster Care	\$52.79/Diem
Children's Home of York	77 Shoe House Road York, PA 17406	Mother Baby Foster Care Foster Care	\$106.03/Diem
Children's Home of York	1298 N George Street York, PA 17404	Male Group Home Community Residential Services	\$168.35/Diem
Children's Home of York	77 Shoe House Road York, PA 17406	Diagnostic Service Counseling	\$115.00/Hour

Children's Home of York	77 Shoe House Road York, PA 17406	Strengthening Families Counseling	\$33.84/Hour
Children's Home of York	77 Shoe House Road York, PA 17406	Kinship Care 0-13 years old Kinship Care	\$69.73/Diem
Children's Home of York	77 Shoe House Road York, PA 17406	Kinship Care 14-18 years old Kinship Care	\$67.73/Diem
Children's Home of York	77 Shoe House Road York, PA 17406	Emergency Foster Care Foster Care	\$133.20/Diem
Children's Home of York	77 Shoe House Road York, PA 17406	Girls Center (MA Approved) Residential Services	\$0.00/Diem
Clear Vision Residential Treatment Services, Inc.	456 Saeger Station Road Montgomery, PA 17752	Clear Vision Group Home Community Residential Services	\$186.09/Diem
Clear Vision Residential Treatment Services, Inc.	456 Saeger Station Road Montgomery, PA 17752	Clear Vision Residential Program Community Residential Services	\$189.94/Diem
United Methodist Home for Children, Inc.	5120 Simpson Ferry Rd. Mechanicsburg, PA 17050	United Methodist Home for Children Residential – Cottage A Community Residential Services	\$210.00/Diem
United Methodist Home for Children, Inc.	5120 Simpson Ferry Rd. Mechanicsburg, PA 17050	Independent Living Preparation Program - Counseling	\$30.14/Each
United Methodist Home for Children, Inc.	5120 Simpson Ferry Rd. Mechanicsburg, PA 17050	Independent Living Prep Program for Non-residents of UMH - Counseling	\$33.41/Each
United Methodist Home for Children, Inc.	5120 Simpson Ferry Rd. Mechanicsburg, PA 17050	No show fee for IL Program Counseling	\$10.00/Each
United Methodist Home for Children, Inc.	5120 Simpson Ferry Rd. Mechanicsburg, PA 17050	UMH Cottage B Community Residential Services	\$210.00/Diem
United Methodist Home for Children, Inc.	5120 Simpson Ferry Rd. Mechanicsburg, PA 17050	UMH Cottage C Community Residential Services	\$210.00/Diem
United Methodist Home for Children, Inc.	5120 Simpson Ferry Rd. Mechanicsburg, PA 17050	UMH Cottage D Community Residential Services	\$210.00/Diem

- E. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and BS, York, PA, for adoption assistance at a rate of \$26.50 per day for the adoption of DLS fka DAR, a minor child, 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 \$900.00, according to the schedule attached to the agreement.
- F. Unlicensed Host Home Subsidy Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and JF, York, PA, as host of SF, a dependent youth, authorizing subsidy payments at a rate of \$27.00 per day until the youth reaches the age of 21 years or until such time that the youth chooses to leave dependent care before the age of 21 years, effective January 5, 2017.
- G. Unlicensed Host Home Subsidy Agreement Termination between the County of York, on behalf of the York County Office of Children, Youth & Families, and JG, York, PA, host of SB, the dependent youth, as the host is no longer providing any form of financial support for the youth, effective March 6, 2017.

- H. Unlicensed Host Home Subsidy Agreement Termination between the County of York, on behalf of the York County Office of Children, Youth & Families, and MK, York, PA, host of LC, the dependent youth, as the host is no longer providing any form of financial support for the youth, effective February 28, 2017.
- I. 2016 and 2017 Budget Line Item Adjustments, as submitted by the Controller's Office, for the week of March 15, 2017.
- J. Solicitor's Report, as submitted.

## **7. APPOINTMENTS**

### **A. Deputy Tax Collector**

Motion was made by Commissioner Hoke, seconded by Commissioner Byrnes and unanimously carried to Appoint the following individuals as Deputy Tax Collector to fulfill the duties of the Tax Collector for the indicated municipality, as may be necessary, effective March 15, 2017 through December 31, 2017:

<u>Deputy Tax Collector</u>	<u>Municipality</u>
Barbara Miller, Manchester Township	Hopewell Township
Sharon Dupler, Hallam Borough	Hallam Borough

## **8. RECESS**

Commissioner Byrnes recessed the meeting at 10:23 a.m. for the purpose of holding a hearing to receive public comments on the proposed issuance of bonds and the financing of projects by the Geisinger Authority, on behalf of the Geisinger Health System, in an aggregate principal amount not to exceed \$850,000,000.00, including, in part, capital improvements to certain facilities of the System located in the County, in accordance with the Tax Equity and Fiscal Responsibility Act (TEFRA).

## **9. RECONVENE**

Commissioner Byrnes reconvened the meeting at 10:27 a.m.

## **10. RESOLUTIONS**

### **A. Resolution 2017-11**

Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to adopt Resolution 2017-11 authorizing the issuance of bonds and the financing of projects by the Geisinger Authority, on behalf of the Geisinger Health System, in an aggregate principal amount not to exceed \$850,000,000.00, including, in part, capital improvements to certain facilities of the System located in the county, in accordance with the Tax Equity and Fiscal Responsibility Act (TEFRA).

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

Motion was made by Commissioner Hoke, seconded by Commissioner Byrnes 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 2015 and 2016 Action Plans, funded through the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., Community Development Block Grant program:

<u>Activity</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
Glen Rock Borough	\$ 8,676.18	45592091	45590015
West York Borough	\$ 2,021.47	45590015	45592101
CDBG Program Administration	\$266,007.00	45402157	45200016
Goldsboro Borough	\$ 20,000.00	45302155	45200016

**C. Pennoni Associates, Inc., Philadelphia, PA**

Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to approve a Resolution, on behalf of the Transportation Planning Division of the York County Planning Commission, to enter into a contract agreement between the County of York and Pennoni Associates, Inc., Philadelphia, PA, to provide Professional Transportation Consulting Services, according to the terms under the Pennsylvania Department of Transportation (PennDOT) Master Reimbursement Agreement dated August 14, 2015, in association with facilitating roadway improvements via transportation projects or transportation-related projects involving state highways within the municipalities of the County of York, effective upon full execution of all parties with a term date of August 14, 2020.

**11. RELEASE OF FUNDS**

**A. Farm & Natural Lands Trust of York County**

Motion was made by Commissioner Hoke, seconded by Commissioner Byrnes and unanimously carried to authorize the Release of York County Conservation Easement Funds in the amount of \$22,000.00 to the Farm & Natural Lands Trust of York County, for an agricultural conservation easement acquisition of 171 +/- acres located in Warrington Township, owned by Morton E. Kise.

**12. PURCHASES**

**A. SSC Consulting, LLC, Elkton, MD**

Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to approve a Purchase between the County of York, on behalf of the York County Department of Emergency Services, and SSC Consulting, LLC, Elkton, MD, for (Asset Tracking) Software Maintenance and Support services at a cost of \$19,725.00, for the period of twelve (12) months.

**B. NetMotion Software, Inc., Seattle, WA**

Motion was made by Commissioner Hoke, seconded by Commissioner Byrnes and unanimously carried to approve a Purchase between the County of York, on behalf of the York County Department of Emergency Services, and NetMotion Software, Inc., Seattle, WA, for Wireless Software Maintenance and Support services at a cost of \$67,500.00, for the period of February 28, 2017 through February 27, 2023.

**13. AGREEMENTS**

**A. Lobar Associates, Dillsburg, PA**

Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to approve a Contract Agreement between the County of York, on behalf of the York County Facilities Management department, and Lobar Associates, Dillsburg, PA, for the reconstruction and modification of existing space located at the York County Substance Abuse Center to create an additional intake exam room and accommodations for the dispensing of medication, for a total cost not to exceed \$15,670.61 under the Keystone Purchasing Network (KPN) ezIQC program.

**B. The Carey Group, Melbourne Beach, FL**

Motion was made by Commissioner Hoke, seconded by Commissioner Byrnes and unanimously carried to approve a Contract Agreement between the County of York, on behalf of the York County Juvenile Probation department, and The Carey Group, Melbourne Beach, FL, to provide two (2) two-day Training Courses (“Ten Steps to Risk Reduction”) to provide Juvenile Probation staff with support, coaching and professional development, for a total cost of \$10,500.00.

**C. Zelenkofske Axelrod, LLC, Harrisburg, PA**

Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to approve a Contract Agreement Amendment between the County of York, on behalf of the York County Controller’s Office, and Zelenkofske Axelrod, LLC, Harrisburg, PA, to reflect an adjustment to the scope of work and additional related fees to perform Financial Auditing services for year ending December 31, 2016, at an additional cost not to exceed \$20,000.00.

**D. Commonwealth of Pennsylvania, Department of Corrections, Mechanicsburg, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Byrnes and unanimously carried to approve an Intergovernmental Contract Agreement between the County of York, on behalf of the York County Prison, and the Commonwealth of Pennsylvania, Department of Corrections, Mechanicsburg, PA, to conduct a Staffing Survey at the York County Prison to ensure that there is sufficient staff to safely and securely operate the prison, with no monies or any other form of financial benefit exchanged between the parties for services rendered or received.

## 14. GRANTS

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

Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to ratify the submission of a Grant Application, on behalf of the York County District Attorney's Office, to the Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA, in the amount of \$68,275.00, with no County match, to develop a data-mining tool to exploit the vast amount of data collected by the ALERT server, for the period of February 28, 2017 through June 30, 2017.

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

Motion was made by Commissioner Hoke, seconded by Commissioner Byrnes and unanimously carried to approve a Grant Agreement between the County of York, on behalf of the York County Planning Commission, and the Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA, in the amount of \$42,499.44 to update the York County Hazard Mitigation Plan, for the period of January 11, 2017 through August 30, 2019.

## 15. CHECK REGISTERS

Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to ratify the Check Register for the week of March 8, 2017 totaling \$7,029,088.39.

### Weekly Disbursement Totals for March 08, 2017

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	4,524,710.73
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	171,651.61
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	10,824.87
06	Human Services	177,977.87
07	Children & Youth	1,413,016.95
08	911	2,375.94
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	

11	Prison Telephone	19,019.20
25	Aging	155,765.88
28	MH-IDD	171,948.36
30/31	York/Adams HealthChoices	8,407.66
30	York Reinvestment	1,680.04
31	Adams Reinvestment	
35	Domestic Relations	16,029.78
36	Earn-It	
40	Weatherization Liheap	10,363.13
45	Block Grant	75,700.18
46	Affordable Housing	345.85
47	Revolving Fund	4,236.11
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	
51	Weatherization Doe	8,253.47
72	Tax Claim	78.00
75	Retirement	74,187.72
82	2015 PLGIT GOB Fund	
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	182,515.04
	Total	<u><u>7,029,088.39</u></u>

Motion was made by Commissioner Hoke, seconded by Commissioner Byrnes and unanimously carried to approve the Check Register for the week of March 15, 2017 totaling \$2,670,798.11.

Weekly Disbursement Totals for March 15, 2017

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	666,908.08
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	29,577.98
03	Unclaimed Money	
04	Donations	200.00
05	Controlled Substance	21,461.50
06	Human Services	538.84
07	Children & Youth	745,902.94
08	911	54,107.19

08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	2,741.14
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	123,796.52
28	MH-IDD	512,706.33
30/31	York/Adams HealthChoices	
30	York Reinvestment	5,693.38
31	Adams Reinvestment	
35	Domestic Relations	
36	Earn-It	
40	Weatherization Liheap	58,061.68
45	Block Grant	41,755.83
46	Affordable Housing	6,173.45
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	3,844.70
51	Weatherization Doe	8,022.29
72	Tax Claim	8,140.52
75	Retirement	26,235.13
82	2015 PLGIT GOB Fund	
83	2016 Capital Projects Fund	840.00
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	354,090.61
	Total	<u><u>2,670,798.11</u></u>

## 16. REPORT OF EXECUTIVE SESSIONS

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

## 17. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

### A. Reinsel Kuntz Leshner (RKL), LLP, Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to ratify a Contract Agreement between the County of York, on behalf of the Pleasant Acres Nursing & Rehabilitation Center (PAN&RC), and Reinsel Kuntz Leshner (RKL), LLP, Harrisburg, PA, for the preparation of the Medicare CMS-2540-10 Cost Report, Pennsylvania Form MA-11 Cost Report and Certification Packages for year ended December 31, 2016, for a total cost of \$6,000.00.

**B. County of Adams, Gettysburg, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Byrnes and unanimously carried to approve an Intergovernmental Cooperation Agreement between the County of York, on behalf of the York County HealthChoices Management Unit, and the County of Adams, Gettysburg, PA, for the purpose of managing Behavioral Health Services under the HealthChoices program, effective July 1, 2017 and until such time that either County seeks to terminate the agreement.

**C. County of Adams, Gettysburg, PA**

Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to approve a Joinder Agreement Second Amendment between the County of York, on behalf of the York County HealthChoices Management Unit, and the County of Adams, Gettysburg, PA, to outline the operation of the HealthChoices program as a full joinder with Adams County, effective July 1, 2017 and until such time that either County seeks to terminate or amend the agreement.

**D. Pleasant Acres Nursing & Rehabilitation Center (PAN&RC)**

Commissioner Byrnes congratulated the staff at Pleasant Acres Nursing & Rehabilitation Center (PAN&RC) on the nursing home successfully passing the Pennsylvania Department of Health inspection. She stated that they are being celebrated for their efforts and accomplishment with sticky buns, along with apples from Flinchbaugh's Orchard.

**18. ADJOURNMENT**

There being no further business to come before the Board at this time, Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to adjourn the meeting at 10:51 a.m.

Respectfully submitted,

Sherry L. Baer  
Chief Clerk/Office Manager