

**COMMISSIONERS' MEETING
MINUTES**

04/19/17

The April 19, 2017 York County Board of Commissioners Meeting was held at the York County Administrative Center, 28 E. Market Street, 2nd Floor, 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, Controller Robb Green and Treasurer Barbara Bair present.

A. Opening Ceremony

Veteran David Copenheaver led the Pledge of Allegiance.

Pastor Lisa Hair, York College Chaplain, gave the Invocation.

2. PROCLAMATION

A. "Big Swing Weekend" – Valencia Ballroom

The Board of Commissioners presented a proclamation to Mr. Terry Downs recognizing April 21-23, 2017 as "Big Swing Weekend" in York County, in support of this American musical style at the "*Big Swing Thing*" being held at the Valencia Ballroom in York County on April 22, 2017.

3. CERTIFICATE OF COMMENDATION

A. Dwayne Brooker, York County Prison Corrections Officer

The Board of Commissioners presented a Certificate of Commendation to York County Corrections Officer Dwayne Brooker recognizing him for twenty-five years of service to the County without taking any sick days, along with the presentation of a Commissioners' Gold Coin Award.

4. PERIOD OF PUBLIC COMMENT

No public comments were received.

5. CONSENT AGENDA

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

- A. Minutes from the April 5, 2017 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 TE and JE, Red Lion, PA, for adoption assistance at a rate of \$26.00 per day for the adoption of TAE fka TTH, 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 \$825.50, according to the schedule attached to the agreement.
- C. Subsidized Adoption Assistance Agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and RB and JB, Dover, PA, for adoption assistance at the rates indicated for the adoption of the following minor children until each child reaches the age of 18 years; and a one-time payment for costs incidental to the adoption of each child not to exceed \$900.00, according to the schedule attached to the agreement:

| <u>Minor Child</u> | <u>Rate per day</u> |
|--------------------|---------------------|
| KRB fka KRC | \$26.00 |
| MJB fka MJC | \$26.00 |
- D. Contract Agreement Amendment between the County of York, on behalf of the York County Area Agency on Aging, and Elder Healthcare Solutions, LLC, York, PA, for the addition of agency-funded Representative Payee services to the Guardianship services, increasing the total contract agreement from \$2,550.00 to \$4,480.00, for the period of July 1, 2016 through June 30, 2017, with all other terms and conditions of the original agreement remaining in full force and effect.
- E. Solicitor’s Report, as submitted.

6. RECESS

Commissioner Byrnes recessed the meeting at 10:10 a.m. for the purpose of holding a hearing to receive public comments on the adoption of proposed Ordinance 2017-02.

7. RECONVENE

Commissioner Byrnes reconvened the meeting at 10:12 a.m.

8. ORDINANCE

A. Ordinance 2017-02

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Ordinance 2017-02 to amend Chapter 107 of the York County Code concerning the disbursement of the Library Tax revenue to the York County Library System by removing outdated language and clarifying the substance of provisions already existent in the County Code.

9. SPECIAL ALLOCATION

A. Farm & Natural Lands Trust of York County, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Special Allocation of Funds to the Farm & Natural Lands Trust of York County, York, PA, in the amount of \$100,000.00 per year, for years 2017, 2018 and 2019, for a total allocation of \$300,000.00 from the Solid Waste Authority Host Fee proceeds, to establish permanent Conservation Easement purchases for the preservation of farm and natural lands for future generations of York County residents.

10. PURCHASES

A. Southern Turf & Tractor, York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Purchase between the County of York, on behalf of the York County Prison, and Southern Turf & Tractor, York, PA, for one (1) John Deere (#1550 cut – Terrain Commercial Front) mower & deck in the amount of \$20,118.72, under a PA state contract, to be funded by Inmate Telephone Revenue funds.

B. HB McClure Company, York, PA

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 Pleasant Acres Nursing & Rehabilitation Center, and HB McClure Company, York, PA, for the replacement and installation of the Dietary HVAC unit, at a cost not to exceed \$29,895.00, under a PA COSTARS contract.

11. AGREEMENTS

A. Wayne L. Shultz, as the Administrator of the Estate of Todd W. Shultz

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Settlement Agreement between the County of York, on behalf of the York County Solicitor, and Wayne L. Shultz, as the Administrator of the Estate of Todd W. Shultz, in the amount of \$10,000.00, for final settlement of all civil claims against Springettsbury Township.

B. Rutter's Dairy, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Bid Award and Contract Agreement between the County of York, on behalf of the York County Purchasing department, and Rutter's Dairy, York, PA, the sole bidder, to provide milk and dairy products (including orange juice, fruit punch and iced tea) for the York County Prison and Pleasant Acres Nursing & Rehabilitation Center in the amount of approximately \$519,107.68, for the period of May 1, 2017 through April 30, 2018.

C. Bimbo Bakeries USA, Inc., Albany, NY

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Bid Award and Contract Agreement between the County of York, on behalf of the York County Purchasing department, and Bimbo Bakeries USA, Inc., Albany, NY, the sole bidder, to provide baked goods for the York County Prison and Pleasant Acres Nursing & Rehabilitation Center in the amount of approximately \$181,316.36, for the period of May 1, 2017 through April 30, 2018.

D. Kinsley Construction, Inc., York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Bid Award and Contract Agreement between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and Kinsley Construction, Inc., York, PA, for the replacement of Bridge No. 221 (Bermudian Church Road over Bermudian Creek in Washington Township), in the amount of \$1,502,170.00, as approved by PennDOT, to be funded through the Transportation Improvement Program (TIP) with 80% federal, 15% state and 5% Act 26 state funds.

E. Lobar Associates, Dillsburg, PA

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 Facilities Management department, and Lobar Associates, Dillsburg, PA, for the expansion of the Magisterial District Court 19-3-03 courtroom and the Probation Office conference room, both located in the Stewartstown facility, for a total cost not to exceed \$76,715.24, under the Keystone Purchasing Network (KPN) eZIQC program.

F. McClure Company, Harrisburg, PA

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 Prison, and McClure Company, Harrisburg, PA, to perform necessary repairs to one (1) boiler at a cost of \$12,309.00, to be funded by Inmate Telephone Revenue funds.

G. LexisNexis, Philadelphia, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Contract Agreement Amendments between the County of York, on behalf of the York County District Attorney's Office, and LexisNexis, Philadelphia, PA, to provide thirty-eight (38) (Lexis Advance) legal research software licenses and support at a cost of \$1,267.00 per month, and four (4) (Lexis for Microsoft Office) supplemental legal research software licenses and support at a cost of \$150.00 per month, for a total cost of \$17,004.00, for the period of September 1, 2017 through August 31, 2018.

H. PREA Auditors of America, LLC, Cypress, TX

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Professional Services Agreement between the County of York, on behalf of the York County Prison, and PREA Auditors of America, LLC, Cypress, TX, to perform auditing services of the Prison to secure certification as part of the Prison Rape Elimination Act (PREA) requirements, at a cost not to exceed \$5,500.00.

I. geographIT, Lancaster, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Professional Services Agreement between the County of York, on behalf of the York County Department of Emergency Services, and geographIT, Lancaster, PA, to provide a (ArcGIS) software support system upgrade to the current 9-1-1 GIS infrastructure at a cost not to exceed \$12,000.00.

J. CDI-Infrastructure, LLC, dba L.R. Kimball, Harrisburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Professional Services Agreement Amendment between the County of York, on behalf of the York County Planning Commission, and CDI-Infrastructure, LLC, dba L.R. Kimball, Harrisburg, PA, to reflect the inclusion of the GA Terminal Apron area of the York Airport as part of the Final Design Phase of the York Airport Runway Rehabilitation Project, at an additional cost of \$21,233.00, to be funded through a PennDOT Bureau of Aviation Grant.

12. MEMORANDUMS OF UNDERSTANDING

A. Exelon Nuclear, Kennett Square, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Memorandum of Understanding between the County of York, on behalf of the York County Office of Emergency Management, and Exelon Nuclear, Kennett Square, PA, for 100% reimbursement of funding for the salary, benefits and related expenses for one (1) full-time Radiological Emergency Planner/Trainer position for the County of York, for a period of five (5) years, effective April 19, 2017.

B. ACCESS York, a YWCA-York Program, York, PA, and YWCA Hanover Safe Home, Hanover, 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 Solicitor, and ACCESS York, a YWCA-York Program, York, PA, and YWCA Hanover Safe Home, Hanover, PA, to provide volunteer Protection From Abuse (PFA) services under the supervision of the York County Prothonotary's Office, effective January 1, 2017.

13. GRANT

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

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke 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 \$10,844.00, with a County match of \$2,712.00, for a total grant amount of \$13,556.00, to provide training for the Hazardous Materials Team through the 2016-2017 Hazardous Materials Emergency Preparedness (HMEP) grant, for the period of September 30, 2016 through September 30, 2017.

14. HUMAN SERVICES

A. Contract Agreement and HIPAA Business Associate Agreement – York/Adams HealthChoices Management Unit

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Contract Agreement and HIPAA Business Associate Agreement between the County of York, on behalf of the York/Adams HealthChoices Management Unit, and JG Early Intervention Specialists, Inc., York, PA, to provide Supporting Positive Environments for Children (SPEC) services to York City School District personnel and/or building improvements, at a cost not to exceed \$279,488.00, to be funded with reinvestment funds, for the period of February 6, 2017 through June 30, 2020.

15. TAX REFUND REGISTERS

A. Tax Refund Register 2017-09

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2017-09 authorizing payment of York County real estate tax refunds totaling \$2,079.15.

B. Tax Refund Register 2017-10

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2017-10 authorizing payment of York County real estate tax refunds totaling \$480.67.

16. CHECK REGISTERS

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to ratify the Check Register for the week of April 12, 2017 totaling \$4,271,580.75.

| <u>Weekly Disbursement Totals for April 12, 2017</u> | | |
|--|--|---------------|
| <u>Fund</u> | <u>Name</u> | <u>Amount</u> |
| 01 | General Fund | 1,586,006.74 |
| 01 | Payroll | |
| 01 | Ag Land Preservation | |
| 01 | Escrow | |
| 01 | Marcellus Shale | |
| 01 | York Co Agriculture Society Sinking Fund | |
| 02 | York County Nursing Home | 260,614.46 |
| 03 | Unclaimed Money | 29,366.40 |
| 04 | Donations | 536.50 |
| 05 | Controlled Substance | 54,658.87 |
| 06 | Human Services | 18,620.08 |
| 07 | Children & Youth | 438,984.13 |
| 08 | 911 | 49,007.62 |
| 08 | 911 Act 12 | |
| 09 | YC Capital Reserve | 5,090.00 |
| 10 | Liquid Fuels | |
| 10 | Liquid Fuels Act 44 | |
| 10 | Marcellus Shale Bridge Maintenance | |
| 11 | Prison Telephone | 13,549.55 |
| 25 | Aging | 61,772.04 |
| 28 | MH-IDD | 72,468.07 |
| 30/31 | York/Adams HealthChoices | 776,959.05 |
| 30 | York Reinvestment | 30,899.96 |
| 31 | Adams Reinvestment | |
| 35 | Domestic Relations | 2,525.00 |
| 36 | Earn-It | |
| 40 | Weatherization Liheap | 23,615.14 |
| 45 | Block Grant | 34,457.83 |
| 46 | Affordable Housing | 6,072.82 |
| 47 | Revolving Fund | |
| 48 | Downtown Hanover | |
| 49 | ARRA Weatherization | |
| 50 | Continuum of Care | 4,025.67 |
| 51 | Weatherization Doe | 7,474.32 |

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|----|----------------------------|---------------------|
| 72 | Tax Claim | |
| 75 | Retirement | |
| 82 | 2015 PLGIT GOB Fund | |
| 83 | 2016 Capital Projects Fund | |
| 84 | 911 Capital Projects Fund | 681,585.69 |
| 85 | P/A Capital Projects Fund | |
| 90 | Drug & Alcohol | 113,290.81 |
| | Total | <u>4,271,580.75</u> |

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of April 19, 2017 totaling \$8,532,372.77.

Weekly Disbursement Totals for April 19, 2017

| <u>Fund</u> | <u>Name</u> | <u>Amount</u> |
|-------------|--|---------------|
| 01 | General Fund | 3,136,088.19 |
| 01 | Payroll | |
| 01 | Ag Land Preservation | |
| 01 | Escrow | |
| 01 | Marcellus Shale | |
| 01 | York Co Agriculture Society Sinking Fund | |
| 02 | York County Nursing Home | 2,234.43 |
| 03 | Unclaimed Money | 29,212.71 |
| 04 | Donations | 3,500.00 |
| 05 | Controlled Substance | 18,906.42 |
| 06 | Human Services | 40.00 |
| 07 | Children & Youth | 646,037.57 |
| 08 | 911 | 41,051.07 |
| 08 | 911 Act 12 | |
| 09 | YC Capital Reserve | |
| 10 | Liquid Fuels | 25,221.73 |
| 10 | Liquid Fuels Act 44 | |
| 10 | Marcellus Shale Bridge Maintenance | |
| 11 | Prison Telephone | |
| 25 | Aging | |
| 28 | MH-IDD | 633,050.04 |
| 30/31 | York/Adams HealthChoices | 8,783.38 |
| 30 | York Reinvestment | 34,916.58 |
| 31 | Adams Reinvestment | 127,453.00 |
| 35 | Domestic Relations | 26.50 |
| 36 | Earn-It | |
| 40 | Weatherization Liheap | 5,352.00 |
| 45 | Block Grant | 32,525.25 |
| 46 | Affordable Housing | |
| 47 | Revolving Fund | |
| 48 | Downtown Hanover | |
| 49 | ARRA Weatherization | |

| | | |
|----|----------------------------|----------------------------|
| 50 | Continuum of Care | 198.11 |
| 51 | Weatherization Doe | |
| 72 | Tax Claim | 3,787,775.79 |
| 75 | Retirement | |
| 82 | 2015 PLGIT GOB Fund | |
| 83 | 2016 Capital Projects Fund | |
| 84 | 911 Capital Projects Fund | |
| 85 | P/A Capital Projects Fund | |
| 90 | Drug & Alcohol | |
| | Total | <u><u>8,532,372.77</u></u> |

17. REPORT OF EXECUTIVE SESSIONS

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

04/10 – Commissioners Byrnes, Hoke and Reilly; Mark Derr; Robb Green; Glenn Smith; Kristy Bixler and Tiffany Trout – General Personnel; Pam Gay – Coroner’s Office Personnel; and Richard Keuerleber and Richard Rice – Sheriff’s Office Personnel.

18. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

There was no other business to address, nor were any public comments received.

19. 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 10:29 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager