

**COMMISSIONERS' MEETING
MINUTES**

06/21/17

The June 21, 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 Patrick Rambeau led the Pledge of Allegiance.

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

2. PROCLAMATION

A. Marine Corps League Week

The Board of Commissioners presented a proclamation to First Capitol Detachment, Marine Corps League recognizing the week of June 19-25, 2017 as "Marine Corps League Week" in York County.

3. PRESENTATIONS

A. West Nile/Mosquito Activities Update – Tom Smith

Tom Smith of the York County Penn State Extension gave an update on the West Nile virus in York County. He provided some guidance on how to eliminate and prevent the increase in the mosquito populations and ultimately decreasing the chances of contracting the West Nile and/or Zika virus.

B. York County Office of Children, Youth & Families Update – Terry Clark

York County Office of Children, Youth & Families Director Terry Clark provided an update on the progress and results of the restructuring of the Children, Youth & Families agency.

4. PERIOD OF PUBLIC COMMENT

Commissioner Byrnes congratulated York County Communications Director Mark Walters on the recent birth of his and his wife's first child, a son.

Commissioner Byrnes congratulated York County Solicitor Glenn Smith on completing a Leadership program with the County Commissioners Association of Pennsylvania (CCAP).

5. CONSENT AGENDA

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

A. Minutes from the June 7, 2017 Commissioners' Meeting, as submitted.

B. Letters of Agreement between the County of York, on behalf of the York County Adult Probation department, and the following service providers, to provide DUI services to York County offenders, for the period of July 1, 2017 through June 30, 2018:

WellSpan Behavioral Health Services at Edgar Square, York, PA
New Insights II, York & Lemoyne, PA
Cornerstone Counseling, Hanover, PA
True North, York, Hanover & Shrewsbury, PA
Gaudenzia West, Mechanicsburg, PA
Colonial House, York, PA
PA Counseling, York & Gettysburg, PA
Pyramid Health, York, PA
TW Ponessa & Associates, York, PA
Rehab After Work, York, PA
Open Arms Recovery, Hanover, PA
Yorktowne Psychological & Addiction Services, York, PA

C. Memorandums of Understanding and HIPAA Business Associate Agreements between the County of York, on behalf of the York/Adams HealthChoices Management Unit, and the following service providers, for Administrative Housing Support services of Reinvestment Funds for the Affordable Housing Programs for York and Adams Counties, for the period of July 1, 2017 through June 30, 2018:

York County Planning Commission, York, PA
Bell Socialization Services, Inc., York, PA
TrueNorth Wellness Services, Inc., Hanover, PA

- 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:

Provider	Location	Program Name	Cost
KidsPeace National Centers, Inc.	4807 Jonestown Road Harrisburg, PA 17109	Regular Foster Care Foster Care	\$53.58/Diem
KidsPeace National Centers, Inc.	4807 Jonestown Road Harrisburg, PA 17109	Specialized Foster Care Foster Care	\$91.40/Diem
KidsPeace National Centers, Inc.	4807 Jonestown Road Harrisburg, PA 17109	Intensive Foster Care Foster Care	\$101.91/Diem
KidsPeace National Centers, Inc.	4807 Jonestown Road Harrisburg, PA 17109	Kidspeace Diagnostic/Shelter Care – Diagnostic/Shelter Care	\$314.23/Diem
KidsPeace National Centers, Inc.	4807 Jonestown Road Harrisburg, PA 17109	Therapeutic/Intensive Residential Treatment (MA Approved) Comm. Resid. Services	\$0.00/Diem
KidsPeace National Centers, Inc.	4807 Jonestown Road Harrisburg, PA 17109	Trauma Care Treatment (MA Approved) Comm. Resid. Services	\$0.00/Diem
KidsPeace National Centers, Inc.	4807 Jonestown Road Harrisburg, PA 17109	Kidshope Intensive Residential TX (MA Approved-Males) Comm. Resid. Services	\$0.00/Diem
KidsPeace National Centers, Inc.	4807 Jonestown Road Harrisburg, PA 17109	Sexual Issues Residential (MA Approved) Comm. Resid. Services	\$0.00/Diem
KidsPeace National Centers, Inc.	4807 Jonestown Road Harrisburg, PA 17109	CRR Host Home/TOP (MA Approved) Foster Care	\$14.98/Diem

- E. Purchase of Service Agreement First Amendment between the County of York, on behalf of York County Office of Children, Youth & Families, and Children’s Home of York, York, PA, for the addition of Integrated Practice Team services, at a cost of \$20,000/month, for the period of May 1, 2017 through June 30, 2017, with all other terms and conditions of the original agreement remaining in full force and effect.
- F. Subsidized Permanent Legal Custodianship Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and SR and KR, York, PA, as Custodians of JJS, a minor child, and authorizing custodianship subsidy payments at a rate of \$29.65 per day until the child reaches the age of 21 years.

G. Solicitor’s Report, as submitted.

6. APPOINTMENT

A. South Central Workforce Investment Board (SCWIB)

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint Ellie Lamison, Dover Township, to the South Central Workforce Investment Board (SCWIB) for a three-year term, effective June 21, 2017 through June 30, 2020.

7. SOLICIT BIDS

A. York Airport Runway Rehabilitation Project

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to authorize the York County Planning Commission to Solicit Bids for the York Airport Runway Rehabilitation Project, pending final approval by the Bureau of Aviation, Pennsylvania Department of Transportation (PennDOT).

8. RESOLUTIONS

A. 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 York County Planning Commission, authorizing the submission of the 2016 York County Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., for the HOME Investment Partnership Act (HOME), Community Development Block Grant (CDBG), and Emergency Solutions Grant (H-ESG) Programs.

B. Resolution 2017-15

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2017-15 authorizing an emergency replacement of the lower level steel garage door located at the York County Judicial Center.

9. PURCHASES

A. Ben Druck Door Company, York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to ratify a Purchase between the County of York, on behalf of the York County Facilities Management department, and Ben Druck Door Company, York, PA, for the purchase and replacement of the lower level steel garage door located at the York County Judicial Center, at a cost not to exceed \$35,233.00.

B. Dell, Inc., Round Rock, TX

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 Dell, Inc., Round Rock, TX, for thirty-nine (39) desktop and seventeen (17) laptop computers, and accessories, for a total cost of \$48,686.75, under a PA COSTARS contract.

C. CDW-Government, Chicago, IL

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 Information Services department, and CDW-Government, Chicago, IL, for forty (40) HP computer thin clients and forty (40) monitors for the York County Prison, for a total cost of \$15,217.60, under a National PA Technology Solutions contract, to be funded through the Inmate Telephone Revenue Fund.

10. NOTICE TO PROCEED

A. McClure Company, Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to ratify a Notice To Proceed between the County of York, on behalf of the York County Facilities Management department, and McClure Company, Harrisburg, PA, authorizing Engineering services and the purchase of long lead-time equipment for the Boiler Replacement Project at the York County Judicial Center, until such time that the Guaranteed Energy Savings Agreement (GESA) can be amended.

11. AGREEMENTS

A. Shannahan Water Company, LLC, Salisbury, MD

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve an Easement Agreement between the County of York, on behalf of the York County Facilities Management department, and Shannahan Water Company, LLC, Salisbury, MD, authorizing temporary access to and grading of portions of Shrewsbury Commerce lot #11, owned by the County of York, for the purpose of making improvements to adjacent lot #13 for future development.

B. Kennedy, PC, Law Offices, Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Letter of Engagement between the County of York, on behalf of the York County Solicitor, and Kennedy, PC, Law Offices, Harrisburg, PA, to assist with the collection of delinquent account receivables for the Pleasant Acres Nursing & Rehabilitation Center (PAN&RC), at the hourly rates indicated:

Shareholder/Of Counsel	\$260.00
Associate	\$190.00-\$220.00
Law Clerk	\$115.00
Paralegal	\$ 90.00

C. Lobar Associates, Dillsburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly 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 replacement of carpet in the York County District Attorney’s Office, the entrance to the first floor break area of the York County Judicial Center, and a conference room located in the York County Probation Services department, for a total cost not to exceed \$57,692.89, under the Keystone Purchasing Network (KPN) ezIQC program.

D. Collens-Wagner Agency, Inc., York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Contract Agreement between the County of York, on behalf of the York County Human Resources department, and Collens-Wagner Agency, Inc., York, PA, for General Liability, Law Enforcement, Crime Liability, Public Officials, Auto Liability, Auto Physical Damage, Employment Liability and Property insurance coverage and Claims Processing services, through the following providers, at a cost of \$509,445.00, for the period of June 30, 2017 through June 30, 2018:

<u>Provider</u>	<u>Service</u>	<u>Amount</u>
Inservco Insurance Services, Inc.	Claims Processing	\$ 14,687.00
Travelers Insurance	Insurance Coverage	\$236,716.00
OneBeacon Insurance Group, LLC	Insurance Coverage	<u>\$258,042.00</u>
		\$509,445.00

E. Codorus State Park, Hanover, 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 Department of Emergency Services, and Codorus State Park, Hanover, PA, for a Mobile Data Computer (MDC) program software and hardware upgrade for law enforcement vehicles, effective upon full execution of all parties through December 31, 2017.

F. Herre Consulting, Harrisburg, PA

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 Public Defender’s Office, and Herre Consulting, Harrisburg, PA, for maintenance on two (2) (Lektriver) electronic filing system units at a rate of \$793.00 per unit, for a total cost of \$1,586.00, for the period of July 1, 2017 through June 30, 2018.

G. York County Planning Commission, York, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Data Sharing Agreements between the County of York and the York County Planning Commission, York, PA, for the purpose of exchanging data to create maps and data reports to be used by the following York County departments for the Communities of Hope Project, effective June 21, 2017:

Children, Youth & Families
Department of Probation Services

12. GRANTS

A. Pennsylvania Board of Probation and Parole, Harrisburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Supervision Funds Agreement between the County of York, on behalf of the York County Department of Probation Services, and the Pennsylvania Board of Probation and Parole, Harrisburg, PA, for the management and disbursement of York County Adult Probation Supervision fees, for the period of July 1, 2017 through June 30, 2022.

B. Pennsylvania Board of Probation and Parole, Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Grant-In-Aid Agreement between the County of York, on behalf of the York County Department of Probation Services, and the Pennsylvania Board of Probation and Parole, Harrisburg, PA, for the management of the York County Adult Probation Grant-In-Aid Program, for the period of July 1, 2017 through June 30, 2022.

13. RECESS

Commissioner Byrnes recessed the meeting at 10:53 a.m. for the purpose of holding a hearing to receive public comments on the proposed 2017-2018 York County Human Services Plan.

14. RECONVENE

Commissioner Byrnes reconvened the meeting at 11:00 a.m.

15. HUMAN SERVICES

A. Pennsylvania Department of Human Services, Harrisburg, PA – York County Human Services

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of the 2017-2018 York County Human Services Plan, on behalf of the York County Human Services department, to the Pennsylvania Department of Human Services, Harrisburg, PA, to include the planning process and allocations for the following funding streams:

Mental Health Services-Community Programs	Homeless Assistance Program
Intellectual Disabilities-Community Base Program	Human Services Development Fund
Act 152/BHSI Drug and Alcohol Program	

B. York County Planning Commission, York, PA – York County Human Services

Motion was made by Commissioner Reilly, 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 Human Services department, and the York County Planning Commission, York, PA, for the purpose of exchanging data to create maps and data reports for the Communities of Hope Project, effective June 21, 2017.

C. York County Human Services, York, PA – 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 York County Human Services, York, PA, for the provision of Behavioral Health Navigator services, a reinvestment project approved by the Pennsylvania Office of Mental Health and Substance Abuse Services (OMHSAS), at a cost not to exceed \$178,539.00, for the period of July 1, 2017 through June 30, 2019.

D. Pennsylvania Department of Human Services, Office of Children, Youth & Families, Harrisburg, PA – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of the 3rd Quarter 2016-2017 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 \$37,670,076.00.

E. Camera Center of York, York, PA – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Letter of Agreement and 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 photographic processing services for pictures taken by CYF, for the period of July 1, 2017 through June 30, 2018.

F. Pennsylvania Children and Youth Association (PCYA) and the County Commissioners Association of Pennsylvania (CCAP) – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Professional Services Agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the Pennsylvania Children and Youth Association (PCYA) and the County Commissioners Association of Pennsylvania (CCAP), authorizing CCAP to provide the following Expert Technical Consulting services to support fifty-six (56) county Children and Youth agencies, who utilize the Child Accounting and Profile System (CAPS) application, at the costs and for the periods indicated:

<u>Support Services</u>	<u>4/01/17 to 6/30/17</u>	<u>7/01/17 to 6/30/18</u>
Review proposals- Quarterly	\$ 500.00	\$ 4,000.00
Provide technical support to CAPS governance board	\$6,500.00	\$26,000.00
Develop and oversee contract management committee	\$1,500.00	\$ 6,000.00
Oversight with Avanco	\$1,200.00	\$ 4,800.00
Travel and lodging (actual costs to be billed) with max.	\$1,488.00	\$ 5,950.00

G. Avanco International, Inc., Fairfax, VA – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Service Provider Contract Agreement First Amendments between the County of York, on behalf of the York County Office of Children, Youth & Families, and Avanco International, Inc., Fairfax, VA, extending the term date of the original agreements from July 1, 2017 to October 31, 2017 for the following services, and cancelling the automatic 12-month renewals, for the purpose of evaluating the terms of new agreements:

Services
Consulting
Child Accounting and Profile System (CAPS) Application

16. TAX REFUND REGISTERS

A. Tax Refund Register 2017-16

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2017-16 authorizing payment of York County real estate tax refunds totaling \$9,337.51.

B. Tax Refund Register 2017-17

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2017-17 authorizing payment of York County real estate tax refunds totaling \$1,665.13.

17. CHECK REGISTERS

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to ratify the Check Register for the week of June 14, 2017 totaling \$6,724,857.21.

Weekly Disbursement Totals for June 14, 2017

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	3,995,014.62
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	478,366.89
03	Unclaimed Money	
04	Donations	1,900.00
05	Controlled Substance	14,994.29
06	Human Services	549.60
07	Children & Youth	183,874.75
08	911	214,282.07
08	911 Act 12	
09	YC Capital Reserve	45,204.05
10	Liquid Fuels	11,574.35
10	YC Local Use Fee	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	134,917.49
28	MH-IDD	198,325.14
30/31	York/Adams HealthChoices	
30	York Reinvestment	800.00

31	Adams Reinvestment	
35	Domestic Relations	68.85
36	Earn-It	
40	Weatherization Liheap	
45	Block Grant	17.66
46	Affordable Housing	50.83
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	25,254.80
51	Weatherization Doe	
72	Tax Claim	4,768.22
75	Retirement	64,681.43
82	2015 PLGIT GOB Fund	
83	2016 Capital Projects Fund	1,187,582.76
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	162,629.41
	Total	<u>6,724,857.21</u>

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of June 21, 2017 totaling \$8,440,961.50.

Weekly Disbursement Totals for June 21, 2017

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,704,107.14
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	50,000.00
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	136,909.54
03	Unclaimed Money	
04	Donations	2,114.36
05	Controlled Substance	8,562.33
06	Human Services	65,047.22
07	Children & Youth	827,088.50
08	911	280.88
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	548.41
10	YC Local Use Fee	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	14,502.70
25	Aging	133,401.05

28	MH-IDD	591,830.69
30/31	York/Adams HealthChoices	9,760.11
30	York Reinvestment	26,718.66
31	Adams Reinvestment	7,240.00
35	Domestic Relations	778.36
36	Earn-It	
40	Weatherization Liheap	
45	Block Grant	18,453.61
46	Affordable Housing	7,098.93
47	Revolving Fund	12.00
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	6,055.03
51	Weatherization Doe	32,939.22
72	Tax Claim	2,339,997.47
75	Retirement	94,280.76
82	2015 PLGIT GOB Fund	
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	1,363,171.38
85	P/A Capital Projects Fund	
90	Drug & Alcohol	63.15
	Total	<u>8,440,961.50</u>

18. REPORT OF EXECUTIVE SESSIONS

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

19. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

Commissioner Byrnes announced that the Senior Games in York County are being held this week with close to 500 seniors participating in the activities this year.

20. 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 11:10 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager