

**COMMISSIONERS' MEETING
MINUTES**

08/16/17

The August 16, 2017 York County Board of Commissioners Meeting was held at the York Area United Fire & Rescue, 50 Commons Drive, York, PA 17402.

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, Chief Clerk Sherry Baer and Solicitor Glenn Smith present.

A. Opening Ceremony

Veteran Donald Bradley led the Pledge of Allegiance.

Father Carl Tancredi, York College Chaplain, gave the Invocation.

2. PERIOD OF PUBLIC COMMENT

On behalf of the Board of Commissioners, Commissioner Byrnes extended deepest sympathy in the recent loss of Mr. Stanley "Stan" Brown of Loganville, a long-term volunteer firefighter. Commissioner Byrnes also thanked the fire chiefs and all of the volunteer firefighters who participated in a recent meeting held at the 9-1-1 Center regarding the recent failure of the emergency paging system. Commissioner Byrnes stated that action steps will be taken to include (i) creating an advisory board made up of representatives of the community, including first responders; (ii) explore options for a reliable backup system; (iii) conduct an operational audit of the 9-1-1 Center; (iv) review the actions taken by Washington Township during the failure of the paging system; and (v) encourage all of the fire chiefs to become actively involved. Commissioner Byrnes thanked all of the fire chiefs, firefighters and their families.

3. CONSENT AGENDA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the Consent Agenda, items A through J, as listed below:

A. Minutes from the August 2, 2017 Commissioners' Meeting, as submitted.

B. 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 Pediatric Services of America, Inc. dba PSA Healthcare, Harrisburg, PA, to provide Medical Assessment and Staff Consultation services for children and youth at a rate of \$42.00 per hour up to 40 hours, and \$50.00 per hour thereafter per week, for the period of July 1, 2017 through June 30, 2018.

- C. Subsidized Adoption Assistance Agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following adoptive parents, for adoption assistance at the rates indicated for 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>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
BJ and TJ, Dillsburg, PA	NGJ fka NGT	\$22.00
LS, Lewisberry, PA	OMS fka OMT	\$26.50
LS, Lewisberry, PA	EAS fka EAT	\$26.50
CB, York, PA	SAB fka SAK	\$25.65
TW, York, PA	BIW fka BIS	\$27.00

- D. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and VA and CC, Dover, PA, for adoption assistance at a rate of \$33.00 per day for VMC fka DMW, a minor child, until the child reaches the age of 21 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.

- E. Subsidized Adoption Assistance Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and JG and AG, Grand Island, FL, to reflect a change in the monthly adoption subsidy from \$27.00 per day to \$32.00 per day, for EAG fka EKL, the minor child, with all other terms and conditions of the original agreement remaining in full force and effect.

- F. Subsidized Permanent Legal Custodianship Agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and BV and JV, Stafford, VA, as custodians of the following minor children, authorizing custodianship subsidy payments at the rates indicated until each child reaches the age of 18 years:

<u>Minor Child</u>	<u>Rate per day</u>
CJS	\$31.00
QTB	\$27.00
AMB	\$27.00

- G. Ratify a Professional Services Contract Agreement between the County of York, on behalf of the York County Pleasant Acres Nursing & Rehabilitation Center, and Dedicated Nursing Associates, Inc., Murrysville, PA, to provide supplemental Nurse Staffing services at the rates indicated, for the period of May 2, 2017 through May 1, 2018, with automatic annual renewal:

<u>Nursing Services</u>	<u>Hourly Rate</u>
Registered Nurse (RN)	\$59.00
Licensed Practical Nurse (LPN)	\$48.00
Certified Nurse Assistant (CNA)	\$27.00
Non-certified Aides	\$24.00

H. Ratify a Professional Services Contract Agreement between the County of York, on behalf of the York County Pleasant Acres Nursing & Rehabilitation Center, and Allied Resources Medical Staffing (ARMS), Exton, PA, to provide supplemental Nurse Staffing services at the rates indicated, for the period of May 10, 2017 through May 9, 2018, with automatic annual renewal:

<u>Nursing Services</u>	<u>Hourly Rate</u>
Registered Nurse (RN)	\$71.00
Licensed Practical Nurse (LPN)	\$52.00
Certified Nurse Assistant (CNA)	\$32.00

I. Ratify a Professional Services Contract Agreement between the County of York, on behalf of the York County Pleasant Acres Nursing & Rehabilitation Center, and Immediate Care Option Network, Inc. (ICON Health), York, PA, to provide supplemental Nurse Staffing services at the rates indicated, for the period of May 11, 2017 through May 10, 2018, with automatic annual renewal:

<u>Nursing Services</u>	<u>Hourly Rate</u>
Registered Nurse (RN)	\$59.00
Licensed Practical Nurse (LPN)	\$46.00
Certified Nurse Assistant (CNA)	\$29.00
Nurse Aides	\$20.00

J. Solicitor's Report, as submitted.

4. OVERSIGHT RESPONSIBILITY

A. Other Post Employment Benefit Plan

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to grant the Oversight Responsibility for the County's Other Post Employment Benefit Plan to the York County Retirement Board, retroactive to December 28, 2016.

5. SOLICIT BIDS

A. Insulation and Penetrations Project

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to authorize the York County Facilities Management department to Solicit Bids for needed repairs to the fire proofing of the building steel, and fire caulking of penetrations of the utility shaft and in residents' bathrooms at the York County Pleasant Acres Nursing & Rehabilitation Center (PAN&RC), as part of the Insulation and Penetrations Project.

6. PURCHASES

A. Phillips Workplace Interiors, Middletown, 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 York County Office of Children, Youth & Families, and Phillips Workplace Interiors, Middletown, PA, for the reconfiguration of office space at a cost of \$1,664.00, and the purchase of furniture, to be located on the second and fourth floors of the York County Human Services Center building, at a cost of \$21,168.35, for a total cost of \$22,832.35.

B. Software House International (SHI), Somerset, NJ

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 Software House International (SHI), Somerset, NJ, for fifteen-hundred (1500) (Enterprise Vault) e-mail software licenses, for a total cost of \$30,495.00, for the period of August 20, 2017 through August 19, 2018.

C. Capital Area Communications, Harrisburg, 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 York County Department of Emergency Services, and Capital Area Communications, Harrisburg, PA, for twenty (20) (Thunderbolt E – Disciplined) GPS clocks, to replace end-of-life devices for the 9-1-1 Center, at a cost of \$1,195.00 per unit, and \$130.00 shipping costs, for a total cost of \$24,030.00.

7. RECESS

Commissioner Byrnes recessed the meeting at 10:12 a.m. for the purpose of holding a hearing to receive public comments on the adoption of proposed Ordinance 2017-04.

8. RECONVENE

Commissioner Byrnes reconvened the meeting at 10:15 a.m.

9. ORDINANCE

A. Ordinance 2017-04

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Ordinance 2017-04 authorizing an Amended and Restated Intergovernmental Cooperation Agreement for the implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan, and cost sharing for the administration of the Plan between the York County Planning Commission and participating York County municipalities.

10. AGREEMENTS

A. CriLon Corp., Somerset, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to award and approve a Contract Agreement between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and CriLon Corp., Somerset, PA, the lowest responsible bidder, for the 2017 Bridge Maintenance Program, in the amount of \$334,995.91; and Contract Change Order No. 1 to remove guide rail work for Bridge No. 273, reducing the contract amount by \$27,126.00, for a new total contract amount of \$307,869.91, to be funded with Liquid Fuels funds.

B. SunGard Public Sector, Inc., Lake Mary, FL

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Contract Agreement Second Amendment between the County of York, on behalf of the York County Information Services department, and SunGard Public Sector, Inc., Lake Mary, FL, to reflect a revision in the payment terms for the periods of February 1, 2016 through January 31, 2017 and February 1, 2017 through January 31, 2018; and the addition of monthly support fees for the period beginning February 1, 2017 and ceasing on the ASP program go-live date, with all other terms and conditions of the original and any subsequent amendments remaining in full force and effect.

C. PFM Solutions, LLC, Philadelphia, 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 Commissioners' Office, and PFM Solutions, LLC, Philadelphia, PA, to provide (Whitebirch-Financial Modeling) Software Subscription services at no cost, for the period of September 1, 2017 through December 31, 2017; a cost of \$10,000.00 per year, for the period of January 1, 2018 through December 31, 2019; and a one-time cost of \$5,000.00 for data migration into and implementation of the program, for a total cost of \$25,000.00.

D. HB McClure, York, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Service Contract Agreement between the County of York, on behalf of the York County District Attorney's Office, and HB McClure, York, PA, to provide Preventative Maintenance services for the HVAC system at the York County Drug Task Force facility, at a cost of \$335.00, for the period of September 1, 2017 through August 31, 2018.

E. West Publishing Corp., Eagan, MN

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 West Publishing Corp., Eagan, MN, to provide access to a Legal Research database (West Proflex) at a cost of \$1,108.80 per month, for a total cost of \$13,305.60, for the period of January 1, 2018 through December 31, 2018; and an additional two (2) years with a 3% increase each year, for the period of January 1, 2019 through December 31, 2020.

F. Express Scripts, Inc., a Delaware Corporation

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Service Contract Agreement Addendum between the County of York, on behalf of the York County Human Resources department, and Express Scripts, Inc., a Delaware Corporation, for the addition of Clinical Program services, as detailed in the agreement, to the existing Pharmacy Benefit Management services agreement, at an additional cost of \$1.21 per member per month, effective September 1, 2017 or soonest available date, with no other changes being made to the original agreement, for the period of January 1, 2017 through December 31, 2019.

G. The Professional Edge, Inc., York, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Professional Services Contract Agreement between the County of York, on behalf of the York County Human Resources department, and The Professional Edge, Inc., York, PA, to provide two (2) ninety-minute "Business Etiquette Excellence" training sessions, for a total cost of \$3,300.00.

H. William D. Sprenkle, Hellam, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Professional Services Contract Agreement between the County of York, on behalf of the York County Prison Board, and William D. Sprenkle, Hellam, PA, to provide Expertise Consultation services and assistance to the York County Prison Leadership Team, for the implementation of the recommendations included in the Pennsylvania Department of Corrections Review of the facility's operations, at a rate of \$55.00 per hour for up to sixteen (16) hours per week, for the period of July 17, 2017 through December 31, 2017, with the option to renew for any period acceptable to associated parties.

I. Carol A. Childs, New Freedom, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Lease Agreement Termination between the County of York, on behalf of the York County Parks department, and Carol A. Childs, New Freedom, PA, for rental space used to operate a café at the New Freedom Train Station, effective August 31, 2017.

J. Robert and Amy Hessel, New Freedom, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Lease Agreement between the County of York, on behalf of the York County Parks department, and Robert and Amy Hessel, New Freedom, PA, for rental space to operate a café at the New Freedom Train Station, at a rate of \$663.80 per month, effective September 1, 2017.

11. GRANT

A. Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA; and the South Central Counter Terrorism Task Force

Commissioner Reilly made a motion, 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; and the South Central Counter Terrorism Task Force, in the amount of \$1,712,650.00, for the purpose of supporting the planning, training, preparedness and response needs to address acts of terrorism and other catastrophic events through the 2017 State Homeland Security Grant Program (SHSGP), for the period of September 1, 2017 through August 31, 2020.

12. PROMULGATION

A. York County Emergency Operations Plan

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Promulgation of the York County Emergency Operations Plan, on behalf of the York County Office of Emergency Management, to reflect updated changes made to the plan of operations during an emergency or disaster, in compliance with the Pennsylvania Emergency Management Agency (PEMA) Services Code, effective August 16, 2017.

13. HUMAN SERVICES

A. Giselle Joseph, MD, York, PA – 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, between the County of York, on behalf of the York County Area Agency on Aging, and Giselle Joseph, MD, York, PA, to provide agency-funded Physician Consulting services at a cost not to exceed \$3,211.00, for the period of July 1, 2017 through June 30, 2018.

B. Obermayer, Rebmann, Maxwell & Hippel, LLP, Philadelphia, PA – York/Adams HealthChoices Management Unit

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Service Provider Contract Agreement Amendment between the County of York, on behalf of the York/Adams HealthChoices Management Unit, and Obermayer, Rebmann, Maxwell & Hippel, LLP, Philadelphia, PA, to reflect an increase in the amount for Legal services from \$20,000.00 to \$50,000.00, in addition to a revised Scope of Work, with all other terms and conditions of the original agreement remaining in full force and effect, for the period of July 1, 2016 through June 30, 2017.

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

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of a Needs-Based Plan/Budget Amendment, 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, for Expenditures & Revenues budget adjustments, as required by the state; and increasing the total amount from \$47,333,091.00 to \$50,018,153.00:

<u>Expenditures</u>	<u>Original</u>	<u>Amended</u>
In-Home	\$20,196,015	\$20,611,410
Community Based Placement	\$16,939,195	\$19,245,497
Institutional Placement	\$ 8,624,284	\$ 8,494,614
Administration	<u>\$ 1,573,597</u>	<u>\$ 1,666,632</u>
Total	\$47,333,091	\$50,018,153
<u>Revenues</u>		
State Program Funds (Act 148)	\$25,729,303	\$25,729,303
State Share – YDC	\$ 3,224,216	\$ 3,826,015
Title XX	\$ 229,930	\$ 229,930
Title IV-E	\$ 5,449,151	\$ 5,064,870
Title IV-B	\$ 151,113	\$ 151,113
TANF	\$ 1,264,451	\$ 1,264,451
Medical Assistance	\$ 15,775	\$ 0
Program Income	\$ 584,062	\$ 639,373
County Program Funds (reimbursable)	\$ 7,623,635	\$ 7,886,186
County Share – YDC	\$ 2,149,477	\$ 2,550,677
County Program Funds (NON-Reimbursable)	<u>\$ 911,978</u>	<u>\$ 2,676,235</u>
Total	\$47,333,091	\$50,018,153

14. TAX REFUND REGISTERS

A. Tax Refund Register 2017-20

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2017-20 authorizing payment of York County real estate tax refunds totaling \$5.24.

B. Tax Refund Register 2017-21

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2017-21 authorizing payment of York County real estate tax refunds totaling \$70.02.

15. CHECK REGISTERS

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to ratify the Check Register for the week of August 9, 2017 totaling \$6,356,049.14.

<u>Weekly Disbursement Totals for August 9, 2017</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	4,238,652.54
01	Payroll	513.23
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	303,480.20
03	Unclaimed Money	50.00
04	Donations	75.00
05	Controlled Substance	2,920.96
06	Human Services	191.41
07	Children & Youth	407,239.12
08	911	214,530.90
08	911 Act 12	
09	YC Capital Reserve	152,363.00
10	Liquid Fuels	22,595.43
10	YC Local Use Fee	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	32,127.74
28	MH-IDD	193,422.24
30/31	York/Adams HealthChoices	
30	York Reinvestment	83,691.43
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	
35	Domestic Relations	678.68
36	Earn-It	
40	Weatherization Liheap	27,912.87
45	Block Grant	8,496.01
46	Affordable Housing	54.82
47	Revolving Fund	
48	Downtown Hanover	

49	ARRA Weatherization	419.69
50	Continuum of Care	
51	Weatherization Doe	12,406.55
72	Tax Claim	
75	Retirement	158.61
82	2015 PLGIT GOB Fund	
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	654,013.65
85	P/A Capital Projects Fund	
90	Drug & Alcohol	55.06
	Total	<u>6,356,049.14</u>

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of August 16, 2017 totaling \$7,130,232.40.

<u>Weekly Disbursement Totals for August 16, 2017</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,813,820.54
01	Payroll	
01	Ag Land Preservation	
01	Escrow	2,252.25
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	198,837.04
03	Unclaimed Money	
04	Donations	52.25
05	Controlled Substance	4,200.70
06	Human Services	4,475.00
07	Children & Youth	649,960.66
08	911	17,092.86
08	911 Act 12	
09	YC Capital Reserve	17,744.10
10	Liquid Fuels	15,666.53
10	YC Local Use Fee	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	52,838.63
28	MH-IDD	1,742,216.12
30/31	York/Adams HealthChoices	
30	York Reinvestment	19,256.48
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	138.00
35	Domestic Relations	519.81
36	Earn-It	
40	Weatherization Liheap	5,719.16

45	Block Grant	164,659.65
46	Affordable Housing	5,426.87
47	Revolving Fund	137.00
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	16,923.00
51	Weatherization Doe	
72	Tax Claim	1,714,910.27
75	Retirement	213,245.95
82	2015 PLGIT GOB Fund	
83	2016 Capital Projects Fund	469,731.53
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	408.00
	Total	<u><u>7,130,232.40</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

Lee Hoffheins, Glen Rock Borough resident, questioned the amount of an expenditure, referencing agenda item No. 9: *Motion to approve a Purchase between the County of York, on behalf of the York County Information Services department, and **Software House International (SHI), Somerset, NJ, for fifteen-hundred (1500) (Enterprise Vault) e-mail software licenses, for a total cost of \$30,495.00, for the period of August 20, 2017 through August 19, 2018.*** Commissioner Reilly stated that they will have York County Information Services Executive Director Joe Sassano respond to his question.

Commissioner Byrnes announced that the York County Parks department will be hosting boat rides at Lake Redman during the evening of August 18th at 8:30 p.m.

18. 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 10:33 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager