

**COMMISSIONERS' MEETING  
MINUTES**

**10/04/17**

The October 4, 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 10:00 a.m., with Vice President Commissioner Doug Hoke, Commissioner Christopher Reilly, Administrator Mark Derr, Chief Clerk Sherry Baer, Solicitor Glenn Smith, Controller Robb Green, Treasurer Barbara Bair and Nicole Whitehead present.

**A. Opening Ceremony**

Veteran Paul Hershey led the Pledge of Allegiance.

Reverend Brenda Marin of Hayshire United Church of Christ gave the Invocation.

Commissioner Byrnes called for a moment of silence for the victims and their families of the Las Vegas tragedy.

**2. PROCLAMATIONS**

**A. 2017-2018 United Way Annual Campaign Kickoff – “UNITED for a Strong Community”**

The Board of Commissioners presented a proclamation to Bob Woods, Executive Director of the United Way of York County, recognizing August 29, 2017 through December 9, 2017 as the “United Way Annual Campaign” in York County, with this year’s theme of “UNITED for a Strong Community”.

**B. “Community Planning Month” – York County Planning Commission**

The Board of Commissioners presented a proclamation to Felicia Dell, Director of the York County Planning Commission, recognizing the month of October 2017 as “Community Planning Month” in York County.

**3. PRESENTATION**

**A. County Bridge Update with \$5 Registration Fee Revenues – York County Planning Commission**

Will Clark of the York County Planning Commission provided an update on the County \$5 Local Use Fee utilized for the rehabilitation and replacement of County bridges.

#### 4. PERIOD OF PUBLIC COMMENT

York Suburban Senior High School AP Government class students who attend the Board of Commissioners' Meeting were introduced.

#### 5. CONSENT AGENDA

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

- A. Minutes from the September 20, 2017 Commissioners' Meeting, as submitted.
- B. Letters of Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following school districts, to establish the allocations between the County and the District for Transportation costs related to educational stability for children in foster care, per the Every Student Succeeds Act, for the period of December 10, 2016 through June 30, 2017:

<u>School District</u>	<u>Address</u>
Central York School District	775 Marion Road, York, PA
Dallastown Area School District	700 New School Lane, Dallastown, PA
Eastern York School District	120 S. 3rd Street, Wrightsville, PA
Hanover Public School District	401 Moul Avenue, Hanover, PA
Northern York County School District	650 South Baltimore Street, Dillsburg, PA
South Eastern School District	377 Main Street, Fawn Grove, PA
Southern York County School District	3280 Fissels Church Road, Glen Rock, PA
South Western School District	225 Bowman Road, Hanover, PA
Spring Grove Area School District	110 E. College Avenue, Spring Grove, PA
York City School District	31 N. Pershing Avenue, York, PA
York Suburban School District	1800 Hollywood Drive, York, PA

- C. Letters of Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following school districts, to establish the allocations between the County and the District for Transportation costs related to educational stability for children in foster care, per the Every Student Succeeds Act, for the period of July 1, 2017 through June 30, 2018:

<u>School District</u>	<u>Address</u>
Central York School District	775 Marion Road, York, PA
Dallastown Area School District	700 New School Lane, Dallastown, PA
Eastern York School District	120 S. 3rd Street, Wrightsville, PA
Hanover Public School District	401 Moul Avenue, Hanover, PA
Northern York County School District	650 South Baltimore Street, Dillsburg, PA
South Eastern School District	377 Main Street, Fawn Grove, PA
Southern York County School District	3280 Fissels Church Road, Glen Rock, PA
South Western School District	225 Bowman Road, Hanover, PA
Spring Grove Area School District	110 E. College Avenue, Spring Grove, PA
West Shore School District	507 Fishing Creek Road, Lewisberry, PA
West York Area School District	2605 West Market Street, York, PA
York City School District	31 N. Pershing Avenue, York, PA
York Suburban School District	1800 Hollywood Drive, York, PA

- D. Service Provider Contract Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Commonwealth Clinical Group, Inc., York, PA, to provide the following Counseling services at the rates indicated, for the period of July 1, 2017 through June 30, 2018:

<u>Program Name</u>	<u>Cost</u>
Psychiatric Evaluation	\$450.00/Each
Medication Checks	\$85.00/Each
Specialized Services Evaluation	\$395.00/Each
Individual/Family	\$95.00/Hour
Group Therapy	\$35.00/Hour
Therapeutic Polygraph Assessment	\$400.00/Each
Abel Assessment	\$450.00/Each
Court Testimony	\$50.00/Hour

- E. Purchase of Service Agreement First Amendment between the County of York, on behalf of York County Office of Children, Youth & Families, and KidsPeace National Centers, Inc., Schnecksville, PA, to reflect the addition of Franklin House and Revere House Residential Diagnostic Care facility services, at the rate of \$314.23/diem per facility, 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.
- F. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and MC and MC, Dover, PA, for adoption assistance at the rate of \$22.00 per day for IAC fka IA-LM, 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 \$2,000.00.
- G. Subsidized Permanent Legal Custodianship Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and DO, York, PA, authorizing custodianship subsidy payments for ASO, minor child, at the rate of \$36.50 per day until the child reaches the age of 21 years.
- H. Solicitor's Report, as submitted.

## **6. ORDINANCE**

### **A. Ordinance 2017-06**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to table Ordinance 2017-06 entitled "An Ordinance Regulating Pawnbrokers, Scrap Metal Dealers/Processors", Dealers in Precious Metals and Secondhand Goods Dealers in York County; and establishes rules, regulations, licensing requirements, application fees and penalties for violation of the Ordinance in order to ensure that stolen precious metals are not sold in York County, to allow for further discussion between the County Solicitor and District Attorney.

## **7. RESOLUTIONS**

### **A. Resolution 2017-19**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2017-19 authorizing Mark E. Derr, Administrator/Chief Clerk or Thomas A. Hoover, Finance Director/Assistant Chief Clerk to execute bridge work related agreements within the Pennsylvania Department of Transportation (PennDOT) Engineering and Construction Management System (ECMS), on behalf of the County of York.

### **B. Resolution 2017-20**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2017-20 authorizing the execution of a standard bridge reimbursement agreement with the Commonwealth of Pennsylvania Department of Transportation (PennDOT), for the replacement of Bridge No. 177 (Baker Road over the Little Conewago Creek).

### **C. Resolution 2017-21**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2017-21 approving the following revised County of York Administrative Policy, as recommended by the Policy Advisory Committee, effective October 4, 2017:

EM – 2.2 – Americans with Disabilities Act and Reasonable Accommodation (revised)

### **D. Resolution 2017-22**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2017-22 approving the following County of York Administrative Policy, as recommended by the Policy Advisory Committee, effective October 4, 2017:

MI – 28.0 – Mobile Device Stipend (new)

### **E. Resolution 2017-23**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2017-23 declaring the repairs necessary for the reopening of York County Bridge No. 258 (Slate Hill Road over the Yellow Breeches Creek in Fairview Township) to be an emergency, as permitted under the provision of Pennsylvania Statute 19 P.S. Section 1802(b), and to authorize the Superintendent of the Buildings and Grounds, or the County Engineer, as his agent, to enter into contract with a reputable and experienced contractor to make such repairs without the need to comply with bidding requirements.

#### **F. Absolute Real Estate Appraisers, York, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Resolution, on behalf of the Housing Division of the York County Planning Commission, authorizing a contract agreement between the County of York and Absolute Real Estate Appraisers, York, PA, to provide professional Real Estate Appraisal services on an as-needed basis for the County's Housing Programs, at a rate of \$300.00 per appraisal, plus \$.50 per mile per visit, for the period of October 1, 2017 through September 30, 2018, with renewable second and third year terms at a rate of \$310.00 and \$325.00 per appraisal, respectively.

#### **G. CGA Law Firm, York, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Resolution, on behalf of the Housing Division of the York County Planning Commission, authorizing a contract agreement between the County of York and CGA Law Firm, York, PA, to provide professional Legal services on an as-needed basis for the County's Housing Programs, at a rate of \$190.00 per hour, for the period of October 1, 2017 through September 30, 2018, with optional renewable second and third year terms at a rate of \$195.00 and \$200.00 per hour, respectively.

#### **H. Abstracting Company of York County, York, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Resolution, on behalf of the Housing Division of the York County Planning Commission, authorizing a contract agreement between the County of York and Abstracting Company of York County, York, PA, to provide Title Certification services on an as-needed basis for the County's Housing Programs, at a rate of \$125.00 per certification, for the period of October 1, 2017 through September 30, 2018, with renewable second and third year terms at the same rate.

### **8. PURCHASES**

#### **A. Witmer Public Safety Group, Coatesville, 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 Prison, and Witmer Public Safety Group, Coatesville, PA, for fifteen (15) reconditioned Breathing Apparatuses at a cost of \$1,220.00 per unit, for a total cost of \$18,300.00 under a PA COSTARS contract, and to be funded by Inmate Telephone Revenue funds.

**A. PremierComm, LLC, Lancaster, 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 Information Services department, and PremierComm, LLC, Lancaster, PA, for the purchase and installation of (Cisco) wireless hardware and support services for the York County Human Services Center, for a total cost of \$13,115.00.

**9. PERMIT APPLICATION**

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

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of a Permit Application, on behalf of the York County Solicitor, to the Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA, for a Highway Occupancy Permit authorizing the expansion of the driveway at Magisterial District Justice 19-3-09, located in Fairview Township, as part of the PennDOT traffic improvements for the Goodman Logistics Center project and the lengthening of the I-83 southbound ramp, at no cost to the County.

**10. AGREEMENTS**

**A. PremierComm, LLC, Lancaster, 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 Pleasant Acres Nursing & Rehabilitation Center (PAN&RC), and PremierComm, LLC, Lancaster, PA, for the installation of wireless internet services for the nursing home residents, at a cost of \$12,598.75 for equipment, licensing and maintenance; and \$2,445.00 for cabling, for a total cost of \$15,043.75; and annual software licensing fees at a cost of \$1,328.75 per year thereafter.

**B. Tyco SimplexGrinnell, Mechanicsburg, 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 Tyco SimplexGrinnell, Mechanicsburg, PA, for the replacement of two (2) Audio Fire Alarm Panels at a cost of \$88,866.00 under a PA contract, and to be funded by Inmate Telephone Revenue funds.

**C. C.S. Davidson, Inc., York, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Contract Agreement between the County of York and C.S. Davidson, Inc., York, PA, County Engineer, for Part I Scoping Engineering Services for the replacement of Bridge No. 177 (Baker Road over the Little Conewago Creek in Dover and West Manchester Townships), in the amount of \$10,705.54, to be funded through the Transportation Improvement Program (TIP), with 80% federal, 15% state and 5% local funds.

**D. PremierComm, LLC, Lancaster, 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 Information Services department, and PremierComm, LLC, Lancaster, PA, to provide network cabling services for the York County Human Services Center, for a total cost of \$6,835.00.

**E. Thornwald Home, Carlisle, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Mutual Aid Agreement between the County of York, on behalf of the Pleasant Acres Nursing & Rehabilitation Center (PAN&RC), and Thornwald Home, Carlisle, PA, to establish a mutual partnership between facilities for possible emergency evacuation of nursing home residents, in compliance with the CMS Emergency Preparedness Rule, effective upon full execution of all parties.

**F. Pennsylvania Regional Health Care Coalition, Harrisburg, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Mutual Aid Agreement between the County of York, on behalf of the Pleasant Acres Nursing & Rehabilitation Center (PAN&RC), and the Pennsylvania Regional Health Care Coalition, Harrisburg, PA, for collaborative sharing of resources for possible emergency evacuation of nursing home residents, in compliance with the CMS Emergency Preparedness Rule, effective upon full execution of all parties.

**G. City of York, York, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve an Intermunicipal Agreement between the County of York and the City of York, York, PA, authorizing the City of York to receive the full portion of the 2017 Byrne Justice Assistance Grant (JAG) in the amount of \$34,523.00, for purchasing fire detection, intrusion detection, access control and video surveillance equipment; community service programs; accreditation and training software; cell phone analyzer software subscriptions; and/or criminal justice initiatives that impact the County of York such as Community Policing Activities and Gang Prevention Initiatives, as recommended by the York County Criminal Justice Advisory Board.

## **11. HUMAN SERVICES**

### **A. YWCA, York, PA**

Commissioner Reilly made a motion, 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 County Human Services department, and the YWCA, York, PA, to reflect an increase in the contract amount from \$150,914.00 to \$160,914.00 for Bridge Housing services through the Homeless Assistance Program, for the period of July 1, 2016 through June 30, 2017.

### **B. YWCA, York, PA**

Motion was made by Commissioner Reilly, 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 Human Services department, and the YWCA, York, PA, to provide Bridge Housing services through the Homeless Assistance Program, in the amount of \$150,914.00, for the period of July 1, 2017 through June 30, 2018.

### **C. Pennsylvania Department of Human Services, Harrisburg, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of the 2016-2017 Income and Expenditure Report, on behalf of the York County Human Services department, to the Pennsylvania Department of Human Services, Harrisburg, PA, in the amount of \$892,393.00 for the Homeless Assistance Program and \$282,981.00 for the Human Services Development Fund, for a total of \$1,175,374.00.

### **D. Pennsylvania Department of Agriculture, Harrisburg, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of the 2016-2017 Expense and Data Report, on behalf of the York County Human Services department, to the Pennsylvania Department of Agriculture, Harrisburg, PA, in the amount of \$536,361.08 for the purchase of 1,675,485 pounds of food through the State Food Purchase Program providing meals for 13,273 families throughout York County.

### **E. Heritage Senior Center, Inc., Dover, PA, and Dillsburg Senior Activity Center, Inc., Dillsburg, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Service Contract Agreement and Letter of Agreement Amendment between the County of York, on behalf of the York County Area Agency on Aging, and Heritage Senior Center, Inc., Dover, PA, and Dillsburg Senior Activity Center, Inc., Dillsburg, PA, to reflect an increase in the contract amount from \$20,273.00 to \$21,750.00, for agency-funded Satellite Senior Community Center services, for the period of July 1, 2016 through June 30, 2017.

## 12. TAX REFUND REGISTER

### A. Tax Refund Register 2017-27

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2017-27 authorizing payment of York County real estate tax refunds totaling \$579.37.

## 13. CHECK REGISTERS

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of September 27, 2017 totaling \$4,627,280.49.

### Weekly Disbursement Totals for September 27, 2017

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,065,538.77
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	195,699.62
03	Unclaimed Money	
04	Donations	250.00
05	Controlled Substance	11,782.65
06	Human Services	17,406.45
07	Children & Youth	276,748.74
08	911	24,358.74
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	134,126.23
10	YC Local Use Fee	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	3,757.10
25	Aging	145,112.33
28	MH-IDD	579,153.34
30/31	York/Adams HealthChoices	
30	York Reinvestment	22,521.20
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	19,774.86
35	Domestic Relations	240,609.67
36	Earn-It	
40	Weatherization Liheap	11,627.10
45	Block Grant	75,888.90
46	Affordable Housing	5,753.35

47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	6,147.01
51	Weatherization Doe	
72	Tax Claim	
75	Retirement	1,443,477.40
82	2015 PLGIT GOB Fund	
83	2016 Capital Projects Fund	347,547.03
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	
	Total	<u><u>4,627,280.49</u></u>

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of October 4, 2017 totaling \$6,834,668.88.

Weekly Disbursement Totals for October 4, 2017

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	3,813,131.39
01	Payroll	331.00
01	Ag Land Preservation	
01	Escrow	663.80
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	147,669.81
03	Unclaimed Money	
04	Donations	2,248.50
05	Controlled Substance	8,766.00
06	Human Services	64,134.25
07	Children & Youth	1,332,883.21
08	911	7,511.64
08	911 Act 12	
09	YC Capital Reserve	4,800.00
10	Liquid Fuels	14,270.40
10	YC Local Use Fee	10,400.52
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	318,054.73
28	MH-IDD	856,764.00
30/31	York/Adams HealthChoices	
30	York Reinvestment	41,068.52
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	8,527.45
35	Domestic Relations	51,708.02

36	Earn-It	263.87
40	Weatherization Liheap	24,132.80
45	Block Grant	23,234.36
46	Affordable Housing	21,493.46
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	1,542.58
51	Weatherization Doe	
72	Tax Claim	78.14
75	Retirement	78,779.15
82	2015 PLGIT GOB Fund	
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	2,211.28
	Total	<u><u>6,834,668.88</u></u>

#### **14. REPORT OF EXECUTIVE SESSIONS**

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

#### **15. OPEN POSITIONS REPORT**

Stephanie Diehl, York County Human Resources department, gave a report of open positions within the County of York as of October 4, 2017.

#### **16. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS**

##### **A. Harris, Corp., a Delaware Corporation**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to ratify a Second Amendment between the County of York, on behalf of the York County Department of Emergency Services, and Harris, Corp., a Delaware Corporation, to include an amended scope of services as indicated and specified in the schedule attached to the agreement, and an amended Hardware and Software Warranty, as detailed in Exhibit A, to the amendment, with all other terms and conditions of the original agreement remaining the same.

## **B. Harris, Corp., a Delaware Corporation**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Third Amendment between the County of York, on behalf of the York County Department of Emergency Services, and Harris, Corp., a Delaware Corporation, to include an amended scope of services and equipment, as detailed in Third Amendment, along with Final Acceptance of the system, at an additional cost of \$65,396.83, with all other terms and conditions of the original agreement and any unchanged subsequent amendments remaining the same.

Commissioner Byrnes thanked Sherry Baer for her work with the County and wished her luck, and introduced Nicole Whitehead as the Commissioners' new Executive Assistant.

## **17. 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 11:08 a.m.

Respectfully submitted,

Sherry L. Baer  
Chief Clerk/Office Manager