

**COMMISSIONERS' MEETING  
MINUTES**

**08/01/18**

The August 1, 2018 York County Board of Commissioners Meeting was held at the York County Administrative Building, 28 E. Market St., 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, Administrator/Chief Clerk Mark Derr, Solicitor Glenn Smith, Controller Greg Bower and Commissioners Liaison Officer Rebecca Laird present.

**A. Opening Ceremony**

Veteran David Copenheaver led the Pledge of Allegiance.

Pastor Patrick Rooney Retired, Society of Holy Trinity, gave the Invocation.

**2. PRESENTATION**

Thomas Smith from Penn State Ext gave the Commissioners an update on the West Nile Virus in York County

**3. CONSENT AGENDA**

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

- A. Minutes from the July 18 & July 25, 2018 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 **CW, Lancaster, PA**, for adoption assistance at a rate of **\$31.00** per day for the adoption of **PMW fka PHF**, 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 \$2,000.00.
- C. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and **MF and JF, Red Lion, PA**, for adoption assistance at a rate of **\$27.99** per day for the adoption of **MEF fka MEH**, 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 \$2,000.00.

- D. Subsidized Adoption Assistance Agreement Third Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and **DMM and JMM, York, PA**, to reflect an increase in adoption subsidy payment for **KRM fka KJB**, the minor child, from **\$26.00** per day to **\$27.00** per day with all other terms and conditions of the original agreement and subsequent amendments remaining in full force and effect.
- E. Subsidized Adoption Assistance Agreement Fourth Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and **DMM and JMM, York, PA**, to reflect an increase in adoption subsidy payment for **KJM fka KJB**, the minor child, from **\$35.00** per day to **\$37.00** per day with all other terms and conditions of the original agreement and subsequent amendments remaining in full force and effect.
- F. Purchase of Service Agreement Second Amendment between the County of York, on behalf of York County Office of Children, Youth & Families and **Valley Youth House Committee, Inc. of Bethlehem, PA**, attaching Exhibit A – Program Descriptions and Exhibit B – Rate Schedule are to be added to the contracted services and rates of the original Agreement and is incorporated into and made a part of the original Agreement. This second amendment reflects the addition of In-Home placement services. No other changes were made to the Agreement.
- G. Purchase of Service Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and **Bethany Home, Inc.**, to add the following services to Exhibit A, and compensation in the attached Exhibit B, with all other terms and conditions of the original agreement remaining in full force and effect.

<u>Program Name</u>	<u>Cost</u>
Independent Living Program	\$230.00/Day
Transitional Independent Living Program	\$230.00/Day

- H. Solicitors Report as submitted.

#### 4. CONTRACTS

##### A. MCM Consulting Group, Inc., Saint Mary’s, Pennsylvania.

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County 911 Department of Emergency Services, and MCM Consulting Group, Inc., Saint Mary’s, Pennsylvania, to provide a complete analysis and audit, for phone line services to identify all phone lines, circuits and trunks to eliminate services not being used or needed, for a total cost of \$15,723.00.

**B. Herre Consulting, Harrisburg, Pennsylvania.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve a contract agreement between the County of York, on behalf of the Domestic Relations Department, and Herre Consulting, Harrisburg, Pennsylvania to provide renewal of the annual service agreement for 6 Kardex Lektriever (102-Series 2000) filing units, for a total cost of \$4,890.00, for the period of July 1, 2018 through June 30, 2019.

**C. Optical Storage Solutions, Lebanon, Pennsylvania.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve a contract agreement between the County of York, on behalf of the Recorder of Deeds Department, and Optical Storage Solutions, Lebanon, Pennsylvania, to provide Landex Software used on all of our computers to record documents and for public use, for a total cost of \$50,460.00, for the period of September 1, 2018 through August 31, 2020.

**5. AGREEMENTS**

**A. U.S Department of Housing and Urban Development, Washington, D.C.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried approve an agreement between the County of York, on behalf of the York County Planning Commission, and the Community Development Department, authorizing and directing the Commissioners to execute the following subrecipient agreement for activities funded through the U.S Department of Housing and Urban Development, Washington, D.C., Community Development Block Grant Program years 2015 and 2017.

SUBRECIPIENT ENTITY	ACTIVITY	ACTIVITY AMOUNT	INCREASE/DECREASE
Housing Development Corporation	Renovation New Freedom Apartments	\$220,186.00	None
Franklintown Borough	Firehouse Street & West Ave Street Imp	\$75,000.00	None

**B. Area Agency on Aging.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried approve an agreement between the County of York, on behalf of the Area Agency on Aging Department, to serve as Contract Administrator and Repository of the original signed contract and Nutrition Inc., York, PA, for Nutrition Services (meals), for the period of July 1, 2018 through June 30, 2019. Total allocation for the period is \$1,650,978.17.

**C. Momentum ECM LLC., Mechanicsburg, Pennsylvania.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried approve a master services agreement between the County of York, on behalf of the Information and Technology Services Department, and Momentum ECM LLC., Mechanicsburg, Pennsylvania to provide document imaging and management services, at no cost.

**6. PURCHASES**

**A. Sotiris Information Strategies, Mechanicsburg, Pennsylvania.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried approve a purchase between the County of York, on behalf of the Information and Technology Services Department, and Sotiris Information Strategies, Mechanicsburg, PA, for email security and encryption software maintenance from August 14, 2018 through August 13, 2019, for a total cost of \$11,232.00.

**B. New World - Tyler Technologies, Troy, Michigan.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried approve a purchase between the County of York, on behalf of the York County 911 Department of Emergency Services, and New World - Tyler Technologies, Troy, Michigan, for replacement of the 911 centers (RS6000) message switch, for a total cost of \$17,700.00.

**C. Clark Food Service Equipment, Lancaster, Pennsylvania.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried approve a purchase between the County of York, on behalf of Pleasant Acres Nursing & Rehabilitation Center, and Clark Food Service Equipment, Lancaster, Pennsylvania, for a new Flight-Type dishwasher, including accessory options, for a total cost of \$141,095.00, under the PA Costars Contract.

**D. CertaPro Painter, York, Pennsylvania.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried approve a purchase between the County of York, on behalf of the Parks & Recreation Department, and CertaPro Painter, York, PA, to pressure wash, prepare and paint the exterior of the following places, with the costs listed below.

- Hanover Junction Train Station \$10,656.28
- New Freedom Train Station \$10,669.35

**E. Whitmoyer Ford, Mount Joy, Pennsylvania.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve a purchase between the County of York, on behalf of the Fleet Management Department, and Whitmoyer Ford, Mount Joy, Pennsylvania, for a 2018 Ford Escape SE 4 door 4X4, for a total cost of \$23,800.00, under the PA Costars Contract.

**7. EXONERATION**

**A. City of York**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve the exoneration of York County Real Estate Taxes on the property located in York City (Parcel no. 04-061-01-0010A0-00000), owned by the City of York, in the amount of \$28.44, for the period January 1, 2018 through February 28, 2018, as this is a tax-exempt entity. This exoneration is being made without prejudice and without setting any precedent for future forgiveness requests.

**8. GRANTS**

**A. Pennsylvania Insurance Fraud Prevention Authority, Mechanicsburg, Pennsylvania.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve a grant agreement between the County of York, on behalf of the District Attorney's Office, and The Pennsylvania Insurance Fraud Prevention Authority, Mechanicsburg, Pennsylvania, for the continued funding of salary, benefits and miscellaneous expenses for one full-time County Detective to investigate insurance fraud within the County of York, for a total grant amount of \$111,200.00.

**B. Pennsylvania Historical and Museum Commission, Harrisburg, Pennsylvania.**

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve the submission of a grant application, on behalf of the Archives Department, to the Pennsylvania Historical and Museum Commission, Harrisburg, Pennsylvania, for hiring a vendor to digitize 17 prothonotary docket between the years 1766 and 1842, for the period of May 1, 2019 to May 31, 2020, for a total grant amount of \$3,032.42.

## 9. SOLICITATION OF BIDS

### A. York County Airport.

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to authorize solicitation of bids to Rehabilitate Runway 17-35 and the Main Terminal Apron at the York County Airport, on behalf of the York County Planning Commission, funded by a Pennsylvania Department of Transportation multi-modal grant.

## 10. RESOLUTIONS

### A. 2018-26

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve Resolution 2018-26 on behalf of the Community Development Department of the York County Planning Commission, to approve the following changes to activities approved under the York County 2014, 2015, 2016, and 2017 Action Plans, funded through the Community Development Block Grant Program U.S. Department of Housing and Urban Development, Washington, D.C.

ACTIVITY	AMOUNT	FROM	TO
West York Borough	\$160.83	Unprogrammed funds	45582011 (increase)
Felton Borough	\$80.88	Unprogrammed funds	45592259 (increase)
Wrightsville Borough	\$185.55	Unprogrammed funds	45502177 (increase)
Lower Windsor Township	\$80.88	Unprogrammed funds	45502257 (increase)
Shrewsbury Courtyards II	\$379.20	Unprogrammed funds	45502256 (increase)
Delta Borough	\$61.85	Unprogrammed funds	45502273 (increase)
Hallam Borough	\$452.29	Unprogrammed funds	45502263 (increase)
Hanover Borough	\$80.88	Unprogrammed funds	45512234 (increase)
Delta Borough & Authority	\$896.86	Unprogrammed funds	45512232 (increase)
Windsor Borough	\$287.84	Unprogrammed funds	45512238 (increase)

### B. 2018-27

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve Resolution 2018-27 on behalf of the Community Development Department of the York County Planning Commission to approve the following changes to the 2015 and 2017 Action Plans under the U.S. Department of Housing and Urban Development, Washington, D.C., funded Community Development Block Grant Program.

ACTIVITY	AMOUNT	FROM	TO
Franklintown Borough	\$25,744.00	45290015	45592271
Penn-Mar Organization	\$11,116.50	45512236	45210017

## 11. CHECK REGISTERS

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve the Check Register for the week of July 25, 2018 totaling \$6,096,053.48.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,650,461.56
01	Payroll	673.18
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
02	York County Nursing Home	133,475.78
03	Unclaimed Money	54.32
04	Donations	6,223.25
05	Controlled Substance	5,399.66
06	Human Services	13,061.49
07	Children & Youth	1,076,832.52
08	911	37,204.28
08	911 Act 12	
09	YC Capital Reserve	174,528.01
10	Liquid Fuels	37,962.64
10	YC Local Use Fee	
10	Liquid Fuels Act 44	83,025.22
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	228,686.70
28	MH-IDD	420,792.18
30/31	York/Adams HealthChoices	
30	York Reinvestment	12,345.38
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	29,770.76
32	YAHC Joinder Gov Reinvestment	
35	Domestic Relations	162,124.21
36	Earn-It	21.99
40	Weatherization Liheap	11,153.75
45	Block Grant	150,627.23
46	Affordable Housing	701.91
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	1,719.34
51	Weatherization Doe	
72	Tax Claim	5,800.00
75	Retirement	1,665,852.35
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	

85	P/A Capital Projects Fund	
90	Drug & Alcohol	<u>187,555.77</u>
	Total	<u>6,096,053.48</u>

Commissioner Hoke made a motion, seconded by President Commissioner Byrnes and unanimously carried to approve the Check Register for the week of August 1, 2018 totaling \$3,630,914.97.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,037,811.07
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
02	York County Nursing Home	18,599.50
03	Unclaimed Money	835.00
04	Donations	12,885.50
05	Controlled Substance	1,216.44
06	Human Services	19,630.04
07	Children & Youth	801,545.91
08	911	7,268.32
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	23,941.18
10	YC Local Use Fee	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	147,557.67
28	MH-IDD	1,124,899.73
30/31	York/Adams HealthChoices	
30	York Reinvestment	
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	
32	YAHC Joinder Gov Reinvestment	
35	Domestic Relations	
36	Earn-It	
40	Weatherization Liheap	691.98
45	Block Grant	37,336.01
46	Affordable Housing	27,450.40
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	6,109.41
51	Weatherization Doe	725.00

72	Tax Claim	6,075.20
75	Retirement	39,712.51
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	316,624.10
	Total	<u>3,630,914.97</u>

## 12. REPORT OF OPEN POSITIONS

Stephanie Diehl from the Human Resources Department gave a report of the Open Positions.

## 13. REPORT OF EXECUTIVE SESSIONS

Commissioner Byrnes reported that there were no executive sessions held since the last Commissioners Meeting.

## 14. OTHER BUSINESS

Commissioner Byrnes expressed her gratitude for all the firefighters in California fighting the wild fires. There are firefighters there helping from 16 States, 900 homes have been lost and 6 lives taken.

## 15. PERIOD OF PUBLIC COMMENT

A member of the public Lee Hoffheins from Glen Rock, questioned motion 18 on the agenda. How many years has this position been funded and how much money and insurance fraud has been detected?

## 16. ADJOURNMENT

There being no further business to come before the Board of Commissioners at this time, Commissioner Hoke made a motion, seconded by Commissioner Byrnes and unanimously carried to adjourn the meeting at 10:23 a.m.

Respectfully submitted,

Mark Derr  
Administrator/ Chief Clerk