

**COMMISSIONERS' MEETING  
MINUTES**

**09/05/18**

The September 5, 2018 York County Board of Commissioners Meeting was held at York County Administrative Building, 28 E. Market St., 2<sup>nd</sup> Fl., York, PA 17401.

**1. CALL TO ORDER**

President Commissioner Susan Byrnes called the meeting to order at 10:03 a.m., with Vice President Commissioner Doug Hoke, Commissioner Christopher Reilly, Administrator/Chief Clerk Mark Derr, Solicitor Glenn Smith, Treasurer Barb Bair, and Commissioners Liaison Officer Rebecca Laird.

**A. Opening Ceremony**

Veteran, Paul Johnson led the Pledge of Allegiance.

Pastor Keith Fair, St. Matthew's Lutheran Church, gave the Invocation.

**2. CONSENT AGENDA**

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

- A. Minutes from the August 29, 2018 Commissioners' Meeting as submitted.
- B. Unlicensed Host Home Subsidy Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and **TS and SS, York, PA**, as host of **RB III**, a dependent youth, authorizing subsidy payments at a rate of **\$27.00** per day until the youth reaches the age of 21 years or until such time that the youth chooses to leave dependent care before the age of 21 years, effective May 11, 2018.
- C. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and **RM and VB, Wrightsville, PA**, for adoption assistance at a rate of **\$26.00** per day for the adoption of **TJM fka TJM**, 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, according to the schedule attached to the agreement.
- D. Solicitor's Report as submitted.

**3. APPOINTMENTS**

- A. Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to appoint the following individuals to the York County Blighted Property Review Committee for the terms specified:

Thomas Englerth, 840 Grantley Ct, York, PA 17403	09/01/18 – 12/31/18
Mark Derr, 110 Poplar Lane, Mt. Wolf, PA 17347	09/01/18 – 12/31/18
Joiann Galiano, 1282 Habecker Rd, Columbia, PA 17512	09/01/18 – 12/31/18
Dianne Price, 11 East Broadway, Red Lion, PA 17356	09/01/18 – 12/31/19

Connie Stokes, 175 E. Broad St., Dallastown, PA 17313	09/01/18 – 12/31/19
Cynthia Seibel, 401 Main St., Delta, PA 17314	09/01/18 – 12/31/20
Michael Bowersox, 537 W. Middle St., Hanover, PA	09/01/18 – 12/31/20
John McLucas, 1 Campus Ave, Spring Grove, PA 17362	09/01/18 – 12/31/20

#### **4. CONTRACT AGREEMENTS**

##### **A. The Carey Group, Melbourne Beach, FL**

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 Adult Probation, and The Carey Group, Melbourne Beach, Florida, to provide two consecutive days of training on 1-day Evidence Based Practices, Overview for Line Staff. Training is to occur on October 2, 2018 and October 3, 2018, for a total cost of \$10,480.00.

##### **B. University of Cincinnati Research Institute, Cincinnati, OH**

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 Adult Probation, and the University of Cincinnati Research Institute, Cincinnati, Ohio, to provide one, 5 day training of trainers for up to 6 staff on the Ohio Risk Assessment System (ORAS), for a total cost of \$11,500.00.

#### **5. PROPOSAL**

##### **A. York County Bridge #274, Singer Rd., New Freedom Borough**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to accept the proposal for right-of-way acquisition services provided by Stantec, in the amount of \$15,000.00 for the rehabilitation of York County bridge #274, Singer Road, New Freedom Borough, and authorize signature of the President Commissioner.

#### **6. PURCHASE**

##### **A. Waveband Communications, Eldersburg, MD**

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 Department of Emergency Services, and Waveband Communications, Eldersburg, Maryland, for portable radio accessories for Law Enforcement QRT personnel, for a total cost of \$12,234.25.

#### **7. BID**

##### **A. York County Bridge 231**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to reject the lowest bid for construction, for York County Bridge 231 as non-responsive due to not bidding all items.

## **8. CONSTRUCTION CONTRACT**

### **A. Lobar Site Development Corp., Dillsburg, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to award a construction contract for York County Bridge 231, to the lowest responsive bidder, Lobar Site Development Corp., Dillsburg, PA, in the bid amount of \$699,649.32. This is a budgeted Act 13 Marcellus Shale expenditure.

## **9. MEMORANDUM OF UNDERSTANDING**

### **A. District 4 International Association of Machinists and Aerospace Workers.**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Memorandum of Understanding Agreement between the York County Board of Commissioners on behalf of The York County Prison and District 4 International Association of Machinists and Aerospace Workers for the period of January 1, 2017 to December 31, 2020.

## **10. GRANTS**

### **A. Pennsylvania Commission on Crime and Delinquency, Harrisburg, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Grant Modification request, on behalf of Adult Probation Services, and the Pennsylvania Commission on Crime and Delinquency, Harrisburg, PA, to extend the grant to March 31, 2019 in order to expend all funds. The total grant award is \$236,000.00.

### **B. Pennsylvania Board of Probation and Parole, Bureau of Probation Services**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of the Grant-In-Aid Application, on behalf of the York County Department of Probation Services, to the Pennsylvania Board of Probation and Parole, Bureau of Probation Services to receive unmatched funding to offset probation officer salaries for the period of July 1, 2018 through June 30, 2019.

### **C. Juvenile Court Judges Commission**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of the Juvenile Grant-In-Aid application, on behalf of the York County Department of Probation Services, to the Juvenile Court Judges Commission in the amount of \$532,650.00 to receive unmatched funding to offset probation officer salaries and costs to implement the statewide Juvenile Justice Systems Enhancement Strategy (JJSES) for the period of July 1, 2018 through June 30, 2019 as follows:

Salary Reimbursement - \$511,558.00

JJSES Implementation - \$21,092.00.

#### **D. Commonwealth of Pennsylvania, through the Juvenile Court Judges Commission**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Juvenile Probation Services Grant Agreement on behalf of the York County Department of Probation Services and the Commonwealth of Pennsylvania, through the Juvenile Court Judges Commission. This agreement governs the York County Department of Probation Services (juvenile office) Supervision Fund Program. The agreement is effective July 1, 2018 and shall terminate on June 30, 2019.

### **11. RELEASE OF FUNDS**

#### **A. Farm & Natural Lands Trust of York County**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the release of funds in the amount of \$17,000.00 to the Farm & Natural Lands Trust of York County, for acquisition of a conservation easement of 27.3+/- acres in Windsor Township owned by Stanley & Danette Laucks.

### **12. REVISED POLICIES**

#### **A. County of York Administrative Policies**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the below listed new or revised County of York Administrative Policies, with the effective date of September 5, 2018.

EM-2.3 Americans with Disabilities Act and Reasonable Accommodation.

EM-19.4 Personal Appearance and Attire.

EM-25.4 Separation from Employment.

MI-26.0 Acceptable Use of Electronic Resources and related forms Employee or Volunteer Authorized User Agreement and Contractor or Consultant Authorized User Agreement.

MI-27.0 Third Party Computing Access and related forms, Third Party Computing Access Agreement and Third Party Computing Access Request Form.

MI-30.0 Remote Computing Access and related form Remote Computing Access Request Form.

MI-34.0 Mobile Computing and related form Mobile Devices Release Form.

### 13. TAX REFUND REGISTER

#### A. Register 2018-18

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Tax Refund Register 2018-18 authorizing payment of York County real estate tax refunds totaling \$6,092.86.

### 14. CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the check register for the week of September 5, 2018 totaling \$7,264,565.59.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	3,710,646.05
01	Payroll	4,703.58
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
02	York County Nursing Home	160,811.31
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	8,248.02
06	Human Services	5,233.92
07	Children & Youth	329,242.05
08	911	10,421.85
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	14,193.51
10	YC Local Use Fee	60,226.97
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	133,834.33
28	MH-IDD	1,163,395.01
30/31	York/Adams HealthChoices	
30	York Reinvestment	
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	8,390.06
32	YAHC Joinder Gov Reinvestment	1,600.00
35	Domestic Relations	15,477.58
36	Earn-It	
40	Weatherization Liheap	
45	Block Grant	10,505.45
46	Affordable Housing	
47	Revolving Fund	
48	Downtown Hanover	

49	ARRA Weatherization	
50	Continuum of Care	2,117.25
51	Weatherization Doe	10,038.84
72	Tax Claim	28.50
75	Retirement	1,613,244.12
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	2,207.19
	Total	<u>7,264,565.59</u>

## 15. REPORT OF EXECUTIVE SESSIONS

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

## 16. PERIOD OF PUBLIC COMMENT

Stephanie Diehl from the Human Resources Department reported that Human Resources Department and the Children Youth and Families Department are hosting a public information day, Monday September 17, 2018 from 4-6p.m at the Administrative Building located 28 E Market Street, York, PA 17401. Currently there are Child Welfare and Children Youth and Families positions available.

## 17. ADJOURNMENT

That being no further business to come before the Board of Commissioners at this time, Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adjourn the meeting at 10:33 a.m.