

**COMMISSIONERS' MEETING  
MINUTES**

**08/15/18**

The August 15, 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 10:02 a.m., with Vice President Commissioner Doug Hoke, Administrator/Chief Clerk Mark Derr, Solicitor Glenn Smith, Controller Greg Bower, Treasurer Barbara Bair and Administrative Assistant Darnell Ort present.

**A. Opening Ceremony**

Veteran Paul Hershey led the Pledge of Allegiance.

Father Carl Tancredi, Retired, gave the Invocation.

**2. PRESENTATION**

Proclamation – Alert Fire Company’s 100<sup>th</sup> Anniversary & the Firefighters of York County’s 106<sup>th</sup> Anniversary of the fire station – Doug Freeze

**3. CONSENT AGENDA**

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

- A. Minutes from the August 1, 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 **NP and LP, York, PA**, as host of **CES**, a dependent youth, authorizing subsidy payments at a rate of **\$26.00** per day until the youth reaches the age of 21 years or until the youth chooses to leave dependent care before the age of 21 years, effective **May 11, 2018**.
- C. Subsidized Adoption Assistance Agreement Second Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and **DKK, York, PA**, to reflect an increase in adoption subsidy payment for **MRB fka SHM**, the minor child, from **\$31.00** 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.
- D. Subsidized Permanent Legal Custodianship Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families and the following custodians of the following minor children authorizing a primary successor to the original agreement, with all other terms and conditions of the original agreement remaining in full force and effect.

**CUSTODIANS**

**SUCCESSOR**

BV and JV                      CJS

**MINOR CHILD**

RK and JK, Kingston, TN

**PRIMARY**

BV and JV  
BV and JV

AMB  
QTB

RK and JK, Kingston, TN  
RK and JK, Kingston, TN

- E. Letter 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 **July 1, 2018** through **June 30, 2019**:

<u>School District</u>	<u>Address</u>
York City School District	31 North Pershing Avenue, York, PA

- F. Letter of Agreement and HIPAA Business Associate Agreement between the County of York, on behalf of York County Children and Youth and Families, and **Bilingual Conexion, York, PA** to provide interpretation and translation services for CYF for the period of July 1, 2018 through June 30, 2019.
- G. Motion to approve the **CWIS Data Sharing Agreement** between the County of York, on behalf of York County Office of Children, Youth & Families, and the **Pennsylvania Department of Human Services**, for sharing information necessary to administer various programs.
- H. Motion to approve, on behalf of the York County Office of Children, Youth & Families, the 3rd Quarter 2017-2018 Accumulative Report of Expenditures and Revenues to the Pennsylvania Department of Human Services, Office of Children Youth and Families, in the amount of \$31,157,743.00.
- I. Contract Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and the **University of Pittsburgh, Pittsburgh, PA**, for the participation of student **Stephanie Lynn Riddle, Caseworker**, in the CWEL program through the School of Social Work, Pittsburgh, PA, to provide Child Welfare Education Leadership graduate education, beginning **August 15, 2018** and ending upon graduation.
- J. Solicitors Report, as submitted.

#### 4. APPOINTMENTS

- A. Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the appointment to the York County Library System for the following individual to serve a four year term, effective May, 2018 to May, 2021.

Mr. Robert Bowen, Spring Garden Township

- B. Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the re-appointment of Ms. Heather Kreiger, York County, to the Housing and Community Development Loan Committee for a two (2) year term beginning August 1, 2018 through July 31, 2020.

#### 5. CONTRACT AGREEMENTS

- A. Lexis Nexis, Miamisburg, 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 the District Attorney's Office, and LexisNexis, Miamisburg, OH, to provide additional access to case law software designed to assist appellate attorneys in brief preparation, for a total cost of \$5,562.00, for the period of September 1, 2018 to August 31, 2021.

**B. West Publishing Corporation, Eagan, MN**

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 District Attorney's Office, and West Publishing Corporation, Eagan, MN, to provide an online legal research tool, for a total cost of \$31,644.00, for the period of September 1, 2018 to August 31, 2021.

**C. LexisNexis, Miamisburg, 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 the District Attorney's Office, and LexisNexis, Miamisburg, OH, to provide online legal research, for a total cost of \$3,991.05, for the period of September 1, 2018 to August 31, 2021.

**D. Turning Rock, Inc., Narvon, 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 Pleasant Acres Nursing Home and Rehabilitation Center, and Turning Rock, Inc., Narvon, PA, to provide directed in-service education for PANRC staff on August 18th and August 24th, 2018, for a total cost of \$4,495.00.

**E. Lancaster Housing Opportunity Partnership's York Housing Opportunity Center**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Contract Agreement between the County of York and Lancaster Housing Opportunity Partnership's York Housing Opportunity Center, to provide administration services for the York Homebuyer Assistance Program for a term of one year beginning September 1, 2018 through August 31, 2019.

**F. Metro Alert, Wayne, 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 Sheriff's Office, and Metro Alert, Wayne, PA, for the annual licensing and maintenance of the York County Sheriff's Office Records Management System, for a total cost of \$5,058.00 paid from the Sheriff's Department 2018 budget.

**G. bswift, LLC, Chicago, IL**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Contract Agreement Amendment between the County of York, on behalf of Human Resources, and bswift, LLC, Chicago, IL, entitled Addendum to Employer Subscription Agreement Renewal.

## **H. Kennedy, PC Law Offices, Harrisburg, 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 Pleasant Acres Nursing and Rehabilitation Center and Kennedy, PC Law Offices, Harrisburg, PA, for the collection of delinquent accounts receivable on a contingency fee basis equal to one-third of all monies collected as a result of their efforts.

## **6. PROPOSAL**

### **A. Bridge No. 231**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a proposal from C.S. Davidson, Inc., County Bridge Engineer, for engineering services required to complete the construction phase of the Bridge No. 231 replacement (Milford Green Road over the North Branch of Bermudian Creek) in the amount of \$54,600.00. This is a budgeted Marcellus Shale Fund expenditure.

## **7. CONTRACT**

### **A. Bridge No. 226**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the contract for Construction Inspection Services to the TRC Engineers, Inc. for the replacement of County Bridge No. 226, Hull Drive over the Bermudian Creek in Washington Township, contingent on concurrence with PennDOT. The project will be funded by the Transportation Improvement Program (TIP) with 80% Federal Funds, 15% State Funds, and 5% Act 26 Funds.

## **8. SIGNATURE**

### **A. President Commissioner Signature**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to authorize the signature of the President Commissioner to approve the final plan set for the rehabilitation of York County Bridge 226 in Washington Township.

## **9. PURCHASES**

### **A. Software House International, Somerset, NJ**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of Information and Technology Services, and Software House International, Somerset, NJ, for 123 new software licenses for Veritas e-mail vaulting and archiving software, for a total cost of \$7,831.41.

### **B. Dell, Inc., Round Rock, TX**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of Information and Technology Services, and Dell Inc., Round Rock, TX, for 210 desktop computers, for a total cost of \$116,197.20.

### **C. WebFX, Harrisburg, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of Parks and Recreation Department, and **WebFX, Harrisburg, PA**, for creation of an online registration and ticketing program for the Christmas Magic and park programs, for a total cost of \$20,000.00.

### **D. Hondru Ford, Manheim, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of Fleet Management, and Hondru Ford, Manheim, Pennsylvania, for a 2019 Ford Police Interceptor Utility AWD-K9 Vehicle, for a total cost of \$32,125.00, under a PA COSTARS contract.

### **E. 911 Rapid Response, Annville, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of Fleet Management, and 911 Rapid Response, Annville, Pennsylvania, for outfitting of a new K9 vehicle includes lights, sirens & K9 Transport, for a total cost of \$15,567.71, under a PA COSTARS contract.

## **10. LETTER OF AGREEMENT**

### **A. Service Agencies**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Letter of Agreement between the County of York, on behalf of the Adult Probation Department and Service Agencies to provide Court Reporting Network Evaluation (CRNS), DUI education classes and intervention/treatment to DUI clients.

## **11. BUDGET LINE ADJUSTMENTS**

### **A. 2018 Budget Line Adjustments**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the 2018 budget line adjustments, as submitted by the Controller's Office, for the month of July, 2018.

## **12. TAX REFUND**

### **A. Register 2018-16**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the 2018 budget line adjustments, as submitted by the Controller's Office, for the month of July, 2018.

## **13. CHECK REGISTERS**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of August 8, 2018 totaling \$4,517,973.85.

Weekly Disbursement Totals for August 08, 2018

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	3,451,178.80
01	Payroll	4,973.03
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
02	York County Nursing Home	254,237.51
03	Unclaimed Money	1,345.25
04	Donations	
05	Controlled Substance	8,448.09
06	Human Services	402.01
07	Children & Youth	127,938.84
08	911	22,817.21
08	911 Act 12	
09	YC Capital Reserve	6,000.00
10	Liquid Fuels	15,781.59
10	YC Local Use Fee	55,103.52
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	163,034.84
28	MH-IDD	261,408.48
30/31	York/Adams HealthChoices	
30	York Reinvestment	8,356.82
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	9,398.46
32	YAHC Joinder Gov Reinvestment	8,000.00
35	Domestic Relations	18,329.51
36	Earn-It	
40	Weatherization Liheap	772.11
45	Block Grant	709.15
46	Affordable Housing	1,323.68
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	4,797.18
51	Weatherization Doe	10,727.74
72	Tax Claim	49,724.52
75	Retirement	30,337.83
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	2,827.68
	Total	<u><u>4,517,973.85</u></u>

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of August 15, 2018 totaling \$7,134,423.90.

Weekly Disbursement Totals for August 15, 2018

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,681,898.80
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
02	York County Nursing Home	354,616.76
03	Unclaimed Money	
04	Donations	700.00
05	Controlled Substance	5,377.00
06	Human Services	114,565.58
07	Children & Youth	962,547.41
08	911	22,607.62
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	28,996.57
10	YC Local Use Fee	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	1,982.81
11	Prison Telephone	
25	Aging	32,748.71
28	MH-IDD	625,541.98
30/31	York/Adams HealthChoices	
30	York Reinvestment	
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	4,905.79
32	YAHC Joinder Gov Reinvestment	42,630.73
35	Domestic Relations	2,640.00
36	Earn-It	
40	Weatherization Liheap	4,878.55
45	Block Grant	24,327.78
46	Affordable Housing	5,990.32
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	5,963.09
51	Weatherization Doe	13,753.98
72	Tax Claim	2,006,889.65
75	Retirement	74,228.65
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	116,632.12

Total 7,134,423.90

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

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

#### **15. OTHER BUSINESS**

##### **A. RKL, LLP**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Professional Services Agreement between the County of York, on behalf of York County Prison, and **RKL, LLP**, in the amount of \$20,000.00 for the preparation of a cost allocation report to identify costs associated with housing Immigration and Customs Enforcement (ICE) detainees and to assist in contract negotiations with ICE.

#### **16. PUBLIC COMMENTS**

There were no public comments.

#### **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 10:22 a.m.

Respectfully submitted,

Mark E. Derr  
Administrator/Chief Clerk