

**COMMISSIONERS' MEETING
MINUTES**

05/02/18

The May 2, 2018 York County Board of Commissioners Meeting was held at the York County Administrative Center, 28 E. Market Street, 2nd 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/ Chief Clerk Mark Derr, Solicitor Glenn Smith, Controller Greg Bower, Treasurer Barbara Bair, Administrative Assistant Darnell Ort and Rebecca Laird Commissioners' Liaison present.

A. Opening Ceremony

Veteran Paul Johnson led the Pledge of Allegiance.

Sharon Gardner, Member of Baha'I Faith gave the Invocation.

2. PROCLAMATION

A. Give Local York

The Board of Commissioners gave a Proclamation for the Give Local York. Megan Feeser the organizer gave a brief talk about the fund raising that starts at mid night on May 4th. They hope to raise one million dollars in 24 hours.

B. Drug detection project

District Attorney Dave Sunday gave a speech about the Drug Detection Dog they will help the Opioid situation in York. Some of the money from the Give Local York will go toward the funding for the Dog Detection Dog.

3. 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 April 18, 2018 Commissioners' Meeting as submitted.

B. Subsidized Adoption Assistance Agreement between the County of York, on behalf of York County Office of Children, Youth & Families, and the following adoptive parents, for adoption assistance at the rates indicated for the adoption of 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 \$2,000.00, according to the schedule attached to the agreement:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
SM and RW, York, PA	DIEM fka DIP	\$31.00

C. Unlicensed Host Home Subsidy Agreement between the County of York on behalf of York County Office of Children, Youth and Families and VM, Wrightsville, PA, the Host of AH, the dependent youth, effective April 5, 2018, that authorizes subsidy payments to the Host at \$10.00/day and to the Youth at \$17.00/day until the youth reaches the age of 21 years or chooses to leave care.

D. Child Accounting and Profile System (CAPS) CWIS 2.0 Upgrades between the County of York, on behalf of the York County Office of Children, Youth and Families and **Avanco International, Inc.**, Fairfax, VA, effective February 1, 2018 through June 30, 2018 providing the CAPS CWIS 2.0 Upgrades with shared costs with 56 other CAPS counties, making our cost \$18,881.80.

E. 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 Dorothy Livaditis, Esquire, York, PA, to provide Legal Services at a rate of \$100.00 per hour for lead attorneys, independent contractors at a rate of \$80.00 per hour; paralegals at a rate of \$50.00 per hour; for the period of January 1, 2018 through December 31, 2018.

F. A motion to approve, on behalf of the York County Office of Children, Youth & Families, the 2nd Quarter 2017-2018 Report of Expenditures and Revenues to the Pennsylvania Department of Human Services, Office of Children Youth and Families, in the amount of \$24,545,300.00.

G. Service Provider Contract Agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service providers at the rates indicated, for the period of July 1, 2017 through June 30, 2018:

Bethany Christian Services of Western PA 10521 Perry Highway, Suite 200;
Wexford, PA 15090

Level 1: Ages 0 – 2	\$31.90/Day
Level 2: Ages 2 – 18	\$40.08/Day
Challenging Behaviors/Medical Needs	\$53.56/Day

The Children's Aid Society of Franklin County - 255 Miller Street, Chambersburg, PA 17201

Residential Services	\$159.70/Day
Shelter	\$180.20/Day
Diagnostic	\$180.20/Day
Diagnostic Assessment – Add On	\$63.05/Day

Clear Vision Residential Treatment Services, Inc. - 456 Saeger Station Road, Montgomery, PA 17752

Group Home - Independent Living Program	\$188.88/Day
Residential Program	\$192.79/Day

The Devereux Foundation - 2012 Renaissance Blvd, King of Prussia, PA 19406

I/DD - Intellectual Disabilities & Developmental Disabilities Program	
Full Pay	\$312.00/Day
Placement Maintenance	\$101.85/Day
DBD - Disruptive Behavior Disorders Program	
Full Pay	\$304.00/Day
Placement Maintenance	\$156.62/Day
Children's Behavioral Health	
Clothing and Personal Allowance	\$4.00/Day

Grafton School, Inc. dba Grafton Integrated Health Network - 120 Bellview Avenue, Winchester, VA 22601

Residential Treatment Services	
Room & Board	\$111.00/Day
Daily Supervision	\$305.86/Day
Case Management	\$39.00/Day
Supplemental Therapy	\$92.00/Day
Additional Professional Services	\$70.71/Day
Education Services	\$243.00/Academic Day
One on One Residential	\$40.00/Hour
Transportation	\$0.535/Mile
Staff Time	\$40.00/Hour

Mark A Chapman, MA - 39 Mayberry Lane, Mechanicsburg, PA 17050

Forensic Evaluation	
Non-MA Approved	\$420.00/Evaluation
Best Practice*	\$170.00/Evaluation

*(Portion owed by the Agency when MA Approved is billed outside of 15 day

time frame)

National Mentor Healthcare, LLC dba Pennsylvania MENTOR, Inc. - 450
Parkway Dr., Suite 204, Broomall, PA 19008

Foster Family Care	\$82.50/Day
Pre-placement Respite Visit	\$85.00/Day
Transition/Step Down Program	\$105.00/Day
Respite Visit	\$80.00/Day
Emergency Respite Visit	\$99.00/Day
CRR Host Home-C&Y Funded Room and Board Portion	\$14.69/Day

H. Solicitor's report, as submitted.

4. PURCHASES

A. Hondru Ford, Manheim, Pa

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the purchase between the County of York, on behalf of Fleet Management, and Hondru Ford, Manheim, Pa, for a 2018 Dodge Ram 2500 4X4 Truck includes Leer Fiberglass topper and Western Plow, at a cost of \$37,180.00, under a PA COSTARS contract.

B. Hondru Ford, Manheim, Pa

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the purchase between the County of York, on behalf of Fleet Management, and Hondru Ford, Manheim, Pa, for a 2018 Ford Transit Van, at a cost of \$56,760.24, under a PA COSTARS contract.

C. Hondru Ford, Manheim, Pa

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the purchase between the County of York, on behalf of Fleet Management, and Hondru Ford, Manheim, Pa, for a 2019 Ford 4 Wheel Drive Truck, at a cost of \$50,895.00, under a PA COSTARS contract.

D. CDW-G, Chicago, IL

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the purchase between the County of York, on behalf of Information and Technology Services, and CDW-G, Chicago, IL, for Purchase of 30 desktops for 911 at a cost of \$26,250, 13 laptops at a cost of \$9,568, 14 desktops at a cost of \$7,966. These are all part of the 2018 budget,

for a total cost of \$47,742.00.

E. Clark Food Service Equipment

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a purchase/installation between the County of York, on behalf of the York County Prison for 2 Cleveland Range Kettles, from Clark Food Service Equipment for a total cost of \$29,139.84, under DGS State Contract (#4400011918).

F. Philips Workplace Interiors, Middletown, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the purchase between the County of York, on behalf of the Adult Probation Department, and Philips Workplace Interiors, Middletown, PA, for 4 desks and 25 chairs, for a total cost of \$14,978.12.

G. Continental Technologies Inc., Hunt Valley, 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 Information and Technology Services, and Continental Technologies Inc., Hunt Valley, MD, for Cisco Firewall and Support, for a total cost of \$10,300.81.

H. Tower Services Unlimited, Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the purchase between the County of York, on behalf of the York County Department of Emergency Services, and Tower Services Unlimited, Harrisburg, PA, for the decommission and removal of obsolete equipment from 911 tower sites, for a total cost of \$71,640.00.

I. York Materials Group, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the purchase between the County of York, on behalf of Parks and Recreation, and York Materials Group, York, PA, for 170 T - 25 mm asphalt and 85T - 9.5 mm asphalt delivered to the Rail Trail, for a total cost of \$14,424.50, under a PA COSTARS contract.

A. Nursing Home, and Jennifer Fittery, Manheim, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement and HIPAA Business Associate Agreement between the County of York, on behalf of the Nursing Home, and Jennifer Fittery, Manheim, PA, to provide CPR Training and Certification Classes to PANRC, for a total cost of \$1,500.00, for the period of 5/1/2018 to 11/30/2018.

5. RECESS

Commissioner Byrnes recessed the meeting at 10:20 a.m. for the purpose of holding a hearing to receive public comments on the York County Human Services Plan.

6. RECONVENE

Commissioner Byrnes reconvened the meeting at 10:30 a.m.

7. CONTRACTS

A. York County Human Services Plan

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the submission of the 2018-2019 York County Human Services Plan. The plan includes program and allocation details for the following funding streams: Mental Health Services-Community Programs; Intellectual Disabilities-Community Base Program; Homeless Assistance Program; Human Services Development Fund; and Act 152/BHSI Drug and Alcohol Program.

B. Nursing Home, and Jennifer Fittery, Manheim, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement and HIPAA Business Associate Agreement between the County of York, on behalf of the Nursing Home, and Jennifer Fittery, Manheim, PA, to provide CPR Training and Certification Classes to PANRC, for a total cost of \$1,500.00, for the period of 5/1/2018 to 11/30/2018.

C. Care Givers America, LLC, Clarks Summit, Pennsylvania

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement and HIPAA Business Associate Agreement between the County of York, on behalf of Area Agency on Aging, and Care Givers America, LLC, Clarks Summit, Pennsylvania, to provide in-home care services, for a total cost of \$57,375.31, for the period of 5/1/2018 to 6/30/2018.

D. Bold Creative Media, York, 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 Public Relations, and Bold Creative Media, York, PA to provide video production services, for a total cost of \$9,000.00.

E. ROCK, York, 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 Solicitors Office, and ROCK, York, PA, to provide a buyer/agent agreement for the potential purchase or lease of real estate.

F. Lobar Associates, Dillsburg, 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 Facilities Management, and Lobar Associates, Dillsburg, PA to provide replacement carpet in the Domestic Relations office located in the Judicial Center under the KPN ezIQC program, for a total cost of \$63,238.04.

G. York County Weatherization program

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract between the County of York, on behalf of the York County Planning Commission, and the York County Weatherization Program with the Energy Doctor, to provide Quality Control Inspection services on an as needed basis for the York County Weatherization program, at a rate of 10% of the total job cost or \$400, whichever is greater per inspection with an additional \$70.00 per inspection/ travel/trip charge. The original agreement will be for a period of one-year effective 5/1/2018 through 12/31/2018 with an option for additional one year extension periods upon mutual agreement.

8. RESOLUTION

A. Resolution 2018-18

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Resolution 2018-18 with the following change to the activity approved in the 2014, 2015, 2016 and 2017 York County Action Plans and funded through the Community Development Block Program, U.S. Department of Housing and Urban Development, Washington, D.C.

ACTIVITY	AMOUNT	FROM	TO
West York B.	\$216.48	Unprogrammed funds	45582011 (Increase)
Felton B.	\$618.56	Unprogrammed funds	45592259 (Increase)
Windsor T.	\$15.81	Unprogrammed funds	45502258 (Increase)
Delta B.	\$64.18	Unprogrammed funds	45512232 (Increase)
Hanover B.	\$185.56	Unprogrammed funds	45512234 (Increase)

9. AGREEMENT

A. Technology Services, and Momentum ECM LLC

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a HIPAA Business Associate Agreement between the County of York on behalf of Information and Technology Services, and Momentum ECM LLC., Mechanicsburg, PA, to provide HIPAA Business Associate agreement for document management services.

10. APPLICATION.

A. Lower Windsor Township zoning hearing board applicatio

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve an application on behalf of Parks and Recreation for the submittal of a Lower Windsor Township zoning hearing board application. The department desires to improve the access and site features of the existing Native Lands Heritage Trail.

11. TAX COLLECTORS

A. Deputy Tax Collector

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to appoint the following individuals as Deputy Tax Collector to fulfill the duties of the indicated Municipal Tax Collector as may be necessary, effective May 2, 2018 through December 31, 2021.

Deputy Tax Collector	Tax Collector Municipality
Gail Prego, Shrewsbury Township	Codorus Township
Martha Miller, East Hopewell Township	East Hopewell Township
Kristine Keener, Dover Township	Manchester Township
Sherry Thompson, Heidelberg Township	North Codorus Township
Christine Mentzer, Paradise Township	Paradise Township
Linda Shaub, Dallastown Borough	York Township
Judith Kroh, Shrewsbury Borough	Glenn Rock Borough
Brian Dell, Jacobus Borough	Jacobus Borough
Janny Graham, Spring Grove Borough	Jefferson Borough
Barb Miller, East Manchester Township	Railroad Borough
Andrew Shaffer, Spring Grove Borough	Spring Grove Borough
Stephanie Mundorf, New Salem Borough	Seven Valleys Borough

12. BUDGET LINE

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 April.

13. TAX REFUND REGISTER

A. Register 2018-10

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2018-10 authorizing payment of York County real estate tax refunds totaling \$2,213.04.

14. CHECK REGISTERS

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of April 25, 2018 totaling 22,061,987.56.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	13,360,030.18
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	5,690.00
02	York County Nursing Home	40,846.65
03	Unclaimed Money	
04	Donations	1,347.85
05	Controlled Substance	51,864.36
06	Human Services	15,762.43
07	Children & Youth	208,891.70
08	911	57,887.92
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	1,442.94
10	YC Local Use Fee	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	248,758.49
28	MH-IDD	488,504.06
30/31	York/Adams HealthChoices	
30	York Reinvestment	9,843.41
31	Adams Reinvestment	400.00
32	YAHC Joinder Gov Capitation	5,716,950.53
35	Domestic Relations	141,051.50

36	Earn-It	
40	Weatherization Liheap	47,941.92
45	Block Grant	48,603.13
46	Affordable Housing	4,896.41
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	7,412.75
51	Weatherization Doe	5,224.55
72	Tax Claim	9,291.14
75	Retirement	1,586,737.35
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	2,608.29
	Total	<u>22,061,987.56</u>

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of May 2, 2018 totaling \$6,800,088.77.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	3,482,482.76
01	Payroll	133.90
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
02	York County Nursing Home	69,198.88
03	Unclaimed Money	
04	Donations	1,625.00
05	Controlled Substance	3,758.34
06	Human Services	43,906.37
07	Children & Youth	1,469,745.17
08	911	13,124.88
08	911 Act 12	
09	YC Capital Reserve	77,880.00
10	Liquid Fuels	25,794.06
10	YC Local Use Fee	
10	Liquid Fuels Act 44	3,850.55
10	Marcellus Shale Bridge Maintenance	4,152.58
11	Prison Telephone	
25	Aging	187,903.21
28	MH-IDD	1,079,988.06
30/31	York/Adams HealthChoices	
30	York Reinvestment	49,666.00
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	1,248.02
35	Domestic Relations	28,466.29

36	Earn-It	
40	Weatherization Liheap	2,690.78
45	Block Grant	1,899.70
46	Affordable Housing	29,082.39
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	40,756.91
51	Weatherization Doe	24,657.40
72	Tax Claim	250.00
75	Retirement	18,648.52
83	2016 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	139,179.00
	Total	<u>6,800,088.77</u>

15. TRANSFER OF OWNERSHIP

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the transfer of ownership of Pleasant Acres Nursing and Rehabilitation Center.

Vote was passed yes 2 no 1

16. REPORT OF EXECUTIVE SESSIONS

Commissioners Byrnes reported that there were no Executive Sessions held since last Commissioners Meeting.

17. OTHER BUSINESS

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Jay Wenger of Susquehanna Group to prepare an asset agreement and other documents needed to complete the sale of the skilled nursing facility and independent living and Annex buildings to Premier HealthCare, in the amount of \$30,800,000.00.

PAN&RC – \$29,500,000.00

ANNEX BUIDING – \$1,300,000.00

The terms of the asset purchase agreement shall be consistent with the terms and conclusions outlined in the request for the proposal including amendments there to.

18. PERIOD OF PUBLIC COMMENT

There were no public comments.

19. ADJOURNMENT

There 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 11:22 a.m.

Respectfully submitted,

Mark Derr
Administrator/ Chief Clerk