

**COMMISSIONERS' MEETING
MINUTES**

01/30/19

The January 30, 2019 York County Board of Commissioners Meeting was held at the York County Administrative Building, 28 E. Market St., 2nd Fl. York, PA 17401.

1. CALL TO ORDER

President Commissioner Susan Byrnes called the meeting to order at 10:02 a.m., Vice President Commissioner Doug Hoke, Commissioner Christopher Reilly, Administrator/Chief Clerk Mark Derr, Solicitor Michelle Pokrifka, Controller Greg Bower, Chief Deputy Treasurer Meredith Schreffer and Commissioners' Liaison Officer Rebecca Laird present.

A. Opening Ceremony

Veteran, Donald Bradley, led the Pledge of Allegiance.

Reverend Patrick Walker, Director of Council Church of York 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 I as listed below:

- A. Minutes from the January 16, 2019 Commissioners' Meeting as submitted.
- B. Subsidized Adoption Assistance Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and CK and MN of Mechanicsburg, PA, the adoptive parents, to reflect a change in the name of the child JDHN fka JDZ IV, with all other terms and conditions of the original agreement remaining in full force and effect.
- C. Subsidized Adoption Assistance Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and LC, of York, PA, the adoptive parent, to reflect a change in the monthly adoption subsidy per diem from \$25.00 to \$31.00 due to escalating behaviors for NHEC fka NP, the minor child, with all other terms and conditions of the original agreement remaining in full force and effect.
- D. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and VG, Charlotte, NC for adoption assistance at a rate of \$20.85 per day for the adoption of IES fka IES a minor child, until the child reaches the age of 21 years; and a one-time payment for costs incidental to the adoption of the child not to exceed \$2,000.00.

E. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the 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:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
FS and JS, Manchester, PA	DJS fka DRP	\$27.00
FS and JS, Manchester, PA	JCS fka JSP	\$27.00
FS and JS, Manchester, PA	SRS fka SLP	\$27.00

F. Unlicensed Host Home Subsidy Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and JS, Millersville, PA, as host of MK, 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 January 4, 2019.

G. Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a 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, with reimbursement for costs to include personal service and overnight postage charges; independent contractors at a rate of \$85.00 per hour; paralegals at a rate of \$50.00 per hour; and processor services at the customary rate within York County, for the period of January 1, 2019 through December 31, 2019.

H. Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Memorandum of Agreement between the County of York, on behalf of York County Children, Youth and Families and the Solicitor supporting the County Agency; Diakon-SWAN, LLC; and Diakon's subcontractor, Family Design Resources, York, PA to provide SWAN Legal Services for the period of July 1, 2018 through June 30, 2019.

I. Service Provider Contract Agreement 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, 2018 through June 30, 2019:

Johnathan M. Gransee Psy.D. & Associates P.C. – 313 West Liberty Street, Suite 226, Lancaster, PA 17603	
Parenting Capacity Assessment	\$550.00/Each
IQ Testing	\$165.00/Each
Memory Testing	\$165.00/Each
Court Appearance	\$110.00/Hour
Preventative Aftercare, Inc – 233 George Junior Road, PO Box 1058, Grove City, PA 16127	
Preventative Aftercare Counseling	\$83.70 / Hour
The Village Services – 452 South Roberts Road, Rosemont, PA 19010	
Shelter Care Services - McConnell Cottage	\$248.06 / Day

Child Welfare Residential – McConnell Cottage	\$248.06 / Day
Semi Independent Living	\$94.50 / Day
Community Based Residential – PRTF	MA Funded
Clothing and Personal Needs	\$3.00 / Day

Merakey Pennsylvania – 4391 Sturbridge Drive, Harrisburg, PA 17110

CRR Host Home – MA Eligible Treatment	MA Funded
CRR Host Home – Room & Board	\$ 29.29 / Day
Foster Care Plus	\$ 91.00 / Day
Enhanced Foster Care Plus	\$120.21 / Day
Foster Care Plus – Mother w/ Child	\$132.91 / Day
Foster Care Plus – Mother w/2 Children	\$170.86 / Day
Respite Care	\$ 96.80 / Day
Therapeutic Family Care – Mother w/Infant	\$ 72.20 / Day

National Mentor Healthcare, LLC dba Pennsylvania MENTOR – 450 Parkway Drive, Suite 204, Broomall, PA 19008

Foster Family Care	\$ 83.25 / Day
Pre-placement Respite Visit	\$ 89.25 / Day
Transition/Step Down Program	\$110.25 / Day
Respite Visit	\$ 84.00 / Day
Emergency Respite Visit	\$103.95 / Day
CRR Host Home-C&Y Funded Room and Board Portion	\$ 15.43 / Day

TrueNorth Wellness Services – 625 West Elm Avenue, Hanover, PA 17331

Functional Family Therapy	\$37.50/Quarter Hour
Functional Family Therapy – MA Funded	MA Funded

3. APPOINTMENTS

A. York County Human Services Board of Directors

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the appointment of the following individuals to the York County Human Services Fund Board of Directors, for a three-year term, effective January 1, 2019 through December 31, 2021.

Sharon Harlacher, Administrator, York/Adams MH-IDD

Audrey Gladfelter, Administrator, York/Adams Drug and Alcohol

B. Tax Collector

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the appointment of the following individuals to fulfill the duties and responsibilities of Tax Collector for the collection of 2019 & 2020 Real Estate Taxes effective January 1, 2019 through December 31, 2020.

<u>Name</u>	<u>Address</u>	<u>Municipality</u>
Randee Scritchfield	Wrightsville Borough	Wrightsville Borough
Sharon Wolf	Chanceford Township	Felton Borough

4. CONTRACTS

A. Northeastern School District, Manchester, Pennsylvania

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 Human Services Department, and Northeastern School District, Manchester, Pennsylvania, to provide funding to Lakeside Education Network for the provision of the three-part Neurologic Trauma Informed Care training program.

B. Steve Gilliland, Inc., Mocksville, North Carolina

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 Human Resources Department, and Steve Gilliland, Inc., Mocksville, North Carolina, to present "Making a Difference" on April 16th, 2019 for a York County Employee event, for a total cost of \$12,000.00, plus hotel accommodation.

C. Aging Well PA, LLC. Harrisburg, Pennsylvania

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 the Area Agency on Aging, and Aging Well PA, LLC. Harrisburg, Pennsylvania. This amendment changes the payment structure of the agency's Medicaid assessment process. The Pennsylvania Department of Human Services was to implement changes to our assessment process in July 2018, but this was delayed due to more time being needed to test the new assessment tool. Since there was no agreement between the state and the county which included the continuation of the old assessment process an amendment was required for monies to be dispersed.

D. Dude Solutions, Cary, North Carolina

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 Prison, and Dude Solutions, Cary, North Carolina, to provide a Facility Assessment, for a total cost of \$83,187.50, for the period of February 25, 2019 to April 1, 2019.

5. AGREEMENTS

A. York County Solid Waste and Refuse Authority, York, Pennsylvania

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve an agreement between the County of York, on behalf of the York County Board of Commissioners', and the York County Solid Waste and Refuse Authority, York, Pennsylvania, to increase the Host County Fee on Out-Of-County Waste, to the amount of three dollars (\$3.00) per ton which shall be paid to the county, beginning July 1, 2019.

B. Pennsylvania Housing Finance Agency and the Federal Home Loan Bank of Pittsburgh, Harrisburg and Pittsburgh, Pennsylvania

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a grant agreement between the County of York, on behalf of the Human Services Department, and Pennsylvania Housing Finance Agency and the Federal Home Loan Bank of Pittsburgh, Harrisburg and Pittsburgh, Pennsylvania, for housing and supportive services for homeless and near homeless families as defined by the Home4Good grant requirements, for a total grant amount of \$55,000.00.

C. Rescue Fire Co. #1, Dallastown, Pennsylvania

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve an agreement and amendment between the County of York and Rescue Fire Co. #1, Dallastown, PA, for radio system end-user equipment.

D. County of Berks

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a GIS Data Share Agreement between the County of York, on behalf of the Human Services Department, for the mutual exchange of product, data and information with the County of Berks with respect to Geographic Information Systems.

E. Franklin County

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a GIS Data Share Agreement between the County of York, on behalf of the Human Services Department, for exchange of geospatial information from Franklin County for address point locations with complete address, city, state and zip codes for geocoding of service providers within Franklin County.

6. CONTRACT EXTENSION

A. Zelenkofke Axelfrod, LLC, Harrisburg, Pennsylvania

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract extension between the County of York, on behalf of the Controller’s Office and, Zelenkofke Axelfrod, LLC, Harrisburg, PA, for audit services with the County of York for the year ending December 31, 2019. The annual fees for these services are as follows:

<u>Year</u>	<u>Financial and Single Audit</u>	<u>District Justice Audit</u>	<u>Row Offices Audit</u>
2019	\$149,500	\$55,685	\$17,500 - \$25,000

7. MEMORANDUM OF UNDERSTANDING

A. The Pennsylvania State University- Penn State Cooperative Extension, Nutrition Links, University Park, Pennsylvania

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a memorandum of understanding between the County of York, on behalf of the Human Services Department, and The Pennsylvania State University- Penn State Cooperative Extension, Nutrition Links, University Park, Pennsylvania, to provide Supplemental Nutrition Assistance Program (SNAP) Education to York County residents, for the period of October 1, 2018 to September 30, 2020.

8. CHAIN OF TRUST

A. Tyler Technologies Inc., Yarmouth, Maine

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a HIPAA Chain of Trust agreement between the County of York, on behalf of the York County Information Technology Department, and Tyler Technologies Inc., Yarmouth, Maine, for the implementation services and on-going support of the software.

9. PROPSAL

A. Bridge No. 114, Valley Street

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve C.S.Davidson’s proposal for construction phase services, supplement B, and authorize the signature of the President Commissioner for the replacement of Bridge No. 114, Valley Street over the south branch of Codorus Creek, in the amount of \$8,556.35.

10. RECOMMENDATION

A. Priscilla D. Knight of Peach Bottom Township

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried approve a recommendation by the York County Agricultural Land Preservation Board, for the purchase of an agricultural conservation easement on the 228 acre crop farm owned by Priscilla D. Knight of Peach Bottom Township for a total cost of \$640,824.14 solely using Commonwealth of Pennsylvania Easement Funding for 2018.

11. RESOLUTIONS

A. 2019-02

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2019-02 authorizing Mark Derr, County Administrator/Chief Clerk to act as the single signatory on behalf of the County of York to execute PA Emergency Management Grant Applications within PEMA's Electronic Single Application Grant System.

B. 2019-03

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2019-03 authorizing signature by the President Commissioner of a Letter of Amendment to Reimbursement Agreement (No. 08A066D), increasing the agreement amount for the Replacement of County Bridge No. 114, Valley Street Bridge over the Codorus Creek in Glen Rock Borough, from \$2,009,770.00 to \$2,300,697.27. The project is funded through the Transportation Improvement Plan with 80% Federal, 15% State, and 5% State Act 26 Funds.

12. TAX REFUND REGISTER

A. Register 2019-02

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2019-02 authorizing payment of York County real estate tax refunds totaling \$862.63.

13. CHECK REGISTERS

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of January 23, 2019 totaling \$12,232,515.93.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	3,714,718.16
01	Payroll	870.00
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	4,800.00
02	York County Nursing Home	7,268.66
03	Unclaimed Money	
04	Donations	302.94
05	Controlled Substance	31,676.08
06	Human Services	47,808.98
07	Children & Youth	669,075.98
08	911	83,258.79
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	28,118.85
10	YC Local Use Fee	7,210.62
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	2,320.00
25	Aging	277,071.88
28	MH-IDD	1,105,251.08
30/31	York/Adams HealthChoices	
30	York Reinvestment	
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	5,589,077.82
32	YAHC Joinder Gov Reinvestment	28,242.26
35	Domestic Relations	155.00
36	Earn-It	
40	Weatherization Liheap	63,542.41
45	Block Grant	11,017.34
46	Affordable Housing	1,048.07
47	Revolving Fund	84,024.09
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	2,268.81
51	Weatherization Doe	
72	Tax Claim	1,848.49
75	Retirement	236,911.30
90	Drug & Alcohol	234,628.32
	Total	<u>12,232,515.93</u>

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of January 30, 2019 totaling \$4,632,041.04.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 1,121,403.00
01	23014 ~ Records Improvement Escrow	\$ -
01	23036 ~ ROW Automation Fees Escrow	\$ -
01	23037 ~ COC Automation Fees Escrow	\$ -
01	23039 ~ Proth Automation Fees Escrow	\$ -
01	Payroll	\$ 4,507.20
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
02	York County Nursing Home	\$ 14,142.76
03	Unclaimed Money	\$ 14,187.27
04	Donations	
05	Controlled Substance	\$ 28,297.42
06	Human Services	\$ 116.69
07	Children & Youth	\$ 1,070,493.53
08	911	\$ 46,041.82
08	911 Act 12	
09	YC Capital Reserve	\$ 21,268.77
10	Liquid Fuels	\$ 5,757.38
10	YC Local Use Fee	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	\$ 10,812.58
25	Aging	\$ 58,147.73
28	MH-IDD	\$ 262,082.48
30/31	York/Adams HealthChoices	
30	York Reinvestment	
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	\$ 13,496.22
32	YAHC Joinder Gov Reinvestment	\$ 4,400.00
35	Domestic Relations	\$ 60,728.62
36	Earn-It	\$ 31.44
40	Weatherization Liheap	\$ 34,628.68
45	Block Grant	\$ 44,182.21
46	Affordable Housing	\$ 550.00
47	Revolving Fund	
50	Continuum of Care	\$ 6,910.76
51	Weatherization Doe	\$ 13,856.82
72	Tax Claim	\$ 37,917.23
75	Retirement	\$ 1,757,980.18
90	Drug & Alcohol	\$ 100.25
	Total	\$ 4,632,041.04

14. REPORT OF EXECUTIVE SESSIONS

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

15. OTHER BUSINESS

There was no other business to report.

16. PERIOD OF PUBLIC COMMENTS

There were no public comments.

17. 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 at 10:23 a.m.

Respectfully Submitted

Mark E. Derr
Administrator/Chief Clerk