

**COMMISSIONERS' MEETING
MINUTES**

04/03/19

The April 3, 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 10:00 a.m., Vice President Commissioner Doug Hoke, Administrator/Chief Clerk Mark Derr, Solicitor Michelle Pokrifka, Controller Greg Bower, and Commissioners' Liaison Officer Rebecca Laird present.

A. Opening Ceremony

Veteran Dave Brady, led the Pledge of Allegiance.

Sharon Gardner, Baha'i Faith gave the Invocation.

2. CONSENT AGENDA

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

- A. The minutes from the March 20, 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 AL, Manchester, PA, to modify the subsidized agreement made effective May 30, 2018, in that the Provisions are amended from child CML fka CMR of having no special conditions to the child having physical, mental/emotional condition or handicap with pathogenic exposure.
- C. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and HS and TS, Dallastown, PA, for adoption assistance at a rate of \$40.00 per day for the adoption of QAS fka CXE, 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. Motion to approve Service Provider Contract Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and United Way of York County, Youth Court Alliance, York, PA to reflect the addition of the Technical Assistance service to be added to the Youth Court Alliance Exhibit B Rate Schedule at the rate of \$65.25 per hour.

E. 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:

Youth Services Agency – 120 Prospect Street, Reading, PA 19606
 ACT Co-Ed Camp Alternative Treatment Program \$175.00 / Day
 ACT Co-Ed Weekend Alternative Treatment Program \$175.00 / Day

Holcomb Associates, Inc. dba Holcomb Behavioral Health Systems – 467 Creamery Way, Exton, PA 19341

Child Support/Therapy/Group \$33.14 / Hour
 In-Home Parenting of Infants \$36.24 / Hour
 Parent Education Groups \$33.14 / Hour

Total Contract for these three Programs for FY18/19 is not to exceed \$267,829.00

Incredible Years \$76.88 / Hour
Program Costs for IY Not to Exceed \$75,000 for FY18/19

Truancy Program Costs Not to Exceed \$250,000 for FY18/19

Services covered for this program, will be purchased on a **monthly basis**, itemized per section 4.A.4 of the Purchase of Service Agreement.

United Methodist Home for Children, Inc. – 5120 Simpson Ferry Road, Mechanicsburg, PA 17050

Community Based Residential Care \$220.50/Day
 Independent Living Prep Program-Residents \$30.14/Each
 Independent Living Prep Program-Non-residents \$33.41/Each
 Independent Living Prep Program-No Show Fee \$10.00/Each

Pinkney's Vineyard of Faith Ministries – 3255 Cape Horn Road, PO Box 146, Red Lion, PA 17356

The House of Ruth
 Mother Only \$150.40/Day
 Mother with Baby \$194.86/Day
 Mother with Two Babies \$233.84/Day
 Additional Child w/Mother \$41.77/Day

F. Motion to approve the 2019 budget line adjustments, as submitted by the Controller's Office for the month of March.

3. CONTRACTS

A. York Professional Baseball Club, LLC, York, 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 Human Services Department, and **York Professional Baseball Club, LLC, York, PA** to provide use of the York Revolution stadium and amenities to bring awareness to mental health issues and available resources, for a total cost of \$4,720.00, for the period of May 6, 2019 to May 12, 2019.

B. CODY Computer Services, Inc, Pottstown, 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 York County District Attorney's Office, and CODY Computer Services, Inc, Pottstown, Pennsylvania, to provide records management and a sharable data network for a total cost of \$201,677.41.

Records Improvement Committee -	\$ 77,541.00
County of York Technology Reserve -	<u>\$124,136.41</u>
	\$201,677.41

C. Emergency Reporting, Bellingham, WA

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 Emergency Management Department, and **Emergency Reporting, Bellingham, WA**, to provide One-time set up, and annual subscription fee for using emergency reporting system to track Hazmat calls, Hazmat team member trainings, and Hazmat equipment inventories, for a total cost of \$1,104.00.

D. Pennsylvania Department of Agriculture, 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 Human Services Department, and Pennsylvania Department of Agriculture, Harrisburg, Pennsylvania, to the 2016-2021 Program Management Agreement for The Emergency Food Assistance Program (TEFAP), to include a specific provision relating to food safety and/or food recalls.

E. Shenandoah Telecommunications Company (“Shentel”), Edinburg, Virginia

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a coterminous contract service order (all other conditions remain the same) between the County of York, on behalf of the York County Information Technology Services Department, and Shenandoah Telecommunications Company (“Shentel”), Edinburg, Virginia, for telecommunications services including fiber connectivity using Ethernet Private lines, for 2401 Pleasant Valley Road location and maintenance at a one-time cost of \$25,000.00 and a recurring monthly charge of \$2,950.00 once approved for use by the County of York.

F. 2018 York County Adjacent Box Beam Bridge Maintenance Program

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to award the contract for the 2018 York County Adjacent Box Beam Bridge Maintenance Program to the responsible low bidder, CriLon Corporation as follows:

- The 2018 Adjacent Box Beam Bridge Maintenance Program Contract at the low bid amount of \$999,894.76. This is an Act 13 (Marcellus Shale) Funds expenditure.

G. Arendt Fox, Washington, D.C

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 Arendt Fox, Washington, D.C., to provide assistance in negotiating the next intergovernmental service agreement with Immigration Customs Enforcement. Arent Fox is an experienced law firm who specializes in intergovernmental agreements and has assisted us with past successful negotiations, effective April 3, 2019 at an hourly rate of \$860.00.

4. AGREEMENTS

A. Lebanon County 911

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve an agreement between the County of York, on behalf of York County 911, and Lebanon County 911, to enhance regional capabilities and promote inter-county Public Safety Answering Point (PSAP) through the sharing of common technologies and protocols. All inventory associated with this project is funded through a grant from PEMA.

B. Interaction Insight Corp

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 911, and Interaction Insight Corp, for an Eventide Recorder, labor costs to fully implement our existing system, project management, installation and professional service and training at a total cost of \$7,500.00.

C. Jeremy Sykes, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract services agreement between the County of York, on behalf of the York County 911 and Jeremy Sykes, York, PA, for software modifications to the 911 Live Incident web application at an hourly rate of \$65 per hour.

D. Community Lifeteam Inc

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve ALS Staffing Services Agreement between the County of York, on behalf of the County of York Quick Response Team, and Community Lifeteam Inc., (a Pennsylvania non-profit corporation) to provide on-scene advance life support, emergency medical care during transport, on an as needed basis, effective April 1, 2019 for a 3 year term.

5. PURCHASES

A. Betty Jane Ryer

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase of temporary easement for construction for a total cost of \$500.00 from Betty Jane Ryer in connection with the rehabilitation of Bridge #274 in New Freedom.

B. CDW-G, Chicago IL

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the York County Sheriff's Department and CDW-G, Chicago IL, for ten (10) new Panasonic Toughbooks with docking stations and accessories for the Civil Division, for a total cost of \$52,950.00. All equipment was budgeted for in the 2019 budget.

C. The HON Company Muscatine, Iowa

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the Facilities Management Department and The HON Company Muscatine, Iowa, to replace furniture for District Court 19-3-05 (Hanover) at an amount not to exceed, \$11,581.94, under a PA COSTARS contract (35-020).

D. CDW-G, Chicago, IL

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 Technology Services, and CDW-G, Chicago, IL, for the purchase of one hundred and forty-six (146) Microsoft Surface Book warranties, for a total cost of \$33,580.00.

E. Whitmoyer Auto Group, Mount Joy

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 Whitmoyer Auto Group, Mount Joy, for one 2019 F-350 with a Stahl Service Body, for the use by York County Parks Department, for a total cost of \$44,070.00, under a PA COSTARS contract.

F. Stephenson Equipment, Harrisburg, Pennsylvania

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the Fleet Management, and Stephenson Equipment, Harrisburg, Pennsylvania, for a 2019 John Deere/Tiger Tractor, for use by York County Parks Department, for a total cost of \$119,177.27, under a PA COSTARS contract.

G. C.S. Davidson Inc

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve and sign a professional services agreement with C.S. Davidson, Inc., for the design and construction management of the 2019 Bridge Maintenance Program with a maximum fee of \$76,000.00.

6. APPOINTMENTS

A. York County Planning Commission

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the appointment of the following individuals to the York County Planning Commission to complete vacant terms as follows:

Region 5 (Southwest Region) James Morris | 3359 Raymond Lane, Glen Rock, PA 17327 | Expiring 12/31/2019
Region 6 (City of York) Mike Pritchard | 232 North George St, Suite 101 York, PA 17401 | Expiring 12/31/2020

B. Deputy Tax Collector

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the appointment of the following individual as Deputy Tax Collector to fulfill the duties of the indicated Municipal Tax Collector as may be necessary, effective January 1, 2019 through December 31, 2019.

Deputy Tax Collector
Elizabeth Adcock, Hellam Township

Tax Collector Municipality
East Prospect Borough

C. Tax Collector

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the appointment of the following Tax Collector through December 31, 2019, pursuant to the provisions of the Commonwealth of Pennsylvania Local Tax Collection Law of 1945 (P.L. 1050):

Tax Collector
Christine Bubb
P.O. Box 54
East Prospect, PA 17317

Municipality
East Prospect Borough

7. TAX FORGIVENESS

A. York County Rail Trail

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve forgiveness of the County portion of the real estate tax bill for 117 N. Front Street New Freedom Borough (parcel 78-000-01-017900-L0001) in the face amount of \$387.15. The property is part of the York County Rail Trail and is deemed taxable for the leasehold improvement due to a café located in the facility.

B. M'Calister Inn Associates, Inc., Hanover, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the forgiveness of County taxes on the following parcels for the years and face amounts as indicated below for the property owned by M'Calister Inn Associates, Inc., Hanover, PA:

	Tax	Penalty	Interest	Fees	Total
670000504650000000 2019	2,789.05				2,789.05
670000504650000000 2019	218.02				218.02

8. RESOLUTIONS

A. 2019-11

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the adoption of Resolution 2019-11 approving the County of York LERTA program application submitted by One West LLC for office space in the property located on 1 West Market Street, York City.

B. 2019-12

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the adoption of Resolution 2019-12 on behalf of the Parks and Recreation Department, accepting the terms and conditions of the PA Department of Conservation and Natural Resources grant application seeking funding for improvements to the trails at Rocky Ridge County Park.

9. SUBRECIPIENT AGREEMENTS

A. U.S. Department of Housing and Urban Development

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the following subrecipient agreements on behalf of the Community Development Department of the York County Planning Commission, authorizing and directing the Commissioners' to execute the following amendments to the agreements for activities funded through the U.S. Department of Housing and Urban Development, Washington D.C., Community Development Block Grant Program:

ACTIVITY	CDBG ACTIVITY #	GRANT AMOUNT	COMPLETION DATE	NEW DATE
Presbyterian Senior Living, Shrewsbury Courtyards Rehab Phase II	47612268	\$161,500.00	March 31, 2019	September 30, 2019
Manchester Borough, High & Parkview Streets ADA Improvements	45592272	\$50,000.00	March 31, 2019	September 30, 2019
Franklintown Borough, Firehouse & West Street Improvements	45592271	\$100,744.00	March 31, 2019	September 30, 2019
Lancaster Housing Opportunities Partnership, Housing Counseling	45112226	\$20,000.00	March 31, 2019	September 30, 2019

10. TAX REFUND REGISTER

A. Register 2019-05

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2019-05 authorizing payment of York County real estate tax refunds totaling \$11,776.77.

11. CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of March 27, 2019 totaling \$6,033,166.77.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 1,674,469.76
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	\$ 4,209.63
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	\$ 27,500.00
02	York County Nursing Home	
03	Unclaimed Money	
04	Donations	\$ 1,387.51
05	Controlled Substance	\$ 10,042.15
06	Human Services	\$ 4,897.38
07	Children & Youth	\$ 1,171,191.12
08	911	\$ 161,444.09
08	911 Act 12	
09	YC Capital Reserve	\$ 8,200.00
10	Liquid Fuels	\$ 114,074.34
10	YC Local Use Fee	
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	\$ 223,863.74
28	MH-IDD	\$ 191,449.89
30/31	York/Adams HealthChoices	
30	York Reinvestment	
31	Adams Reinvestment	
32	YAHC Joinder Gov Capitation	\$ 11,115.74
32	YAHC Joinder Gov Reinvestment	\$ 34,070.90
35	Domestic Relations	\$ 132,899.79
36	Earn-It	
40	Weatherization Liheap	\$ 90,416.95
45	Block Grant	\$ 101,371.93
46	Affordable Housing	

47	Revolving Fund	\$	125.00
50	Continuum of Care	\$	7,247.08
51	Weatherization Doe		
72	Tax Claim	\$	78,769.58
75	Retirement	\$	1,763,945.86
90	Drug & Alcohol	\$	220,474.33
	Total	\$	<u>6,033,166.77</u>

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the month of April

<u>Fund</u>	<u>Name</u>		<u>Amount</u>
01	General Fund	\$	2,865,306.71
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		
01	Ag Land Preservation		
01	Escrow		
01	Marcellus Shale		
02	York County Nursing Home	\$	44.85
03	Unclaimed Money		
04	Donations	\$	32,125.00
05	Controlled Substance	\$	23,731.58
06	Human Services	\$	26,930.51
07	Children & Youth	\$	722,555.99
08	911	\$	23,100.16
08	911 Act 12		
09	YC Capital Reserve		
10	Liquid Fuels	\$	3,021.74
10	YC Local Use Fee	\$	236,294.16
10	Liquid Fuels Act 44	\$	130,667.08
10	Marcellus Shale Bridge Maintenance		
11	Prison Telephone	\$	28,058.00
25	Aging	\$	162,503.32
28	MH-IDD	\$	221,955.65
30/31	York/Adams HealthChoices		
30	York Reinvestment		
31	Adams Reinvestment		
32	YAHC Joinder Gov Capitation	\$	14,606.43
32	YAHC Joinder Gov Reinvestment	\$	4,363.35
35	Domestic Relations	\$	297.13
36	Earn-It		
40	Weatherization Liheap	\$	49,009.43
45	Block Grant	\$	109,022.50

46	Affordable Housing	\$	22,012.40
47	Revolving Fund	\$	57,040.11
50	Continuum of Care	\$	330.73
51	Weatherization Doe	\$	10,948.93
72	Tax Claim		
75	Retirement	\$	20,832.01
90	Drug & Alcohol	\$	830.74
	Total	\$	<u>4,765,588.51</u>

12. REPORT OF EXECUTIVE SESSIONS

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

13. OTHER BUSINESS

There was no other business to report.

14. PERIOD OF PUBLIC COMMENT

There were no comments received.

15. 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 10:30 a.m.

Respectfully submitted

Mark E. Derr
Administrator/Chief Clerk