

**COMMISSIONERS' MEETING
MINUTES**

08/07/19

The August 07, 2019 York County Board of Commissioners Meeting was held 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, and Commissioners' Liaison Rebecca Laird present.

A. Opening Ceremony

Veteran Paul Johnson, led the Pledge of Allegiance.

Retired Father Carl Tancredi, from St Rose of Lima Church, led the invocation.

2. CONSENT AGENDA

A. Minutes from the July 31, 2019 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:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
WS and BS, Dover, PA	NES fka NAM	\$40.00
RM, York, PA	JMT fka JMT	\$26.00
RM, York, PA	JMT fka JMT	\$26.00

C. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and KS, York, PA for adoption assistance at a rate of \$26.50 per day for the adoption of JKS fka JJP 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.

D. 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 Camera Center of York, 23 North Beaver Street, York, PA, 17401, to provide Photograph Processing Services for pictures taken by CYF for the period of July 1, 2019 through June 30, 2020.

E. The 2019 budget line adjustments, as submitted by the Controller's Office, for the month of July.

Department Name	Department Number	Account Description	Account Number	Account Change
PRISON	012309	RADIO SYSTEM & COMMUNICAT	5200329	5,000
PRISON	012309	MAINTENANCE AND REPAIRS	5200241	(5,000)
PROTHONOTARY	011253	TRAVEL MILEAGE REIMBURSE	5200221	200
PROTHONOTARY	011253	TELEPHONE	5200203	(200)
PROTHONOTARY	011253	TRAVEL FOOD & LODGING	5200231	219
PROTHONOTARY	011253	TELEPHONE	5200203	(219)
DISTRICT ATTORNEY	011258	WAGES	5000104	54,080
CRIME RESPONSE UNIT	011259	WAGES OF SPECIAL DEPUTIES	5000152	(54,080)
Conservation District	014623	SALARIES OF STAFF	5000103	41,059
Contingency	018905	POSITIONS RESERVE	5210457	(41,059)
TREASURER	010109	OFFICE SUPPLIES	5600550	400
Contingency	010117	PURCHASE OF MAJOR EQUIP	5900702	(400)
PRISON	012309	OFFICE EQUIPMENT	5600500	10,000
INFORMATION SERVICES	010117	PURCHASE OF MAJOR EQUIP	5900702	(10,000)
Parks	013607	OFFICE EQUIPMENT	5600500	1,130
INFORMATION SERVICES	010117	PURCHASE OF MAJOR EQUIP	5900702	(1,130)
PUBLIC DEFENDER	011257	OFFICE EQUIPMENT	5600500	1,500
INFORMATION SERVICES	010117	PURCHASE OF MAJOR EQUIP	5900702	(1,500)
ADULT PROBATION	012302	OFFICE EQUIPMENT	5600500	5,500
INFORMATION SERVICES	010117	PURCHASE OF MAJOR EQUIP	5900702	(5,500)
EMERGENCY MGMT AGENCY	012602	OFFICE EQUIPMENT	5600500	3,000
INFORMATION SERVICES	010117	PURCHASE OF MAJOR EQUIP	5900702	(3,000)
RADIATION PROTECTION ACT	012604	OFFICE EQUIPMENT	5600500	1,800
INFORMATION SERVICES	010117	PURCHASE OF MAJOR EQUIP	5900702	(1,800)

COURTS	011260	OFFICE EQUIPMENT	5600500	26,000
INFORMATION SERVICES	010117	PURCHASE OF MAJOR EQUIP	5900702	(26,000)
COURTS	011260	EMPLOYEE PARKING REIMB	5200316	9,500
COURTS	011260	PARKING	5200307	(9,500)
DISTRICT JUSTICES	011261	EMPLOYEE PARKING REIMB	5200316	750
DISTRICT JUSTICES	011261	PARKING	5200307	(750)
SPECIAL MASTERS IN DIVORC	011264	EMPLOYEE PARKING REIMB	5200316	1,200
SPECIAL MASTERS IN DIVORC	011264	PARKING	5200307	(1,200)
ADULT PROBATION	012302	EMPLOYEE PARKING REIMB	5200316	8,000
ADULT PROBATION	012302	PARKING	5200307	(8,000)
ADULT PROBATION	012302	EMPLOYEE PARKING REIMB	5200316	11,000
ADULT PROBATION	012302	PARKING	5200307	(11,000)
PUBLIC INFORMATION OFFICE	010132	TRAVEL MILEAGE REIMBURSE	5200221	150
PUBLIC INFORMATION OFFICE	010132	CVB RAIL TRAIL GRANT	5210375	(150)

3. APPOINTMENTS

A. York County Library System

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the appointment of the following individuals to the York County Library System Board, each to a 3 year term effective August 1, 2019 through July 31, 2022.

Claire Forbush - Jackson Township
Erin C. McGlaughlin – York City
Maria Royce – Hellam Township

4. GRANT

A. Pennsylvania Board of Probation and Parole, Harrisburg, Pennsylvania

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the submission of a grant application, between the County of York, on behalf of the Adult Probation Department, to the Pennsylvania Board of Probation and Parole, Harrisburg, Pennsylvania, for a total grant amount of \$430,000.00. This is a grant application to the state for unmatched monies to offset probation officer salaries. Each year 100% of the total department salaries are requested for reimbursement. However, we only receive a percentage of the request due to officer eligibility and available funds.

5. CONTRACTS

A. I.B. Able, York, 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 Facilities Management Department, and I.B. Able, York, Pennsylvania to provide electrical work for the new Coroner's Office, for a total cost of \$95,716.24, for the period of August 7, 2019 to February 28, 2020, utilizing the state purchasing program (EZIQC KPN).

B. Lobar Associates, Dillsburg, 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 Facilities Management Department, and Lobar Associates, Dillsburg, Pennsylvania, to provide general construction of the Coroner's new office, for a total cost of \$541,387.60, for the period of August 7, 2019 to February 28, 2020, utilizing the state purchasing program (EZIQC KPN).

C. Bell Socialization Services, Inc, York, Pennsylvania

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract renewal agreement between the County of York, on behalf of the Department of Veterans Affairs, and Bell Socialization Services, Inc, York, Pennsylvania, to provide the continued operation and accreditation of The Higher Standard Project, using 100% private donations, for the period beginning September 1, 2019.

6. PURCHASES

A. York Materials Group, York, Pennsylvania

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 Parks and Recreation Department, and York Materials Group, York, Pennsylvania, for 630 ton of 9.5 mm asphalt delivered to the Heritage Rail Trail County Park, for a total cost of \$40,414.50, under a PA COSTARS contract.

B. York Materials Group, York, 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 Parks and Recreation Department, and York Materials Group, York, Pennsylvania, for 220 ton of 19 mm asphalt delivered to William Kain County Park, for a total cost of \$13,057.00, under a PA COSTARS contract.

7. LEASE AGREEMENT

A. Sixth Avenue LLC, York, Pennsylvania

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a lease agreement between the County of York, on behalf of the Facilities Management Department, and Sixth Avenue LLC, York, Pennsylvania, for the lease of 3,700 square feet of space for District Court 19-2-05 (located in 1410 Sixth Ave York, PA) for the period of January 1, 2020 through December 31, 2024 with an initial annual lease amount of \$47,175.00 with 2.5% annual rent increases with an optional second five year term under the same conditions.

8. RESOLUTION

A. 2019-27

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the adoption of Resolution 2019-27 on behalf of the Community Development Department of the York County Planning Commission, to approve the following changes to activities approved under the York County 2015, 2016, 2017, and 2018 Action Plans and funded through the U. S. Department of Housing and Urban Development, Washington, D.C., Community Development Block Grant program:

<u>Activity</u>	<u>Amount</u>	<u>From Account</u>	<u>To Account</u>
Manchester Borough	\$384.15	Unprogrammed funds	45592272 (increase)
Wrightsville Borough	\$2,095.89	Unprogrammed funds	45502177 (increase)
Lower Windsor Township	\$32.78	Unprogrammed funds	45502257 (increase)
Hanover Borough	\$590.17	Unprogrammed funds	45512325 (increase)
West York Borough	\$1,092.27	Unprogrammed funds	45512321 (increase)
Dallastown Borough	\$131.14	Unprogrammed funds	45522301 (increase)
Glen Rock Borough	\$271.86	Unprogrammed funds	45522303 (increase)
Spring Grove Borough	\$71.38	Unprogrammed funds	45522306 (increase)
Yoe Borough	\$1,556.70	Unprogrammed funds	45522307 (increase)

9. NO-COST EXTENSION

A. Pennsylvania Commission on Crime and Delinquency, Harrisburg, Pennsylvania

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a no-cost extension between the County of York, on behalf of the District Attorney's Office, and the Pennsylvania Commission on Crime and Delinquency, Harrisburg, Pennsylvania, extending the project date to October 31, 2019. This extension will allow for five (5) staff members to attend the East Coast Gang Investigators Association Information Sharing Conference.

10. CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of August 7, 2019 totaling \$4,154,939.93.

Weekly Disbursement Totals for August 7, 2019

<u>Fund</u>	<u>Name</u>		<u>Amount</u>
01	General Fund		\$ 2,351,268.78
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		\$ 566,308.80
01	Escrow		
01	Marcellus Shale		
02	York County Nursing Home		
03	Unclaimed Money		\$ 82.12
04	Donations		\$ 466.25
05	Controlled Substance		
06	Human Services		\$ 3,219.20
07	Children & Youth		\$ 374,386.30
08	911		\$ 34,987.19
08	911 Act 12		
09	YC Capital Reserve		\$ 25,064.80
10	Liquid Fuels		\$ 120,879.98
10	YC Local Use Fee		\$ 11,313.71
10	Liquid Fuels Act 44		
10	Marcellus Shale Bridge Maintenance		
11	Prison Telephone		
25	Aging		\$ 59,230.84
28	MH-IDD		\$ 375,533.26
30/31	York/Adams HealthChoices		
30	York Reinvestment		
31	Adams Reinvestment		
32	YAHC Joinder Gov Capitation		\$ 39.60
32	YAHC Joinder Gov Reinvestment		\$ 4,000.00
35	Domestic Relations		\$ 29,913.77
36	Earn-It		\$ 24.21
40	Weatherization Liheap		\$ 13,507.44
45	Block Grant		\$ 49,198.23
46	Affordable Housing		\$ 20,944.40
47	Revolving Fund		\$ 125.00
50	Continuum of Care		\$ 28,603.47
51	Weatherization Doe		\$ 1,821.94
72	Tax Claim		\$ 1,156.09
75	Retirement		\$ 82,864.55

Total

\$ 4,154,939.93

11. REPORT OF OPEN POSITIONS

Stephanie Diehl, Human Resources Department gave a report of open positions.

12. REPORT OF EXECUTIVE SESSIONS

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

13. OTHER BUSINESS

Commissioner Byrnes spoke about the upcoming 270th Birthday of York County and they will be celebrating with lighting the Domes that are on top of the old Court house located 28 E. Market Street. This will be at 8:30 p.m. Monday August 19th. There will be tours of the Administration Center throughout the day for the public.

14. PERIOD OF PUBLIC COMMENT

No public comments were received.

15. ADJOURNMENT

There being no further business to come before the Board at this time, Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adjourn the meeting at 10:15 a.m.

Respectfully submitted,

Mark E. Derr
Administrator/Chief Clerk