

**COMMISSIONERS' MEETING  
MINUTES**

**12/04/19**

The December 4, 2019 York County Board of Commissioners Meeting was held at the York County Solid Waste Authority 2700 Black Bridge Road York, PA 17406.

**1. CALL TO ORDER**

President Commissioner Susan Byrnes called the meeting to order at 10:06 a.m., Vice President Commissioner Doug Hoke, Commissioner Christopher Reilly, Controller Greg Bower, Treasurer Barbara Bair, Administrator/Chief Clerk Mark Derr, Solicitor Michelle Pokrifka, and Liaison Rebecca Laird present.

**A. Opening Ceremony**

Veteran Scott Cassel Executive Director of Facilities, led the Pledge of Allegiance.

Commissioner Byrnes led a moment of silent.

**B. Presentation**

Felicia Dell, Director of the York County Planning Commission, gave a presentation on the York County Water Quality Initiatives.

**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 November 20, 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>
GA and DA, Seven Valleys, PA	RBA fka RBS	\$27.00
RD and RD, York, PA	BRL fka BRL	\$27.00
JG and DG, Thomasville, PA	KMG fka KMH	\$27.00
NG, York, PA	DS fka DS	\$40.00
NG, York, PA	SSS fka SSS	\$40.00
KM and PM, New Oxford, PA	CMM fka CRR	\$22.00
JR and JR, Dillsburg, PA	EJR fka EGJ	\$ 0.00
DW and WW, York, PA	LJW fka LJS	\$26.00

C. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and NG, York, PA for adoption assistance at a rate of \$40.00 per day for the adoption of JR, Jr. fka JR, Jr. 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. Subsidized Adoption Assistance Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and BM and LM, York Springs, PA, amends the agreement made effective October 16, 2019, in that the child's adopted name is being amended from TEM to TEMM, with all other terms and conditions of the original agreement remain in full force and effect.

E. Subsidized Permanent Legal Custodianship Agreement 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 custodianship subsidy payments until the child reaches the age of 18 years:

<u>Custodian(s)</u>	<u>Minor Child</u>	<u>Rate per day</u>
ER, Red Lion, PA	NAC	\$27.00
ER, Red Lion, PA	EML	\$27.00
ER, Red Lion, PA	MML	\$27.00

F. Subsidized Permanent Legal Custodianship Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and JR and DR, York, PA, as Custodians of JS Jr., a minor child, authorizing custodianship subsidy payments at a rate of \$40.00 per day until the child reaches the age of 21 years.

G. Unlicensed Host Home Subsidy Agreement between the County of York on behalf of York County Office of Children, Youth and Families and the Caregivers authorizing subsidy payments to the Host until the child reaches the age of 21 years or chooses to leave care.

<u>Caregiver</u>	<u>Youth</u>	<u>Rate per day</u>
AP, Dallastown, PA	PC	\$27.00
CS, Manchester, PA	DC	\$27.00

H. A Letter of Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Advantage TeleMessaging, Inc. 529 Reading Avenue Suite I, West Reading, PA 19611, to provide tele messaging services as documented in the Exhibit B Pricing Schedule for the period of July 1, 2019 through June 30, 2020.

I. The 2019 budget line adjustments submitted by the Controller's Office for the month of November.

### 3. REAPPOINTMENTS

#### A. York County Industrial Development Authority

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the reappointment of the following individuals to the York County Industrial Development Authority, effective January 1, 2020. The terms are as listed below in the agenda.

Name	Background	Term
Alvin Hayes	Electronics Manufacturing	1 year
Jack Kay	Real Estate Development	2 years
Oliver Hoar	Strategic Consulting	3 years
Charles (Chuck) Noll	Retired County Administrator	1 year
Kerry Fulton	Civil Engineering	3 years
Dr. Pamela Gunther-Smith	College President	2 years
David Brinton	State Government	2 years

### 4. CONTRACTS

#### A. IMR Digital, West Hazleton, Pennsylvania

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement and addendum between the County of York, on behalf of the Archives Department, and IMR Digital, West Hazleton, Pennsylvania, to provide scanned images of 17 Civil Court Dockets dating from the 1760's to 1840's. The images will be scanned as 300dpi, single page color, TIF images, for a total cost of \$3,847.35. This project is funded by a grant from the Pennsylvania Historical and Museum Commission.

#### B. Boomershine Consulting Group, Ellicott City, Maryland

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 Controllers Department, and Boomershine Consulting Group, Ellicott City, Maryland, to provide Actuarial Services, for a total cost of \$101,650.00, for the period of January 1, 2020 to December 31, 2021.

### **C. Conflict Counsel Attorneys**

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 Office of Conflict Counsel, and the below listed attorneys, to provide legal representation to juveniles in juvenile delinquency proceedings conducted in York County at a rate of \$55,536.00 annually (4,628.00 per month) effective January 1, 2020 with the first monthly payment due in January. The duration is for one year and it does not automatically renew.

**Thomas W. Gregory, Esquire**  
**Christopher D. Moore, Esquire**  
**Lori A. Yost, Esquire**

### **D. Conflict Counsel Attorneys**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the agreement between the County of York on behalf of the Office of Conflict Counsel and the below listed attorneys, to provide legal representation to qualified individuals in mental health proceedings conducted in York County at a rate of \$22,000.00 annually (1,833.33 per month) effective January 1, 2020 with the first monthly payment due in January. The duration is for one year and it does not automatically renew.

**Heather N. Orisko, Esquire**  
**John G. Bergdoll Esquire**

### **E. McClure Co., Harrisburg, 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 Prison, and McClure Co., Harrisburg, Pennsylvania, to provide heating boiler repairs, for a total cost of \$13,742.00, for the period of December 6, 2019 to December 31, 2019.

### **F. McClure Co., Harrisburg, 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 Prison, and McClure Co., Harrisburg, Pennsylvania, to provide a domestic boiler preventative maintenance contract, for a total cost of \$60,576.00, for the period of December 4, 2019 to December 4, 2022.

### **G. Lexis Nexis, Miamisburg, Ohio**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve contract agreements between the County of York, on behalf of Court Administration, and Lexis Nexis, Miamisburg, Ohio, to provide legal search software for legal research and advanced search capabilities for the judges, County Solicitors office, law clerks, Divorce Masters, and court staff, for a total cost of \$230,172.00, for the period of December 1, 2019 to November 30, 2023.

### **H. BonData, Hummelstown, 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 Voter Registration\Elections, and BonData, Hummelstown, Pennsylvania, to provide services to divide voting districts within York County for the following municipalities: Carroll Township, Dover Township, East Manchester Township, Fairview Township, Springfield Township, and West Manheim Township, for a total cost of \$14,550.00.

## **5. PURCHASES**

### **A. PremierComm, Lancaster, 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 Information and Technology Services, and PremierComm, Lancaster, Pennsylvania, for Nimble storage solution hardware, software license and a five-year support agreement, for a total cost of \$55,890.00.

### **B. CDW-G, Chicago, Illinois**

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 Information and Technology Services, and CDW-G, Chicago, Illinois, for 1,800 Carbon Black Endpoint Protection software licenses from January 1, 2020 to December 31, 2020, for a total cost of \$39,000.00.

### **C. PremierComm, Lancaster, 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 Information and Technology Services, and PremierComm, Lancaster, Pennsylvania, for Nimble storage solution hardware, software license and a five-year support agreement, for a total cost of \$39,092.00.

## **6. RECOMMENDATION**

### **A. Kevin N., Martha J., Christopher L., and Jeri H. Miller Family Farm in East Hopewell Township.**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a recommendation on behalf of the Agricultural Land Preservation Board for the acknowledgement of the Commonwealth of Pennsylvania, purchase of an agricultural conservation easement totaling \$648,232.20 using 2018 and 2019 Commonwealth funds for the preservation of the Kevin N., Martha J., Christopher L., and Jeri H. Miller Family Farm in East Hopewell Township. State agricultural conservation easement funds will be encumbered for the preservation of this 218.26 acre grain, potato and beef farm.

## **7. ADDENDUM NUMBER 1**

### **A. Horn Farm Center**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve addendum number 1 to the Western Pennsylvania Conservancy Riparian Planting Habitat Restoration Agreement, between the County of York and the Horn Farm Center entered into June 1, 2018, to permit the Horn Farm Center to complete additional riparian planting each year through 2022 with grant funds received from the PA Department of Conservation and Natural Resources with no cost to the County

## **8. AGREEMENTS**

### **A. York College of Pennsylvania, York, Pennsylvania**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve to enter into an agreement between the County of York, on behalf of the Voter Registration\Elections, and York College of Pennsylvania, York, Pennsylvania, to create an electronic survey for Judges of Elections to review the November 5, 2019 general election, for a total cost of \$4,000.00.

### **B. MCM Consulting Group, Inc**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve an amended professional services agreement between the County of York, on behalf of the 911 Communications Center, and MCM Consulting Group, Inc., for 911 planning to assist York County with the completion of all Act 12 funding requirements on an annual basis for a total cost of \$22,000.00, commencing January 1, 2020.

### **C. Comcast Business, Harrisburg, Pennsylvania**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Master Services Agreement, Service Sale Order and an amendment to the Masters Services Agreement between the County of York, on behalf of the Information and Technology Services, and Comcast Business, Harrisburg, Pennsylvania, to provide Telecommunications services, for a period of 36 months. Monthly charges of \$4,064.85 include service and equipment fees. Installation fees will be a one-time fee of \$3,500.00 and the monthly services shall commence after completion and approval of installation.

## **9. STATEMENT OF WORK**

### **A. Willis of Pennsylvania, Inc. of Radnor, Pennsylvania**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Statement of Work (SOW) between the County of York, on behalf of the Human Resources Department and Willis of Pennsylvania, Inc. of Radnor, Pennsylvania, for Health and Benefits Brokerage and Advisory Services at an administrative rate of \$3.00 per month per employee and/or retiree for the initial one-year period of January 1, 2020 through December 31, 2020.

## **10. RENEWAL**

### **A. Highmark Blue Shield, Camp Hill, Pennsylvania**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve renewal agreements between the County of York, on behalf of the Human Resources Department and Highmark Blue Shield, Camp Hill, Pennsylvania, for Medical, Health Spending Account and Health Reimbursement Account administrative services for the period of January 1, 2020 through December 31, 2022.

## **11. DELINQUENT TAX**

### **A. Assessment /Tax Claim Office**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve delinquent tax claim write-off on behalf of the Assessment/Tax Claim Office of \$1,790.49 County Taxes and \$179.09 County Penalty due to no longer being collectible.

## 12. RELEASE OF FUNDS

### A. The Conservation Society of York County

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the release of funds in the amount of \$35,000.00 to Farm & Natural Lands Trust of York County for acquisition of conservation easement of 114 +/- acres in Lower Chanceford Township owned by The Conservation Society of York County.

## 13. TAX REFUND REGISTER

### A. Register 2019-22

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2019-22 authorizing payment of York County real estate tax refunds totaling \$25,263.57.

## 14. CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of November 27, 2019 totaling \$6,634,682.05.

### Weekly Disbursement Totals for November 27, 2019

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 2,207,360.93
01	23014 ~ Records Improvement Escrow	
01	23036 ~ ROW Automation Fees Escrow	
01	23037 ~ COC Automation Fees Escrow	\$ 159.50
01	23039 ~ Proth Automation Fees Escrow	\$ 14,963.00
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
02	York County Nursing Home	
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	\$ 11,074.81
06	Human Services	\$ 35,497.21
07	Children & Youth	\$ 1,429,697.88
08	911	\$ 57,997.61
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	\$ 53,481.93
10	YC Local Use Fee	\$ 11,468.64

10	Liquid Fuels Act 44	\$	64,160.93
10	Marcellus Shale Bridge Maintenance	\$	343,531.91
11	Prison Telephone		
25	Aging	\$	76,463.99
28	MH-IDD	\$	203,760.89
32	YAHC Joinder Gov Capitation		
32	YAHC Joinder Gov Reinvestment	\$	1,866.80
35	Domestic Relations	\$	2,430.00
36	Earn-It		
40	Weatherization Liheap	\$	10,221.55
45	Block Grant	\$	7,371.43
46	Affordable Housing	\$	12.04
47	Revolving Fund		
50	Continuum of Care	\$	821.92
51	Weatherization Doe	\$	2,358.23
72	Tax Claim	\$	65,506.04
75	Retirement	\$	1,894,026.85
90	Drug & Alcohol	\$	155,570.46
	<b>Total</b>	<b>\$</b>	<b>6,634,682.05</b>

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of December 4, 2019 totaling \$3,631,937.50.

### **Weekly Disbursement Totals for December 04, 2019**

<b><u>Fund</u></b>	<b><u>Name</u></b>	<b><u>Amount</u></b>
01	General Fund	\$ 1,805,362.12
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	\$ 4,023.73
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
02	York County Nursing Home	
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	\$ 1,335.19
06	Human Services	\$ 30,507.44
07	Children & Youth	\$ 697,139.27
08	911	\$ 90.00
08	911 Act 12	
09	YC Capital Reserve	\$ 609.75

10	Liquid Fuels		
10	YC Local Use Fee	\$	140,592.69
10	Liquid Fuels Act 44		
10	Marcellus Shale Bridge Maintenance		
11	Prison Telephone		
25	Aging	\$	173,969.93
28	MH-IDD	\$	378,656.06
32	YAHC Joinder Gov Capitation	\$	8.61
32	YAHC Joinder Gov Reinvestment	\$	10,209.98
35	Domestic Relations	\$	7,101.17
36	Earn-It		
40	Weatherization Liheap	\$	22,561.94
45	Block Grant	\$	161,414.03
46	Affordable Housing	\$	23,115.70
47	Revolving Fund	\$	8,345.25
50	Continuum of Care	\$	21,391.09
51	Weatherization Doe	\$	1,135.27
72	Tax Claim		
75	Retirement	\$	55,317.25
90	Drug & Alcohol	\$	89,051.03
	<b>Total</b>		<u><u>\$ 3,631,937.50</u></u>

## 15. REPORT OF EXECUTIVE SESSIONS

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

## 16. OTHER BUSINESS

Commissioner Byrnes thanked all the employees and dispatchers that worked over the Thanksgiving break. There will be a session for dispatchers starting in February after training.

The search is still in place for a new Director of 911, they have received 9 resumes.

The Human Services Department is having a meet and greet December 5<sup>th</sup> from 5:00 p.m. for Children & Youth Case workers. If anyone is interested please attend.

Treasurer Bair stated that the 2020 Dog Licenses are now available for purchase you must be registered by January 1<sup>st</sup> to contact the Treasurer Office the number is 717-771-9603

## **17. PUBLIC COMMENT**

Janice Links, Lower Allen Township spoke about Sheetford Bridge closure. It is a historical bridge built in 1887 and is on the National Register for Historical Bridges.

The residence in the area do not want to see it closed. Janice is here before the Commissioners' to ask if there is anything that can be done so the closure does not have to happen.

## **18. 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 11:10 a.m.

Respectfully submitted,

Mark E. Derr  
Administrator/Chief Clerk