

COMMISSIONERS' REORGANIZATIONAL MEETING

AGENDA

3:00PM

01/06/2020

1. Call to Order.
2. Veteran Paul Johnson will lead the Pledge of Allegiance.
3. Motion to nominate _____ as President Commissioner.
4. Motion to nominate _____ as Vice President Commissioner.
5. Motion to appoint Mark E. Derr as Administrator/Chief Clerk.
6. Motion to appoint Michéllé Pokrifka as County Solicitor and Donald L. Reihart as Assistant County Solicitor.
7. Motion to appoint the following Department Heads to serve at the pleasure of the Commissioners as listed in the agenda:

Agricultural Land Preservation – Patricia McCandless
Archives – Christy Depew
Area Agency on Aging – Mark Shea
Assessment/Tax Claim – Rachael White
Center for Traffic Safety – Barbara Zortman
Children, Youth & Families – Tanya Stauffer
Conservation District – Mark Kimmel
Conflict Counsel – Erin Thompson
Deputy Administrator – Kristy Bixler
Drug and Alcohol – Audrey Gladfelter
Office of Emergency Management – Michael Fetrow
Facilities Management – Scott Cassel
Finance/Budget – Thomas Hoover
HealthChoices – Taryn Maguire
Human Resources – Tiffany Trout / Kim Rinker
Human Services – Michelle Hovis
Information Services – Joseph Sassano
Mental Health/Intellectual & Developmental Disabilities – Sharon Harlacher
Parks – Tammy Klunk
Public Defender – Bruce Blocher
Public Relations – Mark Walters
Purchasing – Tina Blessing
Veterans Affairs – Terry Gendron
Weights & Measures – James Crager
Youth Development Center – Rodney Wagner

Oath of Office – Mark E. Derr, Chief Clerk

8. Motion to appoint John A. Klinedinst, Chief Administrative Officer C.S. Davidson, Inc., York, PA as York County's Engineer of Record.

9. Motion to appoint Murray Securus as York County's Insurance Broker of Record.

10. Motion to set the hours of operation for the County Departments as listed in the agenda:

8:00 a.m. – 4:30 p.m.

Adult Probation

Agriculture Land Preservation

Archives (Wednesdays by phone or email only)

Area Agency on Aging

Assessment and Tax Claim

Children, Youth & Families

Commissioners

Controller

Conflict Counsel

Court Appointed Special Advocates (CASA)

District Attorney

Divorce Masters

Drug & Alcohol

Elections & Voter Registration

Emergency Management Agency

Emergency Services

Health Choices

Human Resources

Human Services

Information Services

Juvenile Probation

Mental Health/Intellectual & Developmental Disabilities (MH/IDD)

Parks

Payroll

Penn State Cooperative Extension

Protection From Abuse (PFA)

Public Defender

Public Relations

Purchasing

Recorder of Deeds

Risk Management

Solicitor

Treasurer

Veterans' Affairs

Weights & Measures

6:00 a.m. – 4:30 p.m.

Coroner

7:30 a.m. – 4:30 p.m.

Domestic Relations

8:00 a.m. – 4:15 p.m.

Clerk of Orphans' Court

Court Administration

Register of Wills

8:15 a.m. – 4:30 p.m.

Clerk of Courts

8:30 a.m. – 4:30 p.m.

Center for Traffic Safety

Conservation District

Prothonotary

24 Hours/Day – 7 Days/Week

Emergency Operations Center (911)

Prison

Sheriff

Youth Development Center

Facilities

11. Motion to schedule the Commissioners' General Meeting on the first, third and fifth Wednesday of every month at 10:00a.m.

12. Motion to adopt Roberts' Rules of Order, as revised, to conduct the Commissioners' Meetings.

13. Motion to appoint Julie Wheeler to the York County Conservation District Board for a 1 year term effective January 1, 2020 through December 31, 2020.

14. Other Business.

15. Public Comment.

16. Motion to adjourn.

YORK COUNTY SALARY BOARD

ORGANIZATIONAL AGENDA - January 6, 2020

1. Call meeting to order.
2. Motion to create and approve the following General Fund positions, hourly rates, salaries, hours of work and fringe benefits as provided by existing collective bargaining agreements or as set forth in the York County Employee Handbook or York County Policy Manual for the following departments, with no additional benefits or concessions unless otherwise noted, effective January 1, 2020:

Department 01 - Commissioners

Department 02 - Solicitor

Department 03 - Maintenance - County Annex

Department 04 - Maintenance - Judicial Center

Department 05 - Voter Registration/Elections

Department 06 - Maintenance - Human Services Center

Department 07 - Assessment/Tax Claim

Department 08 - Weights and Measures

Department 13 - Maintenance - Administrative Center

Department 16 - Central Telephone

Department 17 - Information Services

Department 19 - Public Relations

Department 20 - Purchasing

Department 22 - Archives

Department 23 - Conservation District

Department 24 - Human Resources

Department 25 - Human Services

Department 26 - Drug & Alcohol

Department 27 - Traffic Safety

Department 28 - Mental Health/Intellectual & Developmental Disabilities

Department 29 - Ag Land Preservation

Department 33 - Youth Development Center
Department 34 - Maintenance – Youth Development Center
Department 35 - Health Choices Management Unit
Department 38 - Facilities Management
Department 39 - Prison
Department 40 - Children, Youth & Families
Department 56 - Conflict Counsel
Department 57 - Public Defender
Department 70 - Emergency Operations 911
Department 71 - Emergency Management Agency
Department 72 - Veterans Affairs
Department 73 - Maintenance - 911 Center
Department 74 - Parks
Department 75 – Public Works
Department 79 - Area Agency on Aging
Department 93 - Penn State Cooperative Extension
Department 94 - Mosquito Disease Control

3. Motion to authorize all departments to fill approved vacant positions starting at the minimum start rate within the designated pay level (N1 through N12 and E1 through E13), based upon prior, related experience.

Vacant positions and prior experience shall be reviewed by the Department of Human Resources prior to a wage offer being made by the hiring department.

4. Motion to create and approve the following positions, hourly rates, salaries, hours of work and fringe benefits as provided by existing collective bargaining agreements or as set forth in the York County Employee Handbook or York County Policy Manual for the following Elected Officials' departments, with no additional benefits or concessions unless otherwise noted, effective January 1, 2020: (Each elected official's department must be acted on separately.)

Department 09 - Treasurer

Department 11 - Payroll (Controller)

Department 12 - Controller

Department 15 - Recorder of Deeds

Department 50 - Register of Wills/Clerk of the Orphans Court

Department 51 - Sheriff

Department 52 - Coroner

Department 53 - Prothonotary

Department 54 - Clerk of Courts

Department 58 - District Attorney

Department 59 - Criminal Response Unit (Sheriff)

Department 82 - Retirement Benefits (Controller)

5. Motion to create and approve the following positions, hourly rates, salaries, hours of work and fringe benefits as provided by existing collective bargaining agreements or as set forth in the York County Employee Handbook or York County Policy Manual for the following Court-Appointed departments, with no additional benefits or concessions unless otherwise noted, effective January 1, 2020:

Department 31 - Juvenile Probation

Department 32 - Adult Probation

Department 55 - Domestic Relations

Department 61 - Court Administration

Department 66 - Magisterial District Justice Staff

Department 69 - Divorce Masters

6. Motion to approve the following cell phone stipends, as attached.
7. Motion to adjourn.

YORK COUNTY DEPOSITORY BOARD MEETING

AGENDA

1/6/20

1. Call meeting to order.
2. Board Membership: Commissioner Julie Wheeler, Commissioner Ronald Smith, Commissioner Doug Hoke, and Treasurer Barbara Bair.
3. Motion to nominate Commissioner Julie Wheeler as President of the Depository Board.
4. Motion to appoint Mark E. Derr, Administrator, as the Secretary to the Depository Board.
5. Motion to retain the following depositories at the noted banks, with the requirement that all checks, drafts, notes or orders drawn against the foregoing accounts must be signed by the County Commissioners, County Controller, and County Treasurer:

Financial Institution	Account Name	Account Number
Fulton Bank	COY - Agricultural Land Preservation Fund	000171433
	COY – Earn It Program	000171468
	COY-Escrow Account	000171476
	COY-York/Adams Drug & Alcohol Program	000171484
	COY-York County CDBG Revolving Fund	000171506
	COY-MH - IDD Program	000171514
	COY-Donations Fund	000171522
	COY-Domestic Relations Account	000171530

COY-Operating Account	000171573
COY-Comprehensive Service to the Aged	000171603
COY-Community Development Block Grant	000171611
COY-Payroll Account	000171638
COY-Liquid Fuels	000171646
COY-Retirement Fund	000171654
COY-Unclaimed Monies	000171662
COY-Weatherization	000171670
COY-General Tax Claim Bureau Account	000171689
COY-General Account	000172693
COY-Affordable Housing	000174041
COY-York Adams HealthChoices	000175846
COY-Local Use Fee Account	0090077681
COY –Capital Reserve Account	0090272721
COY – Demolition Fund	0090956481
COY – Ag Society Collateral	0091078752
COY – York Adams HC Joinder Governing Board Risk & Contingency	0091078922
COY - CYF AA SSA Fund	0092301935
COY - OPEB Fund	0093265461
COY-ACH Clearing Account	362218987
COY- 911 – Act 12 Account	362294153
COY-IV-D Incentive	362317450
COY 911 Act 78 Account	362320910
COY – Liquid Fuels Act 44	362320986
COY – Prepaid Workmans Comp	362470160
COY-Children, Youth & Families Account	363048762
COY-Continuum of Care Account	363049270
COY - DOE Weatherization Account	363215855
COY Marcellus Shale Bridge Maintenance Account	363216035
COY Marcellus Shale - Parks & Rec	363216664
COY Parks & Rec Rentals	363216673

	York Adams Health Choices Joinder GB Capitation	90436721
	York Adams Health Choices Joinder GB Reinvestment	90436730
	COY- Pleasant Acres Escrow Account	92195713
	Short Term Investment	92196024
	COY - Shadow Account TOA	980500072
M & T Bank	COY-Downtown Hanover Improvement Program	82909849
Invest	COY-General Fund Account	02-000000067-001 Pool 001
PLGIT	COY-General Fund Account	00003379011
	COY- GO Bond Series of 2019	33520
First National Bank	COY-Susquehanna Riverlands Project	537027468
Integrity	County of York – Money Market	2206001274
PSDLAF	COY - Easy Procure	71680101

- 6. Motion to retain the following Cash Revenue Investment M (CRIM) investment depositories, with the requirement that all drafts, notes or orders drawn against the foregoing accounts must be signed by the County Commissioners, County Controller, and County Treasurer:**

Financial Institution	Account Name	Account Number
CRIM - Fulton	COY – MHIDD	69-F152-01-6
	COY – Drug Action Strike Force	69-F305-01-0

Bank	COY-Comprehensive Service to the Aged	69-F154-01-2
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7. Motion to close the following bank accounts.

Financial Institution	Account Name	Account Number
Fulton Bank	COY Prothy Escrow - Commonwealth of PA DOT	0008085241
	COY Prothonotary Escrow Account	362320979
CRIM	COY-General Fund	69-F149-01-2
First National Bank	COY – York County Nursing (Employee Welfare Fund)	0536603350
	COY – York County Nursing (Resident Trust Fund Savings)	0626095715
	COY – York County Nursing (Donations checking)	0536603343
	COY – York County Nursing (Donations Savings)	7760501982
	COY – York County Nursing (Craft Room Account)	0536603160

8. Other business, if any.

9. Motion to adjourn.