

COMMISSIONERS' REORGANIZATIONAL MEETING

MINUTES

01/06/2020

The January 6, 2020 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

Administrator Mark Derr called the meeting to order at 3:00 p.m.

2. PLEDGE OF ALLEGIANCE

Paul Johnson led the Pledge of Allegiance.

3. NOMINATION OF PRESIDENT COMMISSIONER

Motion was made by Commissioner Hoke, seconded by Commissioner Smith and unanimously carried to nominate Julie Wheeler as President Commissioner.

4. NOMINATION OF VICE PRESIDENT COMMISSIONER

Motion was made by Commissioner Smith, seconded by President Commissioner Wheeler and unanimously carried to nominate Doug Hoke as Vice President Commissioner.

5. APPOINTMENTS

A. Administrator

Motion was made by Commissioner Hoke, seconded by Commissioner Smith and unanimously carried to appoint Mark E. Derr as Administrator.

B. County Solicitor

Motion was made by Commissioner Hoke, seconded by Commissioner Smith and unanimously carried to appoint Michelle Pokrifka as County Solicitor and Donald Reihart as Assistant Solicitor.

C. Department Heads

Motion was made by Commissioner Smith, seconded by Commissioner Hoke and unanimously carried to appoint the following Department Heads to serve at the pleasure of the Commissioners:

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 Gladfelder
 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
 Office of Emergency Management – Michael Fetrow
 Parks – Tammy Klunk
 Public Defender – Bruce Blocher
 Public Relations – Mark Walters
 Public Works – Barry Myers
 Purchasing – Tina Blessing
 Veterans Affairs – Terry Gendron
 Weights & Measures – James Crager
 Youth Development Center – Rodney Wagner

Administrator Mark E. Derr gave the Oath of Office to all the above appointees.

D. County Engineer of Record

Motion was made by Commissioner Hoke, seconded by Commissioner Smith and unanimously carried to appoint John A. Klinedinst, Chief Administrative Officer C.S. Davidson, Inc., York, PA as York County's Engineer of Record.

E. County Insurance Broker of Record

Motion was made by Commissioner Smith, seconded by Commissioner Hoke and unanimously carried to appoint Murray Securus as York County's Insurance Broker of Record.

6. HOURS OF OPERATION

A. County Departments

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

6:00 a.m. – 4:30 p.m.

Coroner

7:30 a.m. – 4:30 p.m.

Domestic Relations

Children, Youth & Families	
Commissioners	
Controller	
Conflict Counsel	<u>8:00 a.m. – 4:15 p.m.</u>
Court Appointed Special Advocates (CASA)	Clerk of Orphans' Court
District Attorney	Court Administration
Divorce Masters	Register of Wills
Drug & Alcohol	
Elections & Voter Registration	
Emergency Management Agency	<u>8:15 a.m. – 4:30 p.m.</u>
Emergency Services	Clerk of Courts
Health Choices	
Human Resources	
Human Services	
Information Services	<u>8:30 a.m. – 4:30 p.m.</u>
Juvenile Probation	Center for Traffic Safety
Mental Health/Intellectual & Developmental Disabilities (MH/IDD)	Conservation District
Parks	Prothonotary
Payroll	
Penn State Cooperative Extension	
Protection From Abuse (PFA)	<u>24 Hours/Day – 7 Days/Week</u>
Public Defender	Emergency Operations Center (911)
Public Relations	Prison
Purchasing	Sheriff
Recorder of Deeds	Youth Development Center
Risk Management	Facilities
Solicitor	
Treasurer	
Veterans' Affairs	
Weights & Measures	

7. COMMISSIONERS' MEETING SCHEDULE

A. Commissioners' General Meeting

Motion was made by Commissioner Smith, seconded by Commissioner Hoke and unanimously carried to schedule the Commissioners' General Meeting on the first, third and fifth Wednesday of every month at 10:00a.m.

8. CONDUCTION OF COMMISSIONERS' MEETINGS

A. Roberts Rules of Order

Motion was made by Commissioner Hoke, seconded by Commissioner Smith and unanimously carried to adopt Roberts' Rules of Order as revised to conduct the Commissioners' Meeting.

9. BOARD APPOINTMENT

A. Conservation Board

Motion was made by Commissioner Smith, seconded by Commissioner Hoke and unanimously carried to appoint President Commissioner Julie Wheeler to the Conservation Board for a 1 year term effective January 1, 2020 through December 31, 2020.

10. OTHER BUSINESS

President Commissioner Wheeler thanked the outgoing Commissioners and row officers, for their service and dedication to the county.

11. OTHER BUSINESS

No other business was reported.

12. ADJOURNMENT

There being no further business to come before the Board at this time, Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to adjourn the meeting at 3:07 p.m.

Respectfully submitted

Mark E. Derr,
Administrator /Chief Clerk