

**COMMISSIONERS' MEETING
MINUTES**

03/18/20

The March 18, 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

President Commissioner Julie Wheeler called the meeting to order at 10:05 a.m., Vice President Commissioner Doug Hoke, Commissioner Ron Smith, Administrator Mark Derr, Controller Greg Bower, Solicitor Michelle Pokrifka, Deputy Treasurer Meredith Schreffler and Commissioners' Administrative Assistant Darnell Musser present.

A. Opening Ceremony

Elected Official Bryan Tate, Register of Wills/Orphans Court, led the Pledge of Allegiance.

B. Invocation

Elected Official Allison Blew, Prothonotary.

2. PRESENTATION

Anne Walko, Planning Commission, gave an update on the 2020 Census and how important it is for everyone to take part in the census by going online at CountYork2020.com

3. CONSENT AGENDA

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve the Consent Agenda Items A through E as listed below:

A. Minutes from the March 4, 2020 Board of Commissioners' as submitted.

B. Subsidized Adoption Assistance Agreement between the County of York, on behalf of the 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>
ML, York, PA	KAO fka KAMPR	\$40.00

C. Service Provider Contract Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and **Hugh S. Smith, Ph.D. & Associates, P.C.**, located at **1834 Oregon Pike, Suite 4, Lancaster, PA, 17601** to replace the original agreement Exhibit B rate schedule to reflect the addition of

Forensic Psychological Evaluation at a rate of \$400.00 per evaluation with no other changes to the Agreement.

D. Service Provider Contract Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and **Jonathan M. Gransee Psy.D. & Associates P.C.**, located at **313 West Liberty Street, Suite 226, Lancaster, PA** to replace the original agreement Exhibit B rate schedule to reflect the addition of **Adaptive Behavior Assessment at a rate of \$168.13 per assessment** with no other changes to the Agreement.

E. Service Provider Contract Agreement First Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and **Triad Treatment Specialists, Inc.**, located at **1743 Rohrerstown Road, Lancaster, PA, 17601** to replace the original agreement Exhibit B rate schedule to reflect the change in rate of the **Juvenile Sexual Offender Risk Assessment from a rate of \$325.00 to a rate of \$400.00 per assessment** with no other changes to the agreement.

4. RESOLUTIONS

A. Resolution 2020-06

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to adopt Resolution 2020-06 and execute an approval document authorizing the issuance of revenue bonds in one or more tax-exempt and/or taxable series by the General Authority of Southcentral Pennsylvania in an aggregate principal amount not to exceed \$40,000,000, the proceeds of which will be used to provide funds for a project consisting of: (i) the payment (or reimbursement to the College) of all or a portion of the costs of certain capital expenditures on the College's campus; (ii) the refunding of the Pennsylvania Higher Educational Facilities Authority Multi-Mode Revenue Bonds (AICUP Financing Program – York College of Pennsylvania Project), Series 2014 T2 and Series 2014 T4; and (iii) the payment of certain costs of issuing the Bonds.

B. Resolution 2020-07

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to adopt Resolution 2020-07 stating, that it is desirable for the health, safety and welfare of the residents of York County and the areas served by the Applicant for the General Authority of Southcentral Pennsylvania to undertake the financing of the Project through the issuance of the Bonds in an aggregate principal amount not to exceed \$150,000,000 for the benefit of WellSpan Health, to provide funds for a project involving generally of the financing and/or refinancing of all or a portion of: (i) the costs of certain prior and/or future capital projects for the Applicant, including the costs of acquisition, construction, renovation, equipping and furnishing of various capital facilities included in

the WellSpan Health master facility plan and (ii) the costs of issuing the Bonds.

5. APPOINTMENTS

A. Tim Staub

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve the appointment of Tim Staub to the York County Land Bank Authority for a four year term effective March 1, 2020 through December 31, 2024.

B. York County Industrial Development Authority

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve the appointments of the following individuals as Board of Directors to the York County Industrial Development Authority.

Patti Stirk – 2 Year Term - Expiring December 31, 2022

Douglas Becker – 3 Year Term – Expiring December 31, 2023

C. York County Board of Assessment Appeals

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to appoint the following individuals to the York County Board of Assessment Appeals for four-year terms, effective January 1, 2020 through December 31, 2023:

Jay Matthews, York Township

Melinda Eppolito, Spring Garden Township

Ed Bender, Manchester Township

D. Municipal Tax Collector

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to appoint the following individuals as Deputy Tax Collector to fulfill the duties of the indicated Municipal Tax Collector as may be necessary, effective January 1, 2020 through December 31, 2021.

<u>Deputy Tax Collector</u>	<u>Tax Collector Municipality</u>
Bridget James, Tax Accountant	Delta Borough
Bridget James, Tax Accountant	Fawn Grove Borough
Bridget James, Tax Accountant	Mt Wolf Borough
Bridget James, Tax Accountant	Wellsville Borough
Bridget James, Tax Accountant	West York Borough
Bridget James, Tax Accountant	Yoe Borough

E. Tax Collector – Real Estate Taxes

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to appoint the following persons to fulfill the duties of the indicated Tax Collector for the collection of Real Estate Taxes effective January 1, 2020 through December 31, 2021.

<u>Name</u>	<u>Address</u>	<u>Municipality</u>
Rhonda Harpster	Franklin Township	Franklintown Borough
Debra Popp	Newberry Township	Lewisberry Borough
Debra Popp	Newberry Township	Goldsboro Borough
Debra Popp	Newberry Township	York Haven Borough

6. PURCHASES

A. Whitmoyer Auto Group, Mount Joy, Pennsylvania

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a purchase between the County of York, on behalf of Fleet Management, and Whitmoyer Auto Group, Mount Joy, Pennsylvania, for a 2020 Chevrolet Traverse all-wheel drive, for use by York County District Attorney's Detective Division, for a total cost of \$34,200.00, under a PA COSTARS contract.

B. John Deere Company, Cary, North Carolina

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a purchase between the County of York, on behalf of the Fleet Management, and John Deere Company, Cary, North Carolina, for Three (3) 1570 John Deere Terrain's Cut with attachments for use by York County Parks Department, at total cost of \$87,257.20, under a PA COSTARS contract.

C. John Deere Company, Cary, North Carolina

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a purchase between the County of York, on behalf of the Fleet Management, and John Deere Company, Cary, North Carolina, for a John Deere 1575 Terrain Cut with Cab, Mower Deck and Snow Blower, for use by the East End Maintenance Complex for a total cost of \$39,574.57, under a PA COSTARS contract.

D. Schaedler Yesco Distribution, Harrisburg, Pennsylvania

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a purchase between the County of York on behalf of the Facilities Management, and Schaedler Yesco Distribution, Harrisburg, Pennsylvania, to supply and install 14 Exterior Wall Sconce Lights at the Human Services Center, for a total cost of \$20,650.50 under Costars Contract (008-024).

E. Momentum, LLC, Mechanicsburg, Pennsylvania

Commissioner Smith 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 Information and Technology Services Department, and Momentum LLC, Mechanicsburg, Pennsylvania, for thirty-three (33) Laserfiche software and maintenance licenses, for a total cost of \$22,006.13, under a PA COSTARS contract.

7. CONTRACTS

A. Bradford County Children & Youth Services

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York, on behalf of the Youth Development Center, and Bradford County Children & Youth Services, to house Bradford County youth at the Youth Development Center at a daily rate of \$375.60 for the period of July 1, 2019 to June 30, 2020.

B. Stenograph, Elmhurst, Illinois

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York, on behalf of Court Administration, and Stenograph, Elmhurst, Illinois, to provide nineteen (19) support contracts for Cast CATalyst at \$610 per e-key, nineteen (19) CVNet licenses at \$189 per license, and nineteen (19) Diamante support contracts, basic/loaner, at \$445 per contracted device, for a total cost of \$23,636,00 for the period of March 24, 2020 to March 23, 2021.

8. SERVICES AGREEMENT

A. ElecTech Contracting, Lewisberry, Pennsylvania

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve a services agreement between the County of York, on behalf of the York County Information Services Department, and **ElecTech Contracting, Lewisberry, Pennsylvania**, for network cabling installation services for the Judicial Center for a total cost of \$22,243.00.

9. PROPOSAL

A. County Bridge No. 177, Baker Road

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve a proposal from C.S. Davidson, INC., for supplemental final design phase services for the replacement of **County Bridge No. 177, Baker Road** over the little Conewago Creek in Dover and West Manchester Townships, in the amount of \$13,827.85, on a time and materials not to exceed basis, extend the final design completion date to June 18, 2021 and authorize signature of the President Commissioner.

10. DECLARATION OF RESTRICTIONS AND COVENANTS

A. York County Rail Trail

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Declaration of Restrictions and Covenants between the County of York and the **York County Rail Trail** to provide access to the property located in Springettsbury Township identified as “A Long Codorus Creek” to insure the long term operation and maintenance of the Post Construction Stormwater Management Best Management Practices on the Property. There is no cost associated with the agreement other than the routine maintenance costs of the BMP’s after completion.

11. AGREEMENTS

A. Municipalities and School District

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve agreements between the York County Treasurer Office and the listed Municipalities and School District to fulfill the duties of the indicating Tax Collector for the collection of Real Estate Taxes effective January 1, 2020 through December 31, 2021.

Delta Borough
Fawn Grove Borough
Mt Wolf Borough
Wellsville Borough
West York Borough
Yoe Borough
South Eastern School District for Delta and Fawn Grove
West York School District for West York Borough

12. GRANT APPLICATIONS

A. Women’s Giving Circle of the York County Community Foundation

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to ratify the submission of a grant application, on behalf of the York County Department of Probation Services to the Women’s Giving Circle of the York County Community Foundation located at 14 West Market Street in York in the amount of \$10,760.00 with no matching amount to fund a the initiation of trauma informed yoga for women in the York County Wellness Courts. The project period is May 1, 2020 through June 30, 2021.

The breakdown of funding is as follows:

Yoga Instructors	\$6760
Room/Facility Costs	\$2600
Incentives for Participants	\$1400

B. Women’s Giving Circle of the York County Community Foundation

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to ratify the submission of a grant application, on behalf of the York County Department of Probation Services to the Women’s Giving Circle of the York County Community Foundation located at 14 West Market Street in York in the amount of \$8,500.00 with no matching amount to fund community outreach for ex-offender mentors to partner with at risk youth identified through the Juvenile Violence Initiative. The project period is May 1, 2020 through June 30, 2021.

The breakdown of funding is as follows:

Community Outreach and Education	\$3000
Challenge Coins for Mentors	\$500
Incentives for Mentors	\$4500
Recognition Dinner	\$500

13. TAX REFUND REGISTERS

A. Register 2020-02

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2020-02 authorizing payment of York County real estate tax refunds totaling \$3,376.26.

B. Register 2020-03

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2020-03 authorizing payment of York County real estate refunds totaling \$1,425.37.

14. CHECK REGISTER

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of March 11, 2020 totaling \$3,576,199.46.

Weekly Disbursement Totals for March 11, 2020

<u>Name</u>		<u>Amount</u>
General Fund		\$ 2,204,083.76
230014 ~ Records Improvement Escrow	\$ -	
230034 ~ ROD Automation Fees Escrow	\$ -	
230036 ~ ROW Automation Fees Escrow	\$ -	
230037 ~ COC Automation Fees Escrow	\$ 25.25	
230039 ~ Proth Automation Fees Escrow	\$ -	
Payroll		

Ag Land Preservation Escrow		
Marcellus Shale	\$	55,000.00
Unclaimed Money		
Donations		
Controlled Substance	\$	4,095.29
Human Services	\$	140,491.70
Children & Youth	\$	50,075.67
911	\$	16,590.32
911 Act 12		
YC Capital Reserve	\$	30,200.00
Liquid Fuels	\$	110,262.44
YC Local Use Fee	\$	27,044.18
Liquid Fuels Act 44		
Marcellus Shale Bridge Maintenance	\$	1,806.86
Prison Telephone		
Aging	\$	53,712.20
MH-IDD	\$	591,995.72
YAHC Joinder Gov Capitation	\$	5,092.49
YAHC Joinder Gov Reinvestment	\$	39,129.00
Domestic Relations		
Earn-It	\$	66.97
Weatherization Liheap	\$	21,662.88
Block Grant	\$	49,494.60
Affordable Housing	\$	463.01
Revolving Fund	\$	95.25
Continuum of Care	\$	37,699.95
Weatherization Doe	\$	2,484.85
Tax Claim	\$	60,680.16
Retirement	\$	73,686.12
Bonds		
Drug & Alcohol	\$	286.04
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Total	\$	3,576,199.46
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Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of March 18, 2020 totaling \$5,845,786.87.

Weekly Disbursement Totals for March 18, 2020

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 1,912,172.93
01	230014 ~ Records Improvement Escrow	\$ -
01		\$ -

01	230036 ~ ROW Automation Fees Escrow	\$	-	
01	230037 ~ COC Automation Fees Escrow	\$	-	
01	230039 ~ Proth Automation Fees Escrow	\$	-	
01	Payroll			
01	Ag Land Preservation			
01	Escrow			
01	Marcellus Shale			
03	Unclaimed Money			
04	Donations			
05	Controlled Substance		\$	2,128.00
06	Human Services		\$	3,214.95
07	Children & Youth		\$	1,028,552.00
08	911		\$	136,877.54
08	911 Act 12			
09	YC Capital Reserve		\$	1,225.00
10	Liquid Fuels		\$	1,130.09
10	YC Local Use Fee			
10	Liquid Fuels Act 44			
10	Marcellus Shale Bridge Maintenance			
11	Prison Telephone			
25	Aging		\$	44,883.16
28	MH-IDD		\$	551,281.76
32	YAHC Joinder Gov Capitation		\$	182.98
32	YAHC Joinder Gov Reinvestment		\$	2,400.00
35	Domestic Relations		\$	11,460.52
36	Earn-It			
40	Weatherization Liheap		\$	34,658.58
45	Block Grant		\$	3,517.18
46	Affordable Housing		\$	205.15
47	Revolving Fund		\$	205.75
50	Continuum of Care			
51	Weatherization Doe		\$	369.26
72	Tax Claim		\$	1,896,650.24
75	Retirement			
80	Bonds		\$	135,346.90
90	Drug & Alcohol		\$	79,324.88
	Total			\$ 5,845,786.87

15. REPORT OF EXECUTIVE SESSIONS

Commissioner Wheeler reported that there was an executive session held to discuss personnel issues.

16. OTHER BUSINESS

Commissioner Smith made a motion seconded by Commissioner Hoke and unanimously carried to approve and ratify the Emergency Declaration issued by the York County Board of Commissioners' on Monday March 16, 2020.

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York, on behalf of Elections/Voter Registration, and Single Point Sourcing, Dillsburg, Pennsylvania, to provide ballot printing services for the 2020 Primary Election at a cost not to exceed \$35,000.00. Contingent upon final contract negotiations.

17. PERIOD OF PUBLIC COMMENT

Commissioner Wheeler commented on the Coronavirus. The county is currently closed to the public until at least April 3, 2020. Commissioner Wheeler will keep the County employees updated on information.

18. 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 10:45 a.m.

Respectfully submitted

Mark E. Derr,
Administrator /Chief Clerk