

**COMMISSIONERS' MEETING  
MINUTES**

**04/29/20**

The April 29, 2020 York County Board of Commissioners Meeting was held at the York County Administrative Building, 28 E. Market St., 2<sup>nd</sup> Fl. York, PA 17401.

**1. CALL TO ORDER**

President Commissioner Julie Wheeler called the meeting to order at 10:00 a.m., Vice President Commissioner Doug Hoke, Commissioner Ron Smith, Administrator Mark Derr, Controller Greg Bower, Treasurer Barbara Bair, Solicitor Michelle Pokrifka, and Commissioners' Liaison Officer Rebecca Laird present.

**A. Opening Ceremony**

Veteran Daniel Byrnes, Marine Corps, Clerk of Courts, led the Pledge of Allegiance.

**B. Invocation**

Bryan Tate, Register of Wills, gave the invocation.

**2. PROCLAMATION**

**A. Conservation District Week – May 3-9, 2020**

Commissioner Hoke read the proclamation for Conservation District week. Commissioner Hoke read on behalf of Mark Kimmel, Conservation District Manager; In 1948 at the request of 500 farmers, The York County Conservation District was formally established by the County Commissioners. Our mission today still is protecting and improving our natural resources, for present and future generations. Soil and water are at the top of the list. Without an abundant clean water supply, we have no life period. Without sustainable soils farmers have no food. With local citizens volunteer leadership and professional staff we continue to provide education, planning, technical and financial assistance, as the cornerstones of the York County Conservation Districts Mission. With the support of each one of us, we can leave York County better than we found it, for present and future generations to enjoy. COVID-19 took away our usual activities, but we can all plant a tree, take a walk, do a trash pickup or go fishing as we celebrate Conservation District Week.

**3. CONSENT AGENDA**

Commissioner Hoke made a motion seconded by Commissioner Smith and unanimously carried to approve the consent agenda items A through D as listed below:

A. Minutes from the April 15, 2020 Board of Commissioner Meeting as submitted.

- B. Unlicensed Host Home Subsidy Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and **ED**, York, PA, as host of **WR**, a dependent youth, authorizing subsidy payments at a rate of \$27.00 per day until the youth reaches the age of 21 years or until such time that the youth chooses to leave dependent care before the age of 21 years.
- C. Service Provider Contract Agreement Amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and United Way of York County, Youth Court Alliance to amend the rate schedule of the original agreement to reflect the change in rate of the **Referral Activity of Youth Court Alliance Program** from a rate of **\$75.50 per hour** to a rate of **\$154.75 per hour**, with no other changes made to the agreement.
- D. Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service provider at the rates indicated, for the period of July 1, 2019 through June 30, 2020:

**Youth Transit Authority, LLC - PO Box 190, Hummelstown, PA 17036**

<u>Programs</u>	<u>Rates</u>
One Transportation Specialist and Vehicle for Low Risk Transport	\$55.00 / Hour
Two Transportation Specialists and Vehicle for High Risk Transport	\$75.00 / Hour
Additional Driver – approval required	\$28.25 / Hour
Tolls	Cash Price of Tolls
Meals, up to allowable rates, for Transport and Specialists when required	Breakfast - \$10.00 Lunch - \$15.00 Dinner - \$25.00

(Receipts required for Tolls/Meals)

#### **4. PURCHASE**

##### **A. Global Data Consultants LLC, Chambersburg, Pennsylvania**

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve the purchase between the County of York, on behalf of the Information and Technology Services Department, and Global Data Consultants LLC, Chambersburg, Pennsylvania, for 10 Microsoft Surface Books and accessories, for a total cost of \$18,927.98, under a PA COSTARS contract. This is being funded with a Juvenile Probation grant.

#### **5. SETTLEMENT AGREEMENT**

##### **A. David Luck**

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a settlement agreement, on behalf of the Human Resources Department, for David Luck vs. the County of York.

## **6. CONTRACTS**

### **A. Varipro Benefits Administrators, Grand Rapids, MI**

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a contract renewal between the County of York, on behalf of the Human Resources Department, and Varipro Benefits Administrators, Grand Rapids, MI, to provide processing of non-Medicare eligible claims as submitted by County retirees currently insured through a supplemental Medicare plan, for a total cost of \$30.00 per claim with a monthly minimum fee of \$300.00.

Kristy Bixler, Deputy Administrator, spoke about the renewal of Varipro Benefits.

### **B. Emergency Services Marketing Corp., Inc, Dewitt, New York**

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a contract agreement between the County of York, on behalf of the Office of Emergency Management, and Emergency Services Marketing Corp., Inc, Dewitt, New York, to provide web based iamresponding software for mobile dispatches for the hazmat team, live tracking Hazmat calls, and scheduling training, for a total cost of \$300.00, for the period of June 29, 2020 to June 28, 2021.

### **C. Columbia County Children and Youth**

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a contract agreement between the County of York on behalf of the Youth Development Center, and Columbia County Children and Youth, to house Columbia 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.

## **7. AUTHORIZE**

### **A. Herbert, Rowland & Grubic, Inc.**

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve and authorize the President of the York County Board of Commissioners to sign a professional services agreement with Herbert, Rowland & Grubic, Inc., for the design and construction management of the 2020 Bridge Maintenance Program for a lump sum fee of \$69,400.00 inclusive of expenses except advertising.

Mark Derr, Administrator, commented that this is a Bridge Maintenance Program the County authorizes every year.

## **8. GRANT**

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

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve the submission of a grant application, on behalf of the District Attorney, to the Pennsylvania Commission on Crime and Delinquency, Harrisburg, Pennsylvania, for the purchase of one (1) 3D laser scanner and peripherals, the purchase of seven (7) recording devices and payment of a one-time connection fee for the offices Precious Metals database to allow for sharing to criminal justice agencies statewide for a total grant amount of \$149,967.00, for the period of October 1, 2020 to September 30, 2021.

Kyle King, Administrator for the District Attorney's Office spoke about the benefits of the Precious Metals Database.

## **9. CONTRACT AFTER BID AWARD**

### **A. Spring Grove Area Ambulance, Spring Grove, PA**

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a contract, after bid award, to Spring Grove Area Ambulance, Spring Grove, PA on behalf of the York County Coroner's Office for local decedent transport services and for autopsy transport services to Lehigh Valley Hospital. Local transport services are billed at \$300.00 per transport plus load mileage fees of \$5.00 per mile. Autopsy transport service fees are \$550.00 per transport. The contract term commences on May 1, 2020 and is for one year.

## **10. RIGHT OF ENTRY**

### **A. United States of America (Department of the Army)**

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a right of entry on behalf of the Parks and Recreation Department to grant permission for United States of America (Department of the Army) to enter and exit the Northern Extension parking lot for conduit repairs.

## 11. AMENDED PETITION

### A. Saxton & Stump, LLC.

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve:

- A. The filing of an Amended Petition with the Court to add Saxton & Stump, LLC, as Special Legal Counsel for representation in Intellectual Property and Patent Litigation matters.
- B. The execution of a Fee Agreement with Saxton & Stump, LLC, to provide representation to the County of York, at no cost to the County, as such costs are being paid by Text Behind, Inc.  
Solicitor Pokrifka clarified the definition of the petition and the fee agreement.

## 12. RESOLUTIONS

### A. Resolution 2020-10

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2020-10 tabled from the April 1, 2020 Commissioners' Meeting, which provides for the waiving of county real estate tax penalties for the tax year 2020. Such waiver of penalties expires on December 31, 2020.

Mark Derr, Administrator explained the Resolution.

### B. Resolution 2020-13

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2020-13 authorizing Barry L. Myers, Director of the Public Works Department, Joshua P. Dewees, Assistant Superintendent of the Parks and Recreation Department, and Michael E. Fobes, Director of the Parks and Recreation Department, to register with the Department of Environmental Protection e-Permitting System to be an Electronic Filing Administrator on behalf of the County of York.

### C. Resolution 2020-14

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2020-14 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 2019 Action Plan 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</u>	<u>To</u>
Manchester Borough	\$244.13	Unprogrammed Funds	45532381
Wellsville Borough	\$414.94	Unprogrammed Funds	45532378

#### **D. Resolution 2020-15**

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2020-15 on behalf of the Community Development Department of the York County Planning Commission, authorizing the following change to the 2019 Annual Action Plan, as amended, under the York County Community Development Block Grant program funded by U. S. Department of Housing and Urban Development, Washington, D.C.:

<u>Activity</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
YCPC, Quarantine Services	\$10,000.00	Unprogrammed Fund	new

#### **13. POLICY**

##### **A. Policy GI-17.1**

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to Suspend Policy GI-17.1 Pandemic COVID-19 Work Operations Modifications (Such policy was initially in effect until April 3, 2020 and then extended until April 10, 2020).

#### **14. AMEND MINUTES**

##### **A. Public Meeting March 18, 2020**

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to amend the minutes of the public meeting of March 18, 2020 to include the ratification of the Declaration of Emergency Relief which was adopted by the Commissioners at a meeting on March 16, 2020.

#### **15. TAX REFUND REGISTER**

##### **A. Register 2020-06**

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Tax Refund Register 2020-06 authorizing payment of York County real estate tax refunds totaling \$16,472.94.

#### **16. CHECK REGISTER**

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of April 22, 2020 totaling \$8,256,125.50.

**Weekly Disbursement Totals for April 22, 2020**

<b><u>Fund</u></b>	<b><u>Name</u></b>	<b><u>Amount</u></b>
01	General Fund	\$ 3,185,207.45
01	230014 ~ Records Improvement Escrow	\$ 2,200.00
01	230034 ~ ROD Automation Fees Escrow	
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	\$ 924.78
05	Controlled Substance	\$ 200.00
06	Human Services	\$ 36,608.66
07	Children & Youth	\$ 663,770.00
08	911	\$ 35,923.22
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	\$ 109,318.60
10	YC Local Use Fee	\$ 9,304.21
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	\$ 126,161.51
28	MH-IDD	\$ 459,050.16
32	YAHC Joinder Gov Capitation	\$ 15,645.10
32	YAHC Joinder Gov Reinvestment	\$ 6,800.00
35	Domestic Relations	\$ 486.75
36	Earn-It	
40	Weatherization Liheap	\$ 4,881.48
45	Block Grant	\$ 36,537.50
46	Affordable Housing	\$ 3,567.14
47	Revolving Fund	\$ 3,895.00
50	Continuum of Care	\$ 9,337.89
51	Weatherization Doe	
71	Land Preservation Fund	
72	Tax Claim	\$ 3,533,291.33
75	Retirement	\$ 15,214.72
80	Bonds	
90	Drug & Alcohol	
	<b>Total</b>	<b>\$ 8,256,125.50</b>

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of April 29, 2020 totaling \$9,941,676.29.

## Weekly Disbursement Totals for April 29, 2020

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 685,994.51
01	230014 ~ Records Improvement Escrow	
01	230034 ~ ROD Automation Fees Escrow	
01	230036 ~ ROW Automation Fees Escrow	
01	230037 ~ COC Automation Fees Escrow	
01	230039 ~ Proth Automation Fees Escrow	
01	Payroll	\$ 9,499.05
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
03	Unclaimed Money	\$ 23,637.62
04	Donations	\$ 25.00
05	Controlled Substance	\$ 25,215.00
06	Human Services	\$ 167,968.69
07	Children & Youth	\$ 776,161.11
08	911	\$ 568.89
08	911 Act 12	
09	YC Capital Reserve	
10	Liquid Fuels	\$ 25,761.64
10	YC Local Use Fee	\$ 37,240.00
10	Liquid Fuels Act 44	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	\$ 147,814.59
28	MH-IDD	\$ 316,828.22
32	YAHC Joinder Gov Capitation	\$ 7,150,541.85
32	YAHC Joinder Gov Reinvestment	\$ 24,401.00
35	Domestic Relations	\$ 17,920.76
36	Earn-It	
40	Weatherization Liheap	\$ 19,510.63
45	Block Grant	
46	Affordable Housing	\$ 21,860.40
47	Revolving Fund	
50	Continuum of Care	
51	Weatherization Doe	
71	Land Preservation Fund	
72	Tax Claim	\$ 163.25
75	Retirement	\$ 371,863.33
80	Bonds	\$ 2,169.00
90	Drug & Alcohol	\$ 116,531.75
	<b>Total</b>	<u>\$ 9,941,676.29</u>

## **17. REPORT OF EXECUTIVE SESSIONS**

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

## **18. OTHER BUSINESS**

Wade Gobrecht, York County Planning Commission, presented a new Recreational Viewer, developed by the Planning Commission located on their website [www.ycpc.org](http://www.ycpc.org). It has all the York County and bordering county parks, trails and other recreational activities.

Commissioner Wheeler reported that UPMC is expanding their COVID-19 testing locations to better serve Hanover residents. They will be doing COVID-19 testing at UPMC Hanover, Outpatient Center, it will be open in Hanover in early May. UPMC announced recently that they are working on developing antibody test capabilities. UPMC and the Hanover Chamber of Commerce are hosting a town hall this Thursday April 30th from 1:00 p.m. to 2:00 p.m.

WellSpan has recently released a COVID-19 data dashboard which can be found on their website [www.wellspan.org](http://www.wellspan.org). The dash board provides daily updates, including testing and patient cases across WellSpan, within each of the communities it serves. The data will only reflect WellSpan patients.

Reminder for everyone, the deadline for the mail in ballot requests is May 26<sup>th</sup>. There has been a tremendous increase in the number of mail in ballot requests. The Elections Department has had 23,000 requests for mail in ballots already. The Department of Elections is working hard to make sure they process the 23,000 requests.

Sully Pinos, York County Economic Alliance, shared again that [www.preparedyork.com](http://www.preparedyork.com) has great resources related to the COVID-19 crisis. They are continuously updating the website as they receive information. The first virtual job fair was held this past Friday to help people who are looking for employment due to the impact from the COVID-19 crisis. There will be another virtual job fair this Friday, hosted on their Facebook page.

Commissioner Wheeler reiterated that the County will remain closed to the public through May 31<sup>st</sup>.

Commissioner Wheeler reminded citizens, Give Local York is this Friday May 1st. You can donate online.

## **19. PERIOD OF PUBLIC COMMENT**

Mark Walters, Public Information Officer, read the public comments from the Facebook feed:

Pastor Willian Kearney had a question for Sully Pinos about the sold out sessions for the ten year plan.

Ryan Supler, asked about having the minutes updated for him to view online.

## **20. 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 10:49 a.m.

Respectfully submitted

Mark E. Derr,

Administrator /Chief Clerk