

**COMMISSIONERS' MEETING
MINUTES**

07/01/20

The July 1, 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 to order the July 1, 2020 meeting at 10:00 a.m.

Present: Vice President Commissioner Doug Hoke, Commissioner Ron Smith, Administrator Mark Derr, Solicitor Michelle Pokrifka, and Executive Assistant to the President Commissioner Rebecca Laird.

A. Opening Ceremony/ Pledge of Allegiance

Veteran, Daniel Byrnes, Clerk of Courts.

B. Invocation

John Klinedinst, County Engineer.

2. PRESENTATION

Michelle Hovis, Executive Director of Human Services, presented the 2020-2021 Human Services Block Grant plan to the Board of Commissioners'. The due date for the plan is July 15th. If the public has any concerns or questions about the plan visit the website www.YorkCountyHumanServices.org. You can submit an email concern or call the office at 717-771-9347.

3. CONSENT AGENDA

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

- A. The minutes from the June 17, & 22, 2020 Board of Commissioners' Meetings 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>
DH & DS, York PA	SAIJ fka SAIJ	\$33.75
DH & DS, York PA	KAW fka KAW	\$33.75
AM & JM, Angleton TX	CGM fka SLF	\$27.00
JR, York PA	ADB fka ABB	\$27.00
JR, York PA	FLB fka FLB	\$27.00
PW and LW, York PA	CMW fka CA-MB	\$11.00
PW and LW, York PA	CRW fka CB	\$40.00

C. Subsidized Permanent Legal Custodianship Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and **TK**, York, PA as Custodian of **HNUD**, a minor child, authorizing custodianship subsidy payments at a rate of \$26.00 per day until the child reaches the age of 18 years.

D. Service Provider Agreement and HIPAA Business Associate Agreement Addendum between County of York, on behalf of the York County Office of Children, Youth and Families and **Avanco International, Inc.**, Fairfax, VA effective July 1, 2020, to provide software licensing and support services for the Child Accounting and Profile System (CAPS) with an annual fee of **\$83,897.92**.

E. Consulting Services Addendum to Child Accounting and Profile System Application Service Provider Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and **Avanco International, Inc.**, Fairfax, VA, redefining a few terms in the original agreement with having following services with costs not to exceed **\$50,000.00** and hourly rates as follows:

<u>Category</u>	<u>Rate</u>
Research Analyst	\$54.50/hour
Junior Programmer	\$65.40/hour
Junior Programmer Analyst	\$73.00/hour
Programmer Analyst	\$76.20/hour
Senior Programmer Analyst	\$78.70/hour
Developer	\$92.50/hour
Senior Developer	\$111.20/hour
Project Director	\$125.00/hour

F. 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 May 1, 2020 through June 30, 2020:

Lancaster County Youth Intervention Center – 235 Circle Avenue, Lancaster, PA 17602

<u>Programs</u>	<u>Rates</u>
Juvenile Detention	\$305.35/Day
Staff Secure Shelter	\$191.76/Day
Constant Watch – Detention /Add On	\$75.00/Day
Constant Watch – Shelter/Add On	\$75.00/Day

4. LETTERS OF AGREEMENT

A. Court Reporting Network's

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve letters of agreement between the County of York, on behalf of the Adult Probation Department and the following agencies listed below to provide Court Reporting Network's (CRN's), Driving Under the Influence (DUI) education classes, and intervention/treatment to Driving Under the Influence (DUI) clients for the period of July 1, 2020 through June 30, 2021.

Gaudenzia West	True North Wellness Services
WellSpan Behavioral Health Services	Mazzitti & Sullivan
White Deer Run	New Insights II
Yorktown Psychological & Addictions Services	Pennsylvania Counseling Services
Rehab After Work	T.W Ponessa & Assoc. Counseling
Blueprints for Addiction Recovery	Pyramid Health
Colonial House Outpatient	Open Arms Recovery Center

5. CONTRACTS

A. VRI, Franklin, Ohio

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a contract agreement amendment between the County of York, on behalf of the Area Agency on Aging Department, and VRI, Franklin, Ohio, for Fiscal Year 2019-2020 due to the provider exceeding their original contract amount of \$1,500.00, increasing it to \$3,950.00.

B. Bradford County Children Youth Services

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 Bradford County Children Youth Services to house Bradford County Youth for \$375.60 per day for a period of July 1, 2020 through June 30, 2021.

C. Mackereth Consulting, York, Pennsylvania

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 Human Resources Department, and Mackereth Consulting, York, Pennsylvania, to provide mentoring for county management/supervisors at the rate of \$175.00 per hour, up to a maximum of \$7,500.00, for the period of July 1, 2020 through June 30, 2021. – Commissioner Smith asked if the money is available in the training budget.

D. Cadapult Ltd., Newark, Delaware

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 Facilities Management Department, and Cadapult Ltd., Newark, Delaware, for internet web hosting for the Cadapult maintenance tracking system for the annual fee of \$1,825.00 and a one-time transition fee of \$875.00.

6. MEMORANDUM OF UNDERSTANDING

A. The Pennsylvania Department of State, Harrisburg, Pennsylvania

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a Memorandum of Understanding between the County of York, on behalf of the Information and Technology Services Department, and The Pennsylvania Department of State, Harrisburg, Pennsylvania, to provide an Albert Network Security Sensor at no cost to the county.

7. MANAGEMENT AGREEMENT

A. County of York and the County of Adams

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve a bridge management agreement between the County of York and the County of Adams identifying the jointly owned bridges that transverse both York and Adams Counties, designating which bridges are assigned to each county under the PennDOT Bridges Maintenance System, outlining the management responsibilities for both counties and providing that the counties agree to share equally in the management responsibility costs. – Solicitor Pokrifka discussed that Adams County and York County came to an agreement on the 2 adjoining bridges, each county to be responsible for one of the bridges. York shall be responsible for Bridge 158 and Adams County to be responsible for Bridge 156.

8. SUBMISSION

A. York County Human Services Department

Commissioner Hoke made a motion, seconded by Commissioner Smith and unanimously carried to approve the submission of the Human Services Block Grant Plan on behalf of the York County Human Services Department for Fiscal Year 2020-2021, which includes funding for services related to Mental Health; Intellectual and Developmental Disabilities; Substance Use Disorders; Homeless/Near Homeless; and Low-Income, and includes a required York County match in the amount of \$592,112.00.

9. PURCHASES

A. CDW-G, Chicago, Illinois

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 Information and Technology Services Department, and CDW-G, Chicago, Illinois, for the licensing of various Microsoft software products, for a total cost of \$241,803.89, under a PA COSTARS contract.

B. CDW-G, Chicago, Illinois

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 Information and Technology Services Department, and CDW-G, Chicago, Illinois, for six (6) Microsoft SQL Server Licenses, for a total cost of \$19,586.58, under a PA COSTARS contract.

C. Phillips Workplace Interiors, 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 District Attorney’s Office, and Phillips Workplace Interiors, Harrisburg, Pennsylvania, for office equipment, for a total cost of \$10,234.17.

D. Whitmoyer Auto Group, Mount Joy, 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 Fleet Management, and Whitmoyer Auto Group, Mount Joy, Pennsylvania, for three (3) 2020 Ford Escapes all-wheel drive, for use by York County Children, Youth & Families Department, for a total cost of \$73,500.00, under a PA COSTARS contract.

E. McClure Company Harrisburg, 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 Facilities Management Department, and McClure Company Harrisburg, Pennsylvania, to replace 2 diverting valves and actuators and 2 isolation valves and actuators for the building cooling tower at the Judicial Center, at a cost of \$43,827.00 under a PA COSTAR contract. – Administrator Mark Derr commented the funds will come from the capital reserve fund.

10. BI-LAWS

A. Area Agency on Aging

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve a change in the Area Agency on Aging Advisory Council by-laws to include changes in meeting frequency, to increase the number of board members, provide for a conflict of interest policy, modify the term of the board members, modify the process for bylaws amendment, along with other non-material updates.

11. AUTHORIZATION

A. Weatherization Services

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to authorize the approval and execution of contract agreements for the following qualified contractors to provide weatherization services for the York County Weatherization Programs for a five (5) year term effective July 1, 2020 through June 30, 2025, with a 2% pricing increase effective annually July 1 of each consecutive year.

- Cool Masters Cooling & Heating
- Gingerich Plumbing Heating & Air Conditioning
- Gohn & Stambaugh, Inc
- King Conservation Group
- Efficient Home LLC
- Advanced Efficiency Worx LLC
- Sands Electric

B. Lancaster Housing Opportunity Partnership's York Housing Opportunity Center

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to authorize an extension to the original contract agreement between the County of York and Lancaster Housing Opportunity Partnership's York Housing Opportunity Center, to provide down payment and closing cost assistance for qualified First Time Homebuyers, for the York County Homebuyer Assistance Program, for an additional six (6) month period beginning July 1, 2020 through December 31, 2020.

C. General Obligation Bonds, Series of 2020

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to authorize the County of York to proceed with the preparation of financial and legal documents and an S&P Credit Rating for the issuance of General Obligation Bonds, Series of 2020 to advance refund of the County's General Obligation Bonds, Series of 2013 for debt service savings, refund it's \$60.56 million Floating Rate Note and terminate the related swaps and fund capital projects including the purchase of the property at 2401 Pleasant Valley Road. – Administrator Mark Derr commented that the process for this started in February 2020. This is a great opportunity to move forward with this financial transaction.

12. AWARD

A. Ankiewicz Enterprises Inc. of Tamaqua, Pennsylvania

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to award a contract to Ankiewicz Enterprises Inc. of Tamaqua, Pennsylvania, for the construction of the County Complex Development public improvements. These improvements are associated with the transfer of the Pleasant Acres Nursing and Rehabilitation Center and the subdivision plan approved by Springettsbury Township at the lowest bid price of \$1,365,775.00. – Administrator Mark Derr commented the subdivision had to take place because of the sale of PANRC. There is money reserved from the sale to cover cost of the subdivision.

13. SUBSTANTIAL AMENDMENT

A. Coronavirus Aid, Relief, and Economic Security Act (CARES Act)

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve the following substantial amendment to the 2019 York County Annual Action Plan in response to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The U.S. Department of Housing & Urban Development has allocated \$1,312,833.00 in Community Development Block Grant Coronavirus (CDBG-CV) funds and \$640,548 in Emergency Solutions Grant Coronavirus (ESG-CV) funds to York County. These special allocations will be used to prevent, prepare for, and respond to the Coronavirus pandemic in the community. –George Barnock, Planning Commission, discussed the allocations are separate from the counties \$40M grant money. They will be receiving these funds which will be allocated for additional housing and shelter opportunities. Joiann Galiano discussed the process to determine where the needs are. If you are experiencing homelessness, call 211.

CDBG-CV Program - \$1,312,833
ESG-CV Program - \$640,548

HOME 2019 Administration - \$200,425
HOME Operating Reserves Program - \$300,000

14. PROPOSAL

A. PFM Swap Advisors, LLC, Philadelphia, Pennsylvania

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve a proposal between the County of York and PFM Swap Advisors, LLC, Philadelphia, Pennsylvania, in the amount of \$24,000.00 to serve as the Swap Advisor in relation to the County's plan to terminate the outstanding Basis Swap transactions with the Royal Bank of Canada that were entered into on December 1, 2008.

15. APPOINTMENT

A. Area Agency on Aging Advisory Council

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve the appointment of Karen Mansberger as a new member to the Area Agency on Aging Advisory Council for a three (3) year term from June 1, 2020 through May 31, 2023.

16. RESOLUTION

A. Resolution 2020-20

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve Resolution 2020-20 on behalf of the Community Development Department of the York County Planning Commission, to approve the following changes to U. S. Department of Housing and Urban Development, Washington, D. C., funded Community Development Block Grant program funded activities, as approved in the York County 2019 Annual Action Plan, as amended

<u>Activity</u>	<u>Amount</u>	<u>From Activity #</u>	<u>To Activity #</u>
Housing Assistance Delivery	\$60,000.00	45632355	45230019
Home Improvement Grants	\$60,000.00	45230019	45632356

17. CHECK REGISTER

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of June 24, 2020 totaling \$4,476,428.83.

Weekly Disbursement Totals for June 24, 2020

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 1,220,766.42
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	
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
03	Unclaimed Money	

04	Donations		
05	Controlled Substance	\$	2,607.90
06	Human Services	\$	6,600.00
07	Children & Youth	\$	454,545.34
08	911	\$	36,379.19
08	911 Act 12		
09	YC Capital Reserve		
10	Liquid Fuels	\$	123,635.38
10	YC Local Use Fee		
10	Liquid Fuels Act 44		
10	Marcellus Shale Bridge Maintenance		
11	Prison Telephone		
25	Aging	\$	178,274.90
28	MH-IDD	\$	289,385.90
32	YAHC Joinder Gov Capitation	\$	3,587.36
32	YAHC Joinder Gov Reinvestment	\$	4,608.50
35	Domestic Relations	\$	35,338.03
36	Earn-It		
40	Weatherization Liheap	\$	1,527.09
45	Block Grant	\$	12,813.85
46	Affordable Housing		
47	Revolving Fund		
50	Continuum of Care	\$	17,036.41
51	Weatherization Doe		
71	Land Preservation Fund		
72	Tax Claim	\$	21,280.05
74	OPEB Trust		
75	Retirement	\$	2,016,818.83
80	Bonds		
90	Drug & Alcohol	\$	51,223.68
	Total	<u>\$</u>	<u>4,476,428.83</u>

Commissioner Smith made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of July 1, 2020 totaling \$4,260,397.22.

Weekly Disbursement Totals for July 01, 2020

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 2,432,386.89
01	230014 ~ Records Improvement Escrow	\$ 171.00
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	\$	333.00
05	Controlled Substance		
06	Human Services	\$	21,317.91
07	Children & Youth	\$	1,347,233.58
08	911	\$	7,169.90
08	911 Act 12		
09	YC Capital Reserve	\$	45,727.92
10	Liquid Fuels	\$	12.00
10	YC Local Use Fee		
10	Liquid Fuels Act 44		
10	Marcellus Shale Bridge Maintenance		
11	Prison Telephone		
25	Aging	\$	47,969.81
28	MH-IDD	\$	144,192.19
32	YAHC Joinder Gov Capitation		
32	YAHC Joinder Gov Reinvestment	\$	17,136.56
35	Domestic Relations	\$	74.03
36	Earn-It		
40	Weatherization Liheap	\$	7,102.20
45	Block Grant	\$	29,587.23
46	Affordable Housing	\$	24,185.53
47	Revolving Fund		
50	Continuum of Care	\$	10,117.19
51	Weatherization Doe	\$	6,380.17
71	Land Preservation Fund		
72	Tax Claim		
74	OPEB Trust		
75	Retirement	\$	67,455.43
80	Bonds	\$	52,015.68
90	Drug & Alcohol		
	Total		<u><u>\$ 4,260,397.22</u></u>

18. REPORT OF EXECUTIVE SESSIONS

Commissioner Wheeler reported that there was an executive session to discuss litigation matters including the status of settlement negotiations and case management progress in several cases.

19. OTHER BUSINESS

Sully Pinos, York County Economic Alliance, gave an update on the small business loan program. For any help, information or to apply please visit, PABusinessgrants.com or Preparedyork.com. The YCEA and Downtown Inc. were able to award 30 local small business grants totaling \$100,000 provided through funds from Give Local York. The YCEA launched a Trail Towns Program. Walking tours took place in Seven Valleys, Glen Rock, Railroad and New Freedom, for locals to explore and give their comments on signage and facilities along the trails. George Street will be closed for outside dining beginning July 10th through September 7th every Friday 5:30 p.m. - Closing, Saturday 1:00 p.m. - Closing and Sunday 1:00 p.m. - Closing.

20. PERIOD OF PUBLIC COMMENTS

Commissioner Wheeler announced that the Coroner's Office will be moving from the Annex to a newly renovated space located at the prison on Monday July 6th.

21. 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 10:53 a.m.

Respectfully submitted

Mark E. Derr,
Administrator /Chief Clerk