

**COMMISSIONERS' MEETING
MINUTES**

09/30/20

The September 30, 2020, York County Board of Commissioners Meeting was held at the York County Administrative Building, 28 E. Market St., 2nd Fl. York, PA 17401. Extra public seating was available in the Basement Conference Room to accommodate social distancing related to COVID-19.

1. CALL TO ORDER

President Commissioner Julie Wheeler called to order the September 16, 2020, meeting at 10:00 a.m.

Also Present: Vice President Commissioner Doug Hoke, Commissioner Ron Smith, Deputy Administrator/ Chief Clerk, Kristy Bixler, Solicitor Michelle Pokrifka, Controller Greg Bower, Executive Assistant to the President Commissioner Rebecca Laird.

A. Opening Ceremony/ Pledge of Allegiance

Veteran Don Bradley.

B. Invocation

Allison Blew, Prothonotary.

2. 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. Board of Commissioners Meeting Minutes from September 16, 2020 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>
GA, York PA	DMA fka DMS	\$25.65
GA, York PA	FLA fka FRS	\$25.65
KB & JB, York, PA	LJB fka LMW	\$25.65
TH & PH, York PA	LHH fka LMC	\$25.65
JS & MS, York PA	NJS fka NSR	\$28.68

C. Subsidized Permanent Legal Custodianship Agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following custodians of the following minor children, authorizing custodianship subsidy payments until the child reaches the age of 21 years.

<u>Custodian(s)</u>	<u>Minor Child</u>	<u>Rate per day</u>
RD, New Oxford PA	RSSS	\$33.75
RD, New Oxford PA	TMS	\$33.75

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, 2020 through June 30, 2021:

The Bair Foundation of Pennsylvania - 241 High Street, New Wilmington, PA 16142

<u>Programs</u>	<u>Unit Cost</u>	<u>Maint</u>
A. Foster/Kinship Care Services		
Supported Foster/Kinship Care	\$ 77.50 / Day	\$ 33.75 / Day
Supported Moderate Foster/Kinship Care	\$ 77.50 / Day	\$ 33.75 / Day
Medically Needy Foster/Kinship Care 1	\$ 63.81 / Day	\$ 22.50 / Day
Medically Needy Foster/Kinship Care 2	\$ 63.81 / Day	\$ 22.50 / Day
Medically Needy Foster/Kinship Care 3	\$ 70.16 / Day	\$ 22.50 / Day
Medically Needy Foster/Kinship Care 4	\$ 70.16 / Day	\$ 22.50 / Day
Supported Foster/Kinship Care – Mother & Non-Dependent Infant	\$ 92.96 / Day	\$ 48.86 / Day
Structured Intervention Foster/Kinship Care	\$ 81.69 / Day	\$ 35.00 / Day
Treatment Foster/Kinship Care	\$175.00 / Day	\$ 70.00 / Day

B. Emergency Caregiver Case Management

Children placed in the Emergency Caregiver Home:

Provider shall be reimbursed for the appropriate foster care level and the unit rate of cost listed under Program A Foster Care Services, effective day 1 the child is in the Emergency Caregiver Home

Children in placement outside of the Emergency Caregiver Home:

Provider shall be reimbursed for the appropriate foster care level at the following foster care administrative rates effective day 1 of the referral.

Supported/Supported Moderate Kinship Care	\$ 43.75 / Day
Medically Needy Kinship Care I & II	\$ 41.31 / Day
Medically Needy Kinship Care III & IV	\$ 47.66 / Day
Supported Kinship Care – Mother & Non-Dependent Infant	\$ 44.10 / Day

The Bair Foundation of Pennsylvania - 241 High Street, New Wilmington, PA 16142 (Cont.)

<u>Programs</u>	<u>Unit Cost</u>	<u>Maint</u>
Structured Intervention Kinship Care	\$ 46.69 / Day	

Upon approval of the home and placement of the child into the home, the provider shall be reimbursed for the appropriate foster care level at the Kinship care service rate listed under Program A Foster Care Services.

Pressley Ridge - 5500 Corporate Drive, Suite 400, Pittsburgh, PA 15237

<u>Programs</u>	<u>Unit Cost</u>	<u>Maint</u>
Foster Care Services		
Traditional Foster Care – Altoona	\$ 74.01 / Day	\$ 25.00 / Day
Treatment Foster Care – Altoona	\$ 102.73 / Day	\$ 30.00 / Day

3. CONTRACTS

A. Spartan Technology Solutions, Inc., Spartanburg, South Carolina

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Office of Conflict Counsel and the York County Public Defender's Office, and Spartan Technology Solutions, Inc., Spartanburg, South Carolina, to provide a comprehensive web-based case management system for the Office of Conflict Counsel and the Public Defender's Office, to be hosted and maintained by Spartan Technologies, for a total cost of \$277,486.00, for the period of September 30, 2020 to September 30, 2025.

- Erin Thompson, Chief Conflict Counsel and Cady Houtman, First Assistant Public Defender, commented on the collaboration between both departments and the search process for the new product.

B. Rovegno's of Carlisle, Inc.

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Weatherization Program, and Rovegno's of Carlisle, Inc., for a qualified contractor to provide weatherization services for the York County Weatherization Program, for a term effective October 1, 2020 through June 30, 2025, with a 2% pricing increase effective annually July, 1 of each consecutive year.

C. Cumulus Media, for Radio

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve a contract between the County of York, on behalf of 911 Communications Center, and Cumulus Media, for Radio, Digital and Virtual Career Fair at a total cost of \$6,620.00.

- Deputy Administrator Kristy Bixler stated this is for advertising purposes.

D. Cynthia Stoner, Hanover, Pennsylvania, and Martha Delzingaro, Spring Grove, Pennsylvania

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve a contract agreement and HIPAA business associate agreement between the County of York, on behalf of the Area Agency on Aging Department, and Cynthia Stoner, Hanover, Pennsylvania, and Martha Delzingaro, Spring Grove, Pennsylvania, to provide one (1) Domiciliary Care Home, a supervised living arrangement in a home-like setting for consumers who require assistance with their activities of daily living or instrumental activities of daily living. This agreement is for a twelve-month period beginning July 1, 2020 and ending June 30, 2021. No funds are distributed through this agreement; provider receives funding directly from the Social Security Administration.

4. PROFESSIONAL SERVICES

A. Absolute Real Estate Appraisers

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve an agreement for professional services between the County of York, on behalf of the Housing Division of the York County Planning Commission, and Absolute Real Estate Appraisers, to provide professional real estate appraisal services on an as needed basis for the County's Housing Programs, at an hourly rate of \$350.00, plus \$.50 per mile for each visit, beginning October 1, 2020 through September 30, 2021 with an second and third year optional renewal.

B. Abstracting Company of York County

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve an agreement for professional services between the County of York, on behalf of the Housing Division of the York County Planning Commission, and Abstracting Company of York County, to provide title certification services on an as needed basis for the County's Housing Programs, at a rate of \$135.00 per search, beginning October 1, 2020 through September 30, 2021 with an second and third year optional renewal.

C. CGA Law Firm

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve an agreement for professional services between the County of York, on behalf of the Housing Division of the York County Planning Commission, and CGA Law Firm, to provide legal services on an as needed basis for the County's Housing Programs, at an hourly rate of \$205.00 per hour, paralegal services may also be provided at a rate of \$125.00 per hour, beginning October 1, 2020 through September 30, 2021 with an second and third year optional renewal.

D. Pennoni Associates of Philadelphia

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve the extension of the time limit provisions of a professional services agreement between the County of York, on behalf of the York County Planning Commission, and Pennoni Associates of Philadelphia, from August 14, 2020 to August 14, 2022 to continue to provide to York County consulting services for the ongoing projects approved by PennDOT under the master reimbursement agreement (08A317), and authorize the President Commissioner to execute the Pennoni Associates of Philadelphia Professional Service Agreement Extension.

- Felicia Dell, Director of the Planning Commission, commented this was a new project and required a time extension so it could be completed.

5. PROPOSAL

A. 2020 Bridge Replacement Program

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve Herbert, Rowland & Grubic, Inc.'s proposal to provide engineering services including survey, design, permitting, construction, bidding, right-of-way acquisition, and construction oversight services for the 2020 Bridge Replacement Program of five bridges in the amount of \$1,204,000. The five bridges included in the 2020 program include:

- O Superstructure replacement of Bridge No. 237 which carries Lost Hollow Road (T-861) over North Branch Bermudian Creek in Franklin Township.
- O 1-span full replacement of Bridge No. 32 which carries Muddy Creek Road (T-633) over a South Branch Muddy Creek in Fawn and East Hopewell Townships.
- O 1-span full replacement of York County Bridge No. 56 which carries Meisenhelder Road (T-760) over Cabin Creek in Lower Windsor Township.
- O 2-span full replacement of Bridge No. 166 which carries School House Road (T-819) over Davidson Run in Dover Township.
- O 1-span full replacement of Bridge No. 201 which carries Eden Road (T-976) over Fishing Creek in Newberry Township.

These projects will be funded with the County's Liquid Fuels, Act 44/Act 89 and/or \$5 Registration Fee funds and is included within the Capital Improvement Plan Budget for bridges of \$1,730,000.

6. COST SHARING AGREEMENTS

A. Slate Hill Bridge #258 over the Yellow Breeches Creek

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve a cost sharing agreement between the County of York and Cumberland County, Carlisle, PA for the complete rehabilitation of Slate Hill Bridge #258 over the Yellow Breeches Creek. The budgeted project cost of \$3,554,605 will be 100% funded with local funds that will be split equally between Cumberland and York Counties. The initial invoice to Cumberland County will reflect a credit of \$197,392.08 related to York County's 50% share of the Bishop Emergency Access Road project paid for by Cumberland County.

B. North Grantham Bridge #247 over the Yellow Breeches Creek

Motion was made by Commissioner Hoke, and seconded by Commissioner Smith and unanimously carried to approve a cost sharing agreement between the County of York and Cumberland County, Carlisle, PA for the complete replacement of North Grantham Bridge #247 over the Yellow Breeches Creek. The budgeted project cost of \$3, 872, 00.00 will be funded with 80% Federal funds, 15% state funds and 5% local funds. York County will enter into a reimbursement agreement with the Pennsylvania Department of Transportation for the reimbursement of the Federal and State funds to be applied to each phase of the project. The remaining 5% local share will be split equally between Cumberland and York Counties.

C. Sheepford Road Bridge #257 over the Yellow Breeches Creek

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve a cost sharing agreement between the County of York and Cumberland County, Carlisle, PA for a Bridge Closure and Removal Study for Sheepford Road Bridge #257 over the Yellow Breeches Creek. The estimated cost of \$35,000 will be 100% funded with local funds that will be split equally between Cumberland and York Counties.

7. SETTLEMENTS

A. County Bridge No. 177 Baker Road

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve the settlements, agreements of sale for easements and for temporary construction easements (TCE's) to be acquired by the County of York to complete the work necessary for County Bridge No. 177 Baker Road in the amount of \$17,880.00. This project has been funded through the Transportation Improvement Plan (TIP) with 80% Federal, 15% State, and 5% County. Total cost to the County for acquisition of the easements is \$893.98.

8. PURCHASES

A. McClure Company, Harrisburg, PA

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the Prison, and McClure Company, Harrisburg, PA, to replace leaking tubes in a Burnham boiler, for a total cost of \$16,687.00.

- Commissioner Hoke commented this was a recommendation at the last Prison Board meeting.

B. Quadient, Milford, CT

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the Information and Technology Services Department, and Quadient, Milford, CT, for two document folder and inserters, for a total cost of \$50,000.00.

C. SotirIs Information Strategies, Mechanicsburg, Pennsylvania

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the Information Technology Services Department, and SotirIs Information Strategies, Mechanicsburg, Pennsylvania, for Citrix Remote Access software licensing and maintenance, from December 28, 2020 to December 27, 2023, for a total cost of \$108,435.00.

D. CDW-G, Chicago, Illinois

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the Information Technology Services Department, and CDW-G, Chicago, Illinois, for the following items: 56 laptops, 272 monitors, 296 laptop docks and 34 laser printers, and other accessories, for a total cost of \$138,355.90, funded through a PCCD grant.

- Kyle King, Administrator for the District Attorney's Office, thanked the Probation Office and Michelle Baughman at the District Attorney's Office for a collaborative effort applying for the grant, to fund the purchase of the office equipment.

E. Sumuri, Wyoming, Delaware

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the District Attorney's Office, and Sumuri, Wyoming, Delaware, for one (1) forensic workstation, for a total cost of \$16,695.00.

F. Testforce USA, Addison, Texas

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the 911 Communications Center, and Testforce USA, Addison, Texas, for a digital radio test set, to diagnose, repair and optimize the transmission and reception capabilities of the equipment utilized within the York County Public Safety Radio System infrastructure, for a total cost of \$38,960.00.

9. APPOINTMENTS

A. YCAAA - Mrs. Sharon Easton, and Mrs. Rebecca Montgomery

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve the appointments of Mrs. Sharon Easton, and Mrs. Rebecca Montgomery as a members of the York County Area Agency on Aging’s Advisory Council for a three-year term, effective October 2020 through October 2023.

B. Patricia Egger to the York County Area Agency on Aging Advisory Council

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve the reappointment of Patricia Egger to the York County Area Agency on Aging Advisory Council for a three-year term, effective June 2020 through May 2023.

10. RESOLUTIONS

A. Resolution 2020-27

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2020-27 for a future pedestrian bridge within William Kain County Park, and agree to enter into negotiations with Springfield Township for a maximum of \$550,000 to improve Hill Road.

B. Resolution 2020-28

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to adopt Resolution 2020-28 the 2019 York County Consolidated Annual Performance and Evaluation Report and authorizing its submission to the U.S. Department of Housing and Urban Development (HUD). The report covers the accomplishments of the HOME Investment Partnership Act (HOME), Community Development Block Grant (CDBG), and Emergency Solutions Grant (H-ESG) Programs for FY 2019.

11. CHECK REGISTER

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve the Check Register for week of September 23, 2020 totaling \$5,355,089.41.

Weekly Disbursement Totals for September 23, 2020

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 2,032,045.71
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	\$	11,350.00
01	Escrow		
01	Marcellus Shale		
03	Unclaimed Money		
04	Donations	\$	25.00
05	Controlled Substance	\$	175.00
06	Human Services	\$	2,320.00
07	Children & Youth	\$	362,880.52
08	911	\$	35,993.19
08	911 Act 12		
09	YC Capital Reserve	\$	1,850.00
10	Liquid Fuels	\$	6,445.67
10	YC Local Use Fee		
10	Liquid Fuels Act 44		
10	Marcellus Shale Bridge Maintenance		
11	Prison Telephone		
25	Aging	\$	252,066.59
28	MH-IDD	\$	1,058,946.18
32	YAHC Joinder Gov Capitation	\$	15,661.47
32	YAHC Joinder Gov Reinvestment	\$	2,695.95
35	Domestic Relations	\$	124,422.72
36	Earn-It		
40	Weatherization Liheap	\$	76.88
45	Block Grant	\$	127,733.64
46	Affordable Housing	\$	1,202.33
47	Revolving Fund		
50	Continuum of Care	\$	9,939.86
51	Weatherization Doe	\$	10,465.31
55	COVID 19	\$	1,139,440.55
71	Land Preservation Fund		
72	Tax Claim		
74	OPEB Trust		
75	Retirement	\$	118,105.69
80	Bonds	\$	19,700.00
90	Drug & Alcohol	\$	21,547.15
	Total	\$	<u>5,355,089.41</u>

Motion was made by Commissioner Smith, and seconded by Commissioner Hoke and unanimously carried to approve the Check Register for week of September 30, 2020 totaling \$6,838,450.35.

Weekly Disbursement Totals for September 30, 2020

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	\$ 1,868,843.37
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	\$ 3,281.99
01	Ag Land Preservation	
01	Escrow	
01	Marcellus Shale	
03	Unclaimed Money	
04	Donations	\$ 158.55
05	Controlled Substance	\$ 16,550.00
06	Human Services	\$ 46,361.56
07	Children & Youth	\$ 657,967.58
08	911	\$ 23,914.20
08	911 Act 12	
09	YC Capital Reserve	\$ 15,210.09
10	Liquid Fuels	\$ 13,232.29
10	YC Local Use Fee	
10	Liquid Fuels Act 44	\$ 66,379.83
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	\$ 163,017.90
28	MH-IDD	\$ 849,581.53
32	YAHC Joinder Gov Capitation	\$ 29,853.09
32	YAHC Joinder Gov Reinvestment	\$ 76,365.30
35	Domestic Relations	\$ 123,971.75
36	Earn-It	
40	Weatherization Liheap	
45	Block Grant	\$ 28,422.45
46	Affordable Housing	\$ 21,328.40
47	Revolving Fund	
50	Continuum of Care	
51	Weatherization Doe	
55	COVID 19	\$ 568,065.71
71	Land Preservation Fund	
72	Tax Claim	\$ 6,488.13
74	OPEB Trust	
75	Retirement	\$ 2,143,798.63

80	Bonds		
90	Drug & Alcohol		\$ 115,658.00
		Total	<u>\$ 6,838,450.35</u>

12. REPORT OF EXECUTIVE SESSIONS

Commissioner Wheeler reported that there was an executive session held to discuss personnel issues since the last Board of Commissioners' Meeting.

13. OTHER BUSINESS

A) Silas Chamberlin, York County Economic Alliance gave a report on the Broadband Feasibility Study. Silas gave a timeline for the place to the completion of the work.

B) Jenny Englerth, Family First Health, gave an update on the Public Health Feasibility Study. They have formed a committee and hope to look at 3 other comparative public health facilities. A draft presentation will be presented to the Commissioners November 10th.

C) Felicia Dell, Director of the Planning Commission, spoke about the I-83 Exit 26 Land Use Project, for a new interchange at Canal Road. There is a survey that can be taken at www.I83exit26.com.

D) Commissioner Wheeler reported that 98% of the polling stations for the November 3rd Election have be confirmed at this time. Commissioner Wheeler gave a demonstration on the correct way to mail in a ballot. There will be a drop box located in the election office available on two weekend dates; Saturday, October 24, between 10:00 a.m. and 2:00 p.m. and Sunday, November 1, between 1:00 p.m. and 4:00 p.m. On Election Day, Tuesday, November 3, between 7:00 a.m. and 8:00 p.m. there will be a drive up drop box located outside the Administration Building for people to drop their ballots.

14. PERIOD OF PUBLIC COMMENTS

No public comments were received.

15. 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 10:41 a.m.

Respectfully submitted

Kristy Bixler, Deputy Administrator /Chief Clerk

