

**COMMISSIONERS' MEETING
MINUTES**

01/21/15

1. CALL TO ORDER

Commissioner Chronister called the meeting to order at 10:00 a.m. with all board members present.

A. Opening Ceremony

Treasurer Barbara Bair led the Pledge of Allegiance.

Reverend Eva O'Diam of Hayshire United Church of Christ gave the invocation.

2. APPROVAL OF MINUTES

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the minutes from the January 14, 2015 Commissioners' Meeting as submitted.

3. PRESENTATION

A. LERTA Application – 325 South Salem Church Road, West Manchester Township

York County Economic Alliance President & CEO Darrel Auterson requested the Board to consider approving a LERTA application submitted by 325 Salem Property, LP, for property located at 325 S. Salem Church Road in West Manchester Township. The LERTA project, "Project Pegasus, a Fortune 50 Corporation", would require an expansion to an existing structure with the anticipation of initially creating over 250 jobs.

4. PERIOD OF PUBLIC COMMENT

No public comments were received.

5. RECESS

Commissioner Chronister recessed the meeting at 10:10 a.m. for the purpose of holding a hearing to receive public comments on the adoption of proposed Ordinance 2015-01.

6. RECONVENE

Commissioner Chronister reconvened the meeting at 10:11 a.m.

7. ORDINANCE

A. Ordinance 2015-01

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Ordinance 2015-01 authorizing an intergovernmental cooperation agreement for the implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan.

8. RESOLUTION

A. Resolution 2015-02

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2015-02 approving the following revised County of York Administrative Policies, as recommended by the Policy Advisory Committee, effective February 1, 2015:

AW – 8.3 – Military Leave

EC – 2.1 – Position Classification

EC – 12.2 – Time and Attendance Exempt (Salary) Employees

EC – 13.3 – Time and Attendance & Hours Worked Non-Exempt Hourly Employees

EM – 2.1 – Americans with Disabilities Act and Reasonable Accommodation

EM – 25.3 – Separation from Employment

HS – 1.1 – Employee Work-Related Accidents, Illnesses or Injuries and Workers' Compensation Benefits

9. CONTRACT AGREEMENTS

A. BTM Software Solutions, LLC, Howell, NJ

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Sheriff's office, and BTM Software Solutions, LLC, Howell, NJ, for maintenance and service of the York County's Records Management System and Central Booking CPIN machine integration at a cost of \$26,400.00, for the period of January 1, 2015 through December 31, 2015.

B. Pennsylvania District Attorneys Institute (PDAI), Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Prison, and the Pennsylvania District Attorneys Institute (PDAI), Harrisburg, PA, to provide maintenance and service on a statewide automated victim information and notification (SAVIN) system at a cost of \$19,553.26, for the period of January 1, 2015 through December 31, 2015.

C. Deblin, Inc., Swatara, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a bid award and contract agreement between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and Deblin, Inc., Swatara, PA, the lowest responsible bidder, for the rehabilitation of York County Bridge No. 77 (Philadelphia Street over the Codorus Creek in the City of York) in the amount of \$1,588,868.88, funded through the Transportation Improvement Plan (TIP) with 80% federal funds, 15% state funds and 5% County Liquid Fuels funds.

10. FEDERAL-AID-REIMBURSEMENT LETTER OF AGREEMENT

A. Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Federal-Aid-Reimbursement letter of agreement amendment between the County of York and the Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA, increasing Construction Inspection and Consultation services costs from \$1,600,000.00 to \$1,772,000.00 for the Bridge No. 77 Replacement project (Philadelphia Street over the Codorus Creek in the City of York).

11. APPOINTMENTS

A. York County Stormwater Consortium Regional Committee

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint the following individuals to the York County Stormwater Consortium Regional Committee for the Regional Chesapeake Bay Pollutant Reduction Plan as indicated:

Primary Voting Member

Felicia Dell, Director
York County Planning Commission

Alternate Voting Member

John Seitz, Senior Planner
Long Range Division of the York County Planning Commission

B. Deputy Tax Collectors

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to appoint the following individuals as Deputy Tax Collectors to fulfill the duties of the Tax Collector for the indicated municipality as may be necessary, effective January 21, 2015 through December 31, 2017:

Deputy Tax Collector

Cindy Argie, Cross Roads Borough
Catherine Bilger, Peach Bottom Township
Amy Riechard, Lower Chanceford Twp
Brittany Mentzer, Paradise Township
Leroy Wentz, Hanover Borough
Susan Wiley, Lower Chanceford Twp
Kay Crumling, York Township
Judith Kroh, Shrewsbury Borough

Municipality

East Hopewell Township
Fawn Township
North Hopewell Township
Paradise Township
Penn Township
Peach Bottom Township
Dallastown Borough
Glen Rock Borough

Kathy Beck, Hanover Borough
 Cynthia Ferree, Jacobus Borough
 Connie Patterson, Seven Valleys Borough
 Stephanie Mundorf, New Salem Borough
 Harold Lee Hoffheins, Glen Rock Borough
 Barbara Bair, Lower Windsor Township
 Amy Reichard, Lower Chanceford Twp

Hanover Borough
 Jacobus Borough
 New Salem Borough
 Seven Valleys Borough
 Shrewsbury Borough
 Stewartstown Borough
 Winterstown Borough

12. BID AWARD

A. Talley Petroleum Enterprises, Grantville, PA & Shipley Energy, York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a joint fuel bid award, on behalf of the York County Purchasing department, and the following service providers for the following municipalities at the rates indicated to obtain the best possible pricing:

MUNICIPALITIES

County of York	Hellam Twp
City of York	Lower Windsor Twp
Carroll Twp	Manchester Twp
Chanceford Twp	North Codorus Twp
Codorus Twp	Red Lion Borough
Conewago Twp	Springettsbury Twp
Dover Twp	Springfield Twp
East Manchester Twp	Warrington Twp
Fairview Twp	

TALLEY PETROLEUM ENTERPRISES, GRANTVILLE, PA

Unleaded Gasoline (87)	Tank Wagon	.1224 above OPIS Average
Unleaded Gasoline (89)	Tank Wagon	.1224 above OPIS Average
Highway & Road Diesel	Tank Wagon	.1224 above OPIS Average
Off Road Diesel	Tank Wagon	.1224 above OPIS Average
Winter Mix Diesel	Tank Wagon	.1224 above OPIS Average
Winter Mix Diesel	Tractor Trailer	-.0089 below OPIS Average
Bio-Diesel B-5	Tank Wagon	.1224 above OPIS Average

SHIPLEY ENERGY, YORK, PA

Unleaded Gasoline (87)	Tractor Trailer	-.0161 below OPIS Average
Highway & Road Diesel	Tractor Trailer	-.0225 below OPIS Average
#2 Fuel Oil	Tank Wagon	.1199 above OPIS Average
Bio-Diesel B-5	Tractor Trailer	-.0100 below OPIS Average

13. SOLICIT BIDS

A. York County Sheriff

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to authorize the York County Sheriff to solicit bids for uniforms for the period of 2015 through 2016, with an option to renew for year 2017.

14. PURCHASE

A. Pennsylvania Department of General Services, Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the York County Parks department, and the Pennsylvania Department of General Services, Harrisburg, PA, for a 2007 Chevy (2500HD) truck at a cost of \$17,500.00 for use with the Municipal Storm Water program by the York County Annex Facilities Maintenance department.

15. CERTIFICATION

A. Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Certification for Authorized Use of 9-1-1 Funds, on behalf of the York County Department of Emergency Services, and further authorizing Cindy Dietz, 9-1-1 Coordinator, to submit an application to the Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA, for wireless 9-1-1 funds.

16. GRANT APPLICATION

A. Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of a grant application, on behalf of the York County Emergency Management Agency, to the Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA, to provide up to 50% of salaries and benefits for the Emergency Management Coordinator, Operations/Training Officer and Administrative Assistant under the Federal Emergency Management Agency (FEMA) 2015 Emergency Management Performance Grant, for the period of October 1, 2014 through September 30, 2015.

17. HUMAN SERVICES

A. Contract Agreement – York County Youth Development Center

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Youth Development Center, and the County of Cumberland, Carlisle, PA, for boarding Cumberland County youth at a daily rate of \$375.60, for the period of July 1, 2014 through June 30, 2015.

B. Contract and HIPAA Business Associate Agreements – York/Adams HealthChoices Management Unit

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve contract and HIPAA business associate agreements between the County of York, on behalf of the York/Adams HealthChoices Management Unit of the York County Human Services department serving as contract administrator, and Substance Abuse Services, Inc., Harrisburg, PA, to provide the following services in the amounts indicated funded through state and federal Medical Assistance programs, for the period of January 1, 2015 through June 30, 2015:

<u>Service</u>	<u>Amount Not To Exceed</u>
Recovery Support	\$46,012.00
Buprenorphine Coordinator Program	\$75,082.00

C. Contract and HIPAA Business Associate Agreement – York/Adams HealthChoices Management Unit

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract and HIPAA business associate agreement between the County of York, on behalf of the York/Adams HealthChoices Management Unit of the York County Human Services department serving as contract administrator, and Gaudenzia, Inc., Harrisburg, PA, to provide a 16-bed residential drug and alcohol halfway house and rehabilitation program at a cost not to exceed \$600,000.00 funded through state and federal Medical Assistance programs, for the period of January 5, 2015 through June 30, 2015.

D. Contract Agreement Addendum – York County Human Services

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement addendum between the County of York, on behalf of the York County Human Services department, and the Pennsylvania Department of Agriculture, Harrisburg, PA, to reflect the addition of required federal regulatory language to the Program Management Agreement for The Emergency Food Assistance Program (TEFAP), with no other changes being made to the original agreement, for the period of January 1, 2012 through September 30, 2016.

E. Letter of Agreement – York County Human Services

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a letter of agreement between the County of York, on behalf of the York County Human Services department serving as contract administrator, and HSS Systems, South Park, PA, for database modifications and technical support for a tracking program that will create customized reports for the Bridges to Health Program utilized by the York County MH/IDD, HealthChoices and Drug & Alcohol departments at a cost not to exceed \$19,100.00 utilizing HealthChoices reinvestment funds, for the period of January 1, 2015 through June 30, 2015.

F. Resource Parent Contract Agreement – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a resource parent contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families and Daniel and Linda Miller, Spring Grove, PA, at standard per diem rates of reimbursement for care of minor children, for the period of January 1, 2014 through December 31, 2014.

G. Resource Parent Contract Agreements – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve resource parent contract agreements between the County of York, on behalf of the York County Office of Children, Youth & Families and the following resource parents at standard per diem rates of reimbursement for care of minor children, for the period of January 1, 2015 through December 31, 2015:

Stephen and Michelle Dunlap, Red Lion, PA
Silas and Staci Elkins, Stewartstown, PA
Nathan and Megan Herbert, Stewartstown, PA
Daniel and Linda Miller, Spring Grove, PA

H. Subsidized Permanent Legal Custodianship Agreements – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve subsidized permanent legal custodianship agreements between the County of York on behalf of the York County Office of Children, Youth & Families and the following custodial parents as custodians of the following minor children authorizing custodianship subsidy payments in the amounts indicated until each child reaches the age of 18 years:

<u>Custodians</u>	<u>Minor Child</u>	<u>Rate per Day</u>
AW and CW, York, PA	SES	\$29.65
JS and LS, Stewartstown, PA	JB	\$27.00
JS and LS, Stewartstown, PA	AB	\$27.00

I. Subsidized Adoption Assistance Agreements – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve subsidized adoption assistance agreements 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 \$790.50, according to the schedule attached to the agreements:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
AW and CW, York, PA	SNPW aka SSS	\$26.50
AW and CW, York, PA	SAUW aka SZ-MA	\$26.50
NH and MH, Stewartstown, PA	LJH aka LJD	\$27.00
JG and AG, York, PA	HGG aka KOW	\$27.00
JG and AG, York, PA	EAG aka EKL	\$27.00

J. Service Provider Contract Agreement Renewals – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve service provider contract agreement renewals between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service providers at the rates indicated, for the period of July 1, 2014 through June 30, 2015:

<u>Provider</u>	<u>Location</u>	<u>Program Name</u>	<u>Cost</u>	<u>Opt</u>
Community Services Group, Inc.	2330 Vartan Way, Ste. 204 Harrisburg, PA 17110	CSG Chariots CRR-HH Foster Care	\$28.87/diem	01
Adelphoi Village, Inc.	809 N. Warren Avenue Apollo, PA 15613	ACE-Leonard C. Miller Home Community Residential Services	\$206.77/diem	04
Adelphoi Village, Inc.	1108 Village Way Latrobe, PA 15650	Monastery Run (D&A) Community Residential Services	\$225.39/diem	08
Adelphoi Village, Inc.	1114 Village Way Latrobe, PA 15650	Middle Creek Secure Sexual Offender	\$353.91/diem	09
Adelphoi Village, Inc.	1120 Village Way Latrobe, PA 15650	Middle Creek Males Secure Care	\$306.04/diem	10
Adelphoi Village, Inc.	1116 Village Way Latrobe, PA 15650	Middle Creek Female Secure Care	\$306.04/diem	11
Adelphoi Village, Inc.	1145 Mission Road Latrobe, PA 15650	Sweeney Home Intensive Supervision–Males Community Residential Services	\$201.47/diem	12
Adelphoi Village, Inc.	537 Lincoln Highway Boswell, PA 15531	Greystone House Intensive Supervision Males Community Residential Services	\$201.47/diem	13
Adelphoi Village, Inc.	1764 Lincoln Avenue Latrobe, PA 15650	Margaret Specialized Independent Living	\$197.16/diem	14
Adelphoi Village, Inc.	13-19 St. Clair Street Greensburg, PA 15601	SIL –Males Supervised Independent Living	\$197.16/diem	15

Adelphoi Village, Inc.	205 Fogel Street Holldiaysburg, PA 16648	Hilltop Specialized Independent Living Community Residential Services	\$197.16/diem	16
Adelphoi Village, Inc.	501 South Pittsburgh St. Connellsville, PA 15425	Anchor House Intensive Supervision- Males Community Residential Services	\$194.24/diem	17
Adelphoi Village, Inc.	111 Church Street Bradenville, PA 15620	Colony House Intensive Supervision-Females Community Residential Services	\$225.03/diem	18
Adelphoi Village, Inc.	105 Marcia Street Latrobe, PA 15650	Marker Home Intensive Supervision-Females Community Residential Services	\$225.03/diem	19
Adelphoi Village, Inc.	1115 Village Way Latrobe, PA 15650	Benet Home Sexual Offender TX Program-Males Community Residential Services	\$211.97/diem	20
Adelphoi Village, Inc.	112 Porter Avenue Connellsville, PA 15425	Alliance House Intensive Supervision-Females Community Residential Services	\$225.03/diem	24
Adelphoi Village, Inc.	521 Municipal Drive Duncansville, PA 16635	Williams House Sexual Offender TX-Males Community Residential Services	\$211.97/diem	25
Adelphoi Village, Inc.	102 North 2nd Street Jeannette, PA 15644	Hall Home Sexual Offender TX Program-Males Community Residential Services	\$211.97/diem	26
Adelphoi Village, Inc.	1127 Village Way Latrobe, PA 15650	Vincent Home Sexual Offender TX Program-Males Community Residential Services	\$211.97/diem	28
Adelphoi Village, Inc.	651 St. Michaels Road Cogan Station, PA 17728	La Sa Quik Sexual Offender TX Program-Males Community Residential Services	\$270.84/diem	30
Adelphoi Village, Inc.	1114 Main Street Latrobe, PA 15650	Raphael House Sexual Offender TX Program-Males Community Residential Services	\$211.97/diem	31
Adelphoi Village, Inc.	2030 Thistle Hill Drive Spring Grove, PA 17362	MultiSystemic Therapy (Diem) Counseling	\$67.63/diem	34
Adelphoi Village, Inc.	310 Ligonier Street Latrobe, PA 15650	Adelphoi Diagnostic Evaluation Diagnostic	\$2,500.00/each	35
Adelphoi Village, Inc.	1119 Village Way Latrobe, PA 15650	Psychiatric Services Counseling	\$200.00/hour	36
Adelphoi Village, Inc.	1119 Village Way Latrobe, PA 15650	Psychological Services Counseling	\$140.00/hour	37
Adelphoi Village, Inc.	2682 Ligonier Street Latrobe,PA 15650	Susan's Place Intensive Sup w/ Mental Health Focus Community Based Residential	\$266.76/diem	63

18. APPROVAL OF CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of January 21, 2015 totaling \$6,107,232.86.

<u>Weekly Disbursement Totals for January 21, 2015</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,514,721.22
01	Payroll	262.40
01	Ag Land Preservation	
01	Escrow	
01	FEMA Disaster Grant	
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	32,660.78
03	Unclaimed Money	390.25
04	Donations	
05	Controlled Substance	6,107.11
06	Human Services	
07	Children & Youth	541,513.07
08	911	139,240.66
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	260,731.26
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	32,438.69
28	MH-IDD	540,568.61
30/31	York/Adams HealthChoices	11,267.63
30	York Reinvestment	403,262.84
31	Adams Reinvestment	
35	Domestic Relations	8,046.37
36	Earn-It	
40	Weatherization Liheap	33,008.43
45	Block Grant	22,257.16
46	Affordable Housing	1,407.25
47	Revolving Fund	4,352.00
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	
51	Weatherization Doe	
72	Tax Claim	1,392,122.63
75	Retirement	104,932.71
82	2013 PLGIT GOB Fund	
84	911 Capital Projects Fund	35,673.00
85	P/A Capital Projects Fund	
90	Drug & Alcohol	22,268.79
	Total	<u>6,107,232.86</u>

19. REPORT OF EXECUTIVE SESSIONS

Commissioner Chronister reported there were no Executive Sessions held since the last Commissioners' Meeting.

20. SOLICITOR'S REPORT

Solicitor Michael Flannelly submitted his written report for the Board's review.

21. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

22. ADJOURNMENT

There being no further business to come before the Board at this time, Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adjourn the meeting at 10:25 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager