

**COMMISSIONERS' MEETING  
MINUTES**

**02/04/15**

**1. CALL TO ORDER**

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

**A. Opening Ceremony**

Commissioner Doug Hoke led the Pledge of Allegiance.

Pastor Lisa Hair, York College Chaplain, 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 28, 2015 Commissioners' Meeting as submitted.

**3. PERIOD OF PUBLIC COMMENT**

Mr. Lee Hoffheins, Glen Rock Borough Tax Collector, appeared before the Board to speak about the proposed appointment of the York County Treasurer as Tax Collector for Franklintown Borough. Mr. Hoffheins explained that as Tax Collectors are elected positions, it is the duty of the municipality, and only the municipality, to appoint a Tax Collector in the event of a vacancy. He stated that Ms. Ronda Harpster has been appointed by Franklin Township to fill their Tax Collector vacancy. Mr. Hoffheins stated that Franklintown Borough will be holding a meeting this evening to consider the appointment of Ronda Harpster to fill their Tax Collector vacancy. He stated that neither of these two municipalities requested the York County Treasurer to assume the role of their Tax Collectors. Mr. Hoffheins requested the Board to recognize the legal responsibility that Ronda Harpster has as Tax Collector for Franklin Township and that Franklintown Borough is in the process of appointing a Tax Collector to fill that vacancy.

**4. RECESS**

Commissioner Chronister recessed the meeting at 10:03 a.m. for the purpose of holding a hearing to receive public comments on the adoption of proposed Resolution 2015-04.

**5. RECONVENE**

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

## **6. RESOLUTIONS**

### **A. Resolution 2015-04**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2015-04 approving a County of York LERTA program application for property located in the City of York (Parcel No. 03-044-01-0010-00-00000), submitted and owned by 141-147 West Market Street LP.

### **B. Pennsylvania Department of Community and Economic Development (DCED), Harrisburg, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Programs Management and Compliance Division of the York County Planning Commission, authorizing the acceptance of the release of funding from the Pennsylvania Department of Community and Economic Development (DCED), Harrisburg, PA, in the amount of \$552,773.00 for the LIHEAP Crisis and Weatherization Program for PY 2014-2015, amending the approved Master Agreement, and authorize the President Commissioner to execute any and all documents related to the program.

## **7. APPOINTMENTS**

### **A. York County Treasurer**

Motion was made by Commissioner Hoke to appoint the York County Treasurer as Tax Collector for Franklintown Borough for the collection of 2015 York County Real Estate taxes, effective February 4, 2015 through December 31, 2015; and authorizing the County Treasurer to negotiate for the collection of 2015 Real Estate and Per Capita taxes.

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to table the motion after receiving public comments from Mr. Hoffheins regarding this appointment.

### **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 February 4, 2015 through December 31, 2017:

Deputy Tax Collector

Deborah Dupler, Hallam Borough  
Fran Surdich, Springettsbury Township  
Vicke Allison, Springfield Township  
Christine Grosh, Yorkana Borough

Municipality

Hellam Township  
Spring Garden Township  
Loganville Borough  
Yorkana Borough

## **8. CONTRACT AGREEMENT**

### **A. Teamsters Local Union 776, Harrisburg, PA**

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 Human Resources department, and the Teamsters Local Union 776, Harrisburg, PA, for the York County Youth Development Center Bargaining Unit employees, effective January 1, 2105 through December 31, 2018.

## **9. CONTRACT AGREEMENT AMENDMENTS**

### **A. MBR Construction Services, Inc., Reading, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement first amendment between the County of York, on behalf of the York County Facilities Management department, and MBR Construction Services, Inc., Reading, PA, for the modification of courtroom lighting, and for the addition of phone and data circuits for the Judicial Center 5<sup>th</sup> Floor Build-Out project, increasing the contract amount by \$30,394.28, for a new contract amount of \$1,289,894.28.

### **B. MBR Construction Services, Inc., Reading, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement second amendment between the County of York, on behalf of the York County Facilities Management department, and MBR Construction Services, Inc., Reading, PA, for the connection of HVAC equipment in the atrium, and for the replacement of two (2) 3” shut-off valves for the Judicial Center 5<sup>th</sup> Floor Build-Out project, increasing the contract amount by \$4,229.58, for a new contract amount of \$1,053,948.78.

### **C. Sage Technology Solutions, Mt. Joy, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement second amendment between the County of York, on behalf of the York County Facilities Management department, and Sage Technology Solutions, Mt. Joy, PA, for the elimination of two (2) projectors, two (2) touch-screen control panels, a reduction in wall plates for microphone access, and the elimination of two (2) handheld microphones and two (2) wireless microphones as a result of the elimination of the moveable walls for the multi-purpose rooms for the Judicial Center 5<sup>th</sup> Floor Build-Out project, reducing the contract amount by \$8,856.00, for a new contract amount of \$364,737.00.

#### **D. Lobar, Inc., Dillsburg, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement third amendment between the County of York, on behalf of the York County Facilities Management department, and Lobar, Inc., Dillsburg, PA, for the addition of soffit to accommodate lighting in private bathrooms, and additional drywall required to accommodate a reveal in the hallways for the Judicial Center 5<sup>th</sup> Floor Build-Out project, increasing the contract amount by \$8,815.42, for a new contract amount of \$2,852,027.95.

### **10. SERVICE CONTRACT AGREEMENT**

#### **A. CTI, Hunt Valley, MD**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a service contract agreement between the County of York, on behalf of the York County Information Services department, and CTI, Hunt Valley, MD, for Information Technology support services at a cost of \$9,900.00, for the period of one (1) year effective upon full execution of the agreement.

### **11. LEASE AGREEMENTS**

#### **A. Fraser Advanced Information Systems, Mechanicsburg, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve lease agreements between the County of York, on behalf of the York County Information Services department, and Fraser Advanced Information Systems, Mechanicsburg, PA, for copiers, including maintenance and supplies, except paper, for the following York County departments at the rates indicated, for the period of December 12, 2014 through March 12, 2018:

Adult Probation

(1) new Sharp MX-M564N copier  
12 quarters at \$416.50 per quarter/\$4,998.00 total cost

Juvenile Probation

(1) new Sharp MX-M564N copier  
12 quarters at \$428.75 per quarter/\$5,145.00 total cost

### **12. HIPAA BUSINESS ASSOCIATE AGREEMENT**

#### **A. PrimeCare Medical, Inc., Harrisburg, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a HIPAA business associate agreement between the County of York, on behalf of the York County Information Services department, and PrimeCare Medical, Inc., Harrisburg, PA, for Correctional Healthcare Services for the York County Prison.

### 13. GRANT APPLICATION/AGREEMENT

#### A. York County Planning Commission, York, PA, and York Building Products Company, Inc., York, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a grant application and administration agreement first amendment between the County of York, the York County Planning Commission, York, PA, and York Building Products Company, Inc., York, PA, to include provisions in the application and agreement, as directed by PennDOT, Bureau of Aviation.

### 14. HUMAN SERVICES

#### A. Contract Agreement – York County Area Agency on Aging

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 Area Agency on Aging, and the County of Cumberland, Carlisle, PA, authorizing participation in the Pennsylvania Link to Aging and Disabilities Resources program by providing Options Counseling Services for a total fee not to exceed \$5,000.00, for the period of July 1, 2014 through June 30, 2015.

#### B. 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 services 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 Specialist Corp. d/b/a The Academy	900 Agnew Road Pittsburgh, PA 15227	New Outlook Academy Residential Services	\$199.75/diem	01
Community Specialist Corp. d/b/a The Academy	200 Sleepy Hollow Road Library, PA 15129	Diagnostic Unit Residential Services	\$159.98/diem	02
Community Specialist Corp. d/b/a The Academy	900 Agnew Road Pittsburgh, PA 15227	New Outlook Academy D&A Residential Services	\$265.00/diem	03
Summit Academy	839 Herman Road Herman, PA 16039	Residential Program Residential Services	\$128.65/diem	01
Summit Academy	839 Herman Road Herman, PA 16039	D&A Treatment Unit Residential Services	\$209.00/diem	04
Diversified Treatment Alternatives, Inc.	148 Fairfield Road Lewisburg, PA 17837	Specialized Residential Treatment includes MH/Sex Offenders/D&A Community Residential Services	\$191.76/diem	01
Diversified Treatment Alternatives, Inc.	148 Fairfield Road Lewisburg, PA 17837	CRR Host Home (MA Approved) Foster Care	\$22.50/diem	61
PCBH	1651 Mt Zion Road York, PA 17402	Advocacy Program 0-7.5 hours/week CSL	\$21.12/hour	01
PCBH	1651 Mt Zion Road York, PA 17402	Advocacy Program 7.5-15 hours/week CSL	\$21.12/hour	02

## 15. TAX REFUND REGISTER

### A. Tax Refund Register 2015-02

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2015-02 authorizing payment of York County real estate tax refunds totaling \$306.52.

## 16. APPROVAL OF CHECK REGISTER

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of February 4, 2015 totaling \$4,362,590.88.

<u>Weekly Disbursement Totals for February 4, 2015</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,623,227.94
01	Payroll	11,922.28
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	113,120.26
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	8,571.89
06	Human Services	18,391.35
07	Children & Youth	357,909.76
08	911	9,732.00
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	84,985.43
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	5,745.52
25	Aging	192,059.96
28	MH-IDD	264,758.90
30/31	York/Adams HealthChoices	6,650.00
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	1,742.58
36	Earn-It	
40	Weatherization Liheap	14,885.15
45	Block Grant	59,762.92
46	Affordable Housing	24,746.87
47	Revolving Fund	8,191.04
48	Downtown Hanover	
49	ARRA Weatherization	

50	Continuum of Care	244.00
51	Weatherization Doe	1,715.61
72	Tax Claim	11,094.22
75	Retirement	155,882.53
82	2013 PLGIT GOB Fund	153,215.61
84	911 Capital Projects Fund	203,087.15
85	P/A Capital Projects Fund	
90	Drug & Alcohol	30,947.91
	Total	<u>4,362,590.88</u>

## 17. REPORT OF EXECUTIVE SESSIONS

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

## 18. SOLICITOR'S REPORT

Solicitor Michael Flannelly submitted his written report for the Board's review. Solicitor Flannelly announced that the York City Council approved the purchase of additional square footage surrounding the 1 Marketway West building, which will now allow the process to proceed with the possible sale of the property.

## 19. OPEN POSITIONS REPORT

Tiffany Trout, York County Human Resources Department, gave a report of open positions within the County of York as of February 4, 2015.

## 20. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

Mr. Lee Hoffheins thanked the Board for tabling the motion to appoint the York County Treasurer as Tax Collector for Franklinton Borough. Mr. Hoffheins also asked when the property tax bills for Franklin Township would be released for Tax Collector Ronda Harpster to begin collecting these taxes. Treasurer Barbara Bair stated that there is an outstanding legal issue with the previous Tax Collector that needs to be resolved. Solicitor Flannelly explained what is being done to try to resolve the issue so they can move forward.

Ms. Ronda Harpster, Franklin Township Tax Collector, expressed her discord with the actions of the County not releasing property tax bills for Franklin Township.

Ms. Vicki Allison, Springfield Township Tax Collector, asked the Board to reconsider their position, while the motion for the Franklinton Borough appointment of the York County Treasurer is being tabled, and look at the new law and the Municipalities Code and recognize that it is the responsibility of the municipality to appoint someone when there is a vacancy.

## **21. 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 10:40 a.m.

Respectfully submitted,

Sherry L. Baer  
Chief Clerk/Office Manager