

**COMMISSIONERS' MEETING
MINUTES**

04/01/15

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.

Commissioner Chronister called for a moment of silence in remembrance of Barbara "Babs" Platts, mother of Court of Common Pleas Judge Todd Platts and Prothonotary Pam Lee, who passed away on March 31, 2015.

Sister Monica of St. Patrick's Church 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 March 25, 2015 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. RECESS

Commissioner Chronister recessed the meeting at 10:02 a.m. for the purpose of holding a hearing to receive public comments on the adoption of proposed Ordinance 2015-03.

5. RECONVENE

Commissioner Chronister reconvened the meeting at 10:05 a.m.

6. ORDINANCE

A. Ordinance 2015-03

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Ordinance 2015-03 amending the description of the capital projects to be financed set forth in Ordinance 2014-03 to include the construction or improvements to the County's Judicial Center, the ESCO Phase IV Project, improvements to the Administrative Center envelope and other capital projects; and providing that the remainder of Ordinance 2014-03 shall remain in full force and effect.

7. RESOLUTION

A. Resolution 2015-08

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2015-08 approving the following revised County of York Administrative Policy and related forms, as recommended by the Human Resources department, effective May 1, 2015:

GI – 12.2 – HIPAA Business Associate and Chain of Trust Agreements

8. REQUEST FOR PROPOSALS

A. Criminal Justice Advisory Board (CJAB)

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve an RFP (Request for Proposals) to be advertised, on behalf of the York County Department of Probation Services, for the purpose of hiring a consultant to assist the Criminal Justice Advisory Board (CJAB) in creating a strategic plan to coordinate countywide reentry efforts to improve the outcome of offenders returning to the community from prison.

9. CONSTITUTION & BYLAWS

A. York County Records Improvement Committee

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the adoption of the York County Records Improvement Committee Constitution & ByLaws to memorialize the procedures of the committee, effective March 18, 2015.

10. CONTRACT AGREEMENTS

A. Teleosoft, Inc., York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a contract and HIPAA business associate agreement between the County of York, on behalf of the York County Prothonotary's office, and Teleosoft, Inc., York, PA, for software licensing and maintenance for the Case Management System, for a total cost of \$249,000.00 to be funded through the Prothonotary Automation Fund and Records Improvement Fund accounts, effective upon full execution of all parties.

B. JG Contracting, Carnegie, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement renewal between the County of York, on behalf of the York County Department of Emergency Services, and JG Contracting, Carnegie, PA, to provide preventative maintenance for each of the twenty-four (24) 9-1-1 radio communication system transmission sites at a cost of \$20,912.35 per quarter, for a total cost of \$83,649.40, for the period of February 1, 2015 through January 31, 2016.

C. JG Contracting, Carnegie, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement first amendment between the County of York, on behalf of the York County Department of Emergency Services, and JG Contracting, Carnegie, PA, in the amount of \$164,300.00 to reflect the addition of the construction of a monopole at the Wrightsville Water Tank site associated with the Radio and Microwave Systems Upgrade project for a cost of \$205,700.00, and a credit in the amount of -\$41,400.00 for the removal of a tower modification line item on the original agreement, for a new total contract amount of \$1,224,070.00.

11. LEASE AGREEMENT

A. Space Leasing, Inc., York, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a lease agreement third amendment between the County of York, on behalf of the York County District Attorney's office, and Space Leasing, Inc., York, PA, to correct the written notice date to the Landlord for the option to renew the lease agreement from on or before November 1, 2020 to on or before November 1, 2019.

12. GRANT APPLICATION

A. Pennsylvania Department of Conservation and Natural Resources (DCNR), 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 Parks department, to the Pennsylvania Department of Conservation and Natural Resources (DCNR), Harrisburg, PA, in the amount of \$99,920.00 with a County match of \$24,980.00, for a total grant amount of \$124,900.00, for the design and construction of Hollow Creek Greenway Trail and trail head facilities at Nixon County Park.

13. HUMAN SERVICES

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

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement amendment between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and Main Associates, York, PA, an agency-funded service provider, extending the original agreement from April 30, 2015 to June 30, 2015, and increasing the contract agreement amount by \$6,600.00, but not to exceed a total amount of \$31,600.00, for Project Management Consulting services, for the period of October 22, 2014 through June 30, 2015.

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

Motion was made by Commissioner Reilly, 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 \$800.50, according to the schedule attached to the agreements:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
BR, Norristown, PA	LGG fka LG F	\$21.50
BR, Norristown, PA	AEG fka AED	\$21.50
MD and AD, Hanover, PA	MRD fka MRD	\$27.00
MD and AD, Hanover, PA	MRD fka MRD	\$27.00
MD and AD, Hanover, PA	BED fka BED	\$27.00

C. Subsidized Adoption Assistance Agreement Termination – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a subsidized adoption assistance agreement termination between the County of York, on behalf of the York County Office of Children, Youth & Families, and BME, Hanover, PA, effective January 1, 2015, as the adopted child, RLE fka RLB, turned 18 years of age on August 8, 1996.

D. 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>
NHS of Montgomery County	2506 North Broad Street Colmar, PA 18914	Foster Care Plus Foster Care	\$83.09/diem	01
Youth Advocate Program, Inc.	907 Roosevelt Avenue York, PA 17404	Advocacy Program 0-7.5 hrs/wk Counseling	\$21.20/hour	01
Youth Advocate Program, Inc.	907 Roosevelt Avenue York, PA 17404	Advocacy Program 7.75-15 hrs/wk Counseling	\$21.20/hour	02

14. TAX REFUND REGISTER

A. Tax Refund Register 2015-08

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2015-08 authorizing payment of York County real estate tax refunds totaling \$582.08.

15. 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 April 1, 2015 totaling \$4,570,250.27.

Weekly Disbursement Totals for April 1, 2015

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	3,691,956.15
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	FEMA Disaster Grant	
01	Marcellus Shale	2,756.00
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	40,820.62
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	2,513.56
06	Human Services	307.90

07	Children & Youth	133,102.57
08	911	16,985.78
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	7,417.01
25	Aging	128,462.85
28	MH-IDD	177,138.55
30/31	York/Adams HealthChoices	32.97
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	22,985.79
36	Earn-It	
40	Weatherization Liheap	
45	Block Grant	238,376.76
46	Affordable Housing	24,692.61
47	Revolving Fund	5,613.00
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	4,915.00
51	Weatherization Doe	
72	Tax Claim	18,014.80
75	Retirement	
82	2013 PLGIT GOB Fund	316.79
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	53,841.56
	Total	<u><u>4,570,250.27</u></u>

16. REPORT OF EXECUTIVE SESSIONS

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

17. SOLICITOR'S REPORT

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

18. OPEN POSITIONS REPORT

Stephanie Diehl, York County Human Resources Department, gave a report of open positions within the County of York as of April 1, 2015.

19. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

A. New Freedom Borough

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a letter of support for New Freedom Borough for the submission of a grant application to the Pennsylvania Department of Conservation and Natural Resources (DCNR), to provide funds through the Community Park Rehabilitation and Renovation Grant for the construction of improvements to Marge Goodfellow Park; and further authorizing an allocation of \$10,000.00 of York County Marcellus Shale funds to New Freedom Borough for grant match funding.

B. Editorial

Controller Green read a statement regarding a recent comment made in the York Daily Record's editorial referencing "York's pension debt". Controller Green clarified that the comment was referencing "York City's" pension debt, not York County's pension debt, as the editorial comment stated that "York's pension debt is among the most dire in the state". Controller Green stated that the County's pension fund has a solid performance and contributes greatly to the County's excellent Standard and Poor's AA stable rating.

C. Director Announcement

Eric Bistline, Executive Director of Emergency Services, introduced Jacqueline Brininger as the new County Control 9-1-1 Director.

D. Holiday Closing

Commissioner Chronister announced that the County will be closed for business on Friday, April 3rd, in observance of the Good Friday holiday.

20. 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 10:29 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager