

**COMMISSIONERS' MEETING
MINUTES**

05/14/14

1. CALL TO ORDER

York County Future Farmers of America (FFA) member Brianna Oppong Antwi called the meeting to order at 10:00 a.m. with all board members present.

A. Opening Ceremony

Brianna Oppong Antwi led the Pledge of Allegiance.

Pastor Lisa Hair, Protestant Chaplain of York College, 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 May 7, 2014 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

Michelle Hovis, Executive Director of Human Services, announced that the month of May 2014 is Mental Health Awareness Month. She gave an overview of mental health services available for those in need.

4. PROCLAMATION

A. "Older Americans Month"

The Board of Commissioners presented a proclamation to Mark Shea, Deputy Director of the Area Agency on Aging, proclaiming the month of May 2014 as "Older Americans Month" in York County.

5. PRESENTATION/CERTIFICATES OF COMMENDATION

A. York County Future Farmers of America (FFA) Parliamentary Procedure and Public Speaking First Place Winners

Future Farmers of America (FFA) members Adrienne Beck, Katie Grim, Sherri Barr, Brianna Oppong Antwi, Brandon Oppong Antwi and Haley Young, from Eastern York High School, demonstrated the presentation that won them first place in the York County FFA Parliamentary and Procedure contest. FFA member Emily Yinger, from Dover High School, gave the speech that won her first place in the Prepared Public Speech contest. The Board of Commissioners presented certificates of commendation to each winning member recognizing them for their outstanding achievements.

6. REAPPOINTMENTS

A. York County Area Agency on Aging Advisory Council

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to reappoint the following individuals to the York County Area Agency on Aging Advisory Council for three-year terms, effective as indicated:

Dr. Sardari Khanna, York Township	January 1, 2014 through December 31, 2016
William Long, West Manchester Township	December 1, 2013 through November 30, 2016

7. PURCHASES

A. Phillips Office Solutions, Middletown, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the York County Area Agency on Aging, and Phillips Office Solutions, Middletown, PA, for office cubicle workstations and furniture for a total cost of \$18,832.99 under a PA COSTARS contract, funded through the Pennsylvania Department of Aging Block Grant.

B. CDW Government, Chicago, IL

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the York County Area Agency on Aging, and CDW Government, Chicago, IL, for sixteen (16) HP tablets and associated equipment to support the Care Transitions Services program for a total cost of \$21,680.00, funded through the Pennsylvania Department of Aging Block Grant.

8. 2014 MARCELLUS SHALE LEGACY FUNDS ALLOCATION

A. York County Penn State Cooperative Extension

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the allocation of \$17,500.00 of 2014 Marcellus Shale Legacy funds to the York County Penn State Cooperative Extension, on behalf of the Master Gardeners, for the following projects:

<u>Project</u>	<u>Location</u>	<u>Allocation</u>
Gazebo	John Rudy County Park Gardens	\$ 1,750.00
Demonstration Meadow Garden	Pleasant Acres Flagpole Island	\$15,750.00

9. CONSTRUCTION PLANS REVISION

A. Bridge No. 236 Replacement Project

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve revised construction plans, on behalf of C.S. Davidson, Inc., County Engineer, for the Bridge No. 236 Replacement project (Ridge Road over North Bermudian Creek in Franklin Township), as required by the Pennsylvania Department of Transportation (PennDOT).

10. APPLICATION AMENDMENT

A. County of York Conservation Easement Donation Program

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve an application amendment, on behalf of the York County Agricultural Land Preservation Board, to the County of York Conservation Easement Donation Program to reflect a revision in language clarifying the costs the board shall provide; title responsibilities and fees; and to establish a \$1,000.00 application fee for submission to the program.

11. CONTRACT AGREEMENTS

A. American Federation of State, County and Municipal Employees (AFSCME), Local AFL-CIO Union, District 89

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a collective bargaining contract agreement between the County of York, on behalf of the York County Human Resources department, and the American Federation of State, County and Municipal Employees (AFSCME), Local AFL-CIO Union, District 89, for the York County Facility Maintenance, Elections & Voters, Assessment, Parks & Recreation, E-911, and Weights & Measures departments, effective January 1, 2014 through December 31, 2017.

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

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 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 in the amount of \$19,443.34, for the period of January 1, 2014 through December 31, 2014.

C. JG Contracting, Carnegie, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke 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 the tower and shelter facilities for the 9-1-1 radio communication system at a cost of \$20,108.05 per quarter, for a total cost of \$80,432.20, for the period of February 1, 2014 through January 31, 2015.

D. SSC Consulting, LLC, Elkton, MD

Commissioner Reilly made a motion, seconded by Commissioner Hoke 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 SSC Consulting, LLC, Elkton, MD, for software maintenance and support associated with the Asset Tracking program used to maintain all of the facility's hardware and software applications at a cost of \$17,203.52, for the period of April 1, 2014 through March 31, 2015.

12. LEASE AGREEMENT

A. Higher Information Group, Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a lease agreement between the County of York, on behalf of the York County Information Services department, and Higher Information Group, Harrisburg, PA, for one (1) Toshiba (e-studio 255se) copier, including maintenance and supplies, except paper, for the Court Reporters of the Court Administration department, at a cost of \$240.00 per quarter, for a total cost of \$2,880.00, for the period of May 23, 2014 through August 23, 2017.

13. HIPAA BUSINESS ASSOCIATE AGREEMENT

A. ProShred Security, Paoli, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to ratify a HIPAA business associate agreement between the County of York, on behalf of the York County Archives department, and ProShred Security, Paoli, PA, provider of shredding services for the County.

14. HUMAN SERVICES

A. Professional Service Contract Agreement – York County Area Agency on Aging

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a professional service contract agreement between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and Harmony Information Systems, Inc., Reston, VA, for the implementation and configuration of software for the Harmony Care Transitions Solution program to manage the coordination of home and community-based services at a cost not to exceed \$6,875.00, with a subscription fee at a rate of \$8.75 per eligible consumer episode, for the period of three (3) years, effective upon full execution of the agreement, with the option to renew annually.

B. Service Provider Contract Agreement Amendment – York County Area Agency on Aging

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a service provider contract agreement amendment between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and Rabbittransit, York, PA, reducing the consumer co-pay to \$0.00 for transportation to senior community and adult day care centers, for the period of April 1, 2014 through June 30, 2014.

C. 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 \$780.00, according to the schedule attached to the agreements:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
KB and BB, Harrisburg, PA	DMB aka CMM	\$26.50
KB and BB, Harrisburg, PA	JSB aka JSJM	\$26.50
AS and RS, Etters, PA	JES aka KJ	\$30.50
AS and RS, Etters, PA	SAS aka OJ	\$26.50

15. TAX REFUND REGISTER

A. Tax Refund Register 2014-15

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2014-15 authorizing payment of York County real estate tax refunds totaling \$22.94.

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 May 14, 2014 totaling \$2,886,243.59.

<u>Weekly Disbursement Totals for May 14, 2014</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	940,324.92
01	Payroll	1,270.70
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	225,557.69
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	11,945.16
06	Human Services	590.69
07	Children & Youth	127,161.61
08	911	27,678.78
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	15,621.81
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	1,940.92
25	Aging	207,213.62
28	MH-IDD	1,147,594.77
30/31	York/Adams HealthChoices	15.00
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	
36	Earn-It	234.00
40	Weatherization Liheap	22,525.33
45	Block Grant	19,611.13
46	Affordable Housing	6,329.24
47	Revolving Fund	14,705.01
48	Downtown Hanover	
49	ARRA Weatherization	

50	Continuum of Care	4,211.00
51	Weatherization Doe	105.97
72	Tax Claim	3,908.52
75	Retirement	42,596.98
82	2013 PLGIT GOB Fund	2,040.00
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	63,060.74
	Total	<u>2,886,243.59</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.

19. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

A. Resolution 2014-06

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2014-06 ratifying and authorizing the director of Facilities Management to enter into a contract with Worden and Shewell, York, PA, for emergency replacement of domestic hot and cold water lines due to a major water leak at the York County Youth Development Center at a cost not to exceed \$11,946.

B. Mr. Herbert Garber

Mr. Herbert Garber thanked the Board of Commissioners for presenting today's proclamation recognizing the month of May 2014 as "Older Americans Month" in York County. Mr. Garber commended the personal care provided to elderly residents of the Pleasant Acres Nursing & Rehabilitation Center by York County employees.

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 10:54 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager