

**COMMISSIONERS' MEETING  
MINUTES**

**05/21/14**

**1. CALL TO ORDER**

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

**A. Opening Ceremony**

Deputy Controller Deb Myers led the Pledge of Allegiance.

Reverend Sue Oelrich, Pleasant Acres Nursing Home 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 May 14, 2014 Commissioners' Meeting as submitted.

**3. PERIOD OF PUBLIC COMMENT**

Information Services Executive Director Joe Sassano introduced Rachael Perring as the new Director of Assessment and Tax Claim.

Rae Jean DeShields, nursing staff member of the Pleasant Acres Nursing & Rehabilitation Center, expressed her concerns of possible diminishing quality of care for PAN&RC residents. Ms. DeShields stated that compensation issues have caused a continued decrease in nursing staff. She stated that it is difficult to sufficiently cover all of the needs of the residents while being short-staffed. Commissioner Chronister stated that the board has addressed compensation issues with the nursing home.

**4. PRESENTATION**

**A. Cremation Authorization Fee – York County Coroner**

Coroner Pamela Gay gave a presentation on the services provided and the increase in the number of cases the Coroner's office receives. Coroner Gay requested that the board consider implementing a \$50.00 Cremation Authorization Fee to help defray the increased costs associated with these services.

## **5. RESOLUTION**

### **A. Resolution 2014-07**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to table Resolution 2014-07 authorizing the implementation of a \$50.00 administrative fee for authorization of cremation services, with an exception for individuals less than 18 years of age, veterans, and those with proof of financial hardship not filing an estate claim.

The Board of Commissioners will take additional time to review and discuss the above motion.

## **6. REQUEST FOR PROPOSALS**

### **A. In-Home and Community-Based Services**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to authorize the advertisement of Requests for Proposals, on behalf of the York County Area Agency on Aging department, for the following in-home and community-based services:

Personal Care and Home Support  
Adult Day Care

## **7. PURCHASE**

### **A. Berkshire Systems Group, Inc., Reading, PA**

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 Facilities Management department, and Berkshire Systems Group, Inc., Reading, PA, for twenty (20) Access Control Units (ACU) at a cost of \$1,295.00 per ACU, for a total cost of \$25,900.00, under a PA COSTARS contract.

## **8. EASEMENT AGREEMENTS/AGREEMENT OF SALE**

### **A. Norfolk Southern Railroad Company, Roanoke, VA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve an easement agreement and agreement of sale between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and Norfolk Southern Railroad Company, Roanoke, VA, for the right-of-way, temporary construction easement, and acquisition of property to complete the Bridge No. 345 Replacement project (Old Gettysburg Pike over Yellow Breeches creek in Carroll Township) for a total cost of \$5,500.00, with 95% reimbursable from PennDOT.

**B. The DLH Trust, A Revocable Living Trust, Las Vegas, NV**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve an easement agreement between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and The DLH Trust, A Revocable Living Trust, Las Vegas, NV, for a temporary construction easement necessary for the rehabilitation of Bridge No. 77 (Philadelphia Street over the Codorus Creek), at a cost of \$500.00, with 95% reimbursable from PennDOT.

**9. INSURANCE POLICY AGREEMENT**

**A. Liberty Mutual Insurance, Fairfield, OH**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve an insurance policy agreement between the County of York, on behalf of the York County Human Resources department, and Liberty Mutual Insurance, Fairfield, OH, to provide builders risk coverage for the 5<sup>th</sup> floor of the Judicial Center at a cost of \$4,517.00, for the period of April 28, 2014 through April 27, 2015.

**10. HUMAN SERVICES**

**A. 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>
RD and TD, Shrewsbury, PA	NDD aka NSS	\$26.50
SM, York, PA	SCM aka SCS	\$26.50
SM, York, PA	MSM aka MAS	\$26.50

**B. 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, 2014 through December 31, 2014:

Nina and Wilbur Brown	Red Lion, PA
Adrienne and James Guarro	York, PA

## 11. TAX REFUND REGISTER

### A. Tax Refund Register 2014-16

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2014-16 authorizing payment of York County real estate tax refunds totaling \$3,138.08.

## 12. 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 May 21, 2014 totaling \$9,009,933.35.

<u>Weekly Disbursement Totals for May 21, 2014</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	4,119,708.80
01	Payroll	
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	259,885.65
03	Unclaimed Money	36.62
04	Donations	5,080.00
05	Controlled Substance	36,078.42
06	Human Services	52,204.37
07	Children & Youth	702,421.52
08	911	16,775.60
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	33,786.99
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	9,984.36
25	Aging	219,775.78
28	MH-IDD	294,863.12
30/31	York/Adams HealthChoices	494.75
30	York Reinvestment	3,421.60
31	Adams Reinvestment	371.20
35	Domestic Relations	46,028.47
36	Earn-It	427.51
40	Weatherization Liheap	2,948.13
45	Block Grant	41,645.44
46	Affordable Housing	597.20
47	Revolving Fund	1,681.47
48	Downtown Hanover	
49	ARRA Weatherization	

50	Continuum of Care	2,439.00
51	Weatherization Doe	7,285.32
72	Tax Claim	3,065,463.81
75	Retirement	3,825.55
82	2013 PLGIT GOB Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	
		<u>82,702.67</u>
	Total	<u><u>9,009,933.35</u></u>

### **13. REPORT OF EXECUTIVE SESSIONS**

Commissioner Chronister reported the following Executive Session was held since the last Commissioners' Meeting:

05/19 – Commissioners Hoke and Reilly, Deb Myers, Kristy Bixler and Tiffany Trout – General Personnel; Donald O'Shell – Clerk of Courts Personnel; Tom Kearney and Kyle King – District Attorney's Office Personnel; President Judge Linebaugh and Paul Crouse – Court Administration Personnel; and Mark Kimmel and Bruce Holbrook – Conservation District Personnel.

### **14. SOLICITOR'S REPORT**

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

### **15. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS**

No other business or public comments were received.

### **16. 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