

**COMMISSIONERS' MEETING
MINUTES**

05/27/15

1. CALL TO ORDER

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

A. Opening Ceremony

Controller Robb Green led the Pledge of Allegiance.

Reverend Kevin Shively of St. Matthew's Lutheran 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 May 20, 2015 Commissioners' Meeting as submitted.

3. PRESENTATION

A. LERTA Application – Apio, Inc., 26 Industrial Drive, Penn Township, Hanover, PA

York County Economic Alliance President & CEO Darrel Auterson and Jason Frost from Apio, Inc. requested the Board to consider approving a LERTA application submitted by Apio, Inc., for the expansion of an existing manufacturing facility located at 26 Industrial Drive, Penn Township, Hanover, PA.

4. PERIOD OF PUBLIC COMMENT

No public comments were received.

5. 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:

Nina Aimable, York City
March 1, 2015 through March 31, 2018

Susan Heinle, York Township
April 1, 2015 through April 30, 2018

Diane Berkheimer, York Township
February 1, 2015 through February 28, 2018

Kimberly Maglaughlin, Peach Bottom Township
April 1, 2015 through April 30, 2018

Joni Griffin, Berwick Township, Adams County
December 1, 2014 through December 31, 2017

John Manley, Springettsbury Township
January 1, 2015 through January 31, 2018

6. REQUEST FOR PROPOSALS

A. Accelerated Rehabilitative Disposition (ARD) Program

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to authorize the York County District Attorney's office to advertise a Request for Proposals (RFP) for the administration of the Accelerated Rehabilitative Disposition (ARD) program.

7. RESOLUTIONS

A. Resolution 2015-13

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2015-13 authorizing President Commissioner Chronister to execute any and all recordable documents for the sale of One Marketway West, County-owned real estate; and further authorizing Solicitor Michael W. Flannelly to execute any and all non-recordable documents to complete settlement of the property.

B. U.S. Department of Housing and Urban Development (HUD), Washington, D.C.

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the York County Planning Commission, for the following changes to the 2014 Action Plan under the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., funded through the Community Development Block Grant program:

<u>Activity</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
Home Improvement Program Rehab Fund	\$300,000.00	45681995 (close)	45270014 (UP)
HIP Project Delivery & Operating	\$200,000.00	45272014 (UP)	45681994 (increase)
CDBG Program Administration	\$100,000.00	45272014 (UP)	45481997 (increase)

8. PURCHASES

A. Recon Robotics, Minneapolis, MN

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 District Attorney's office, and Recon Robotics, Minneapolis, MN, for two (2) robots and licensing agreements at a cost of \$13,950.00 per robot, plus shipping costs, for a total cost of \$28,120.00, to be utilized by the York County Quick Response Team during emergencies involving threats to safety of life.

B. KPI Tactical, Lancaster, 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 District Attorney’s office, and KPI Tactical, Lancaster, PA, for forty-five (45) helmets for the York County Quick Response Team, for a total cost of \$21,199.73 under a PA COSTARS contract.

C. Wacor Electronic Systems, Inc., East Petersburg, 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 Prison, and Wacor Electronic Systems, Inc., East Petersburg, PA, for the installation of sixteen (16) closed circuit TV cameras, including associated equipment and software, for surveillance and security purposes, for a total cost of \$70,952.37 to be funded through the Prison Telephone Revenue account.

D. Continental Technologies, Inc. (CTI), Hunt Valley, MD

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the York County Information Services department, and Continental Technologies, Inc. (CTI), Hunt Valley, MD, for the following thirty-eight (38) software maintenance and support agreements, for a total cost of \$14,400.62, for the period of June 6, 2015 through June 5, 2016:

<u>Qty</u>	<u>Software</u>	<u>Each</u>	<u>Total</u>
12	Tricerat Simplify Printing	\$476.00	\$ 5,712.00
12	Tricerat Simplify Profiles	\$215.00	\$ 2,580.00
14	Tricerat Simplify Printing (pro-rated)	\$436.33	<u>\$ 6,108.62</u>
			\$14,400.62

9. LEASE AGREEMENTS

A. Triangle Communications, New Cumberland, 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 Department of Emergency Services, and Triangle Communications, New Cumberland, PA, for use of an additional tower site located in Reeser’s Summit, Fairview Township, as part of the Radio and Microwave Systems Upgrade project, at a rate of \$1,950.00 per month, for a total cost of \$23,400.00 per year, effective June 1, 2015.

B. Hirschfield Communications, a Delaware limited liability company, West Hartford, CT

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a lease agreement between the County of York, on behalf of the York County Department of Emergency Services, and Hirschfield Communications, a Delaware limited liability company, West Hartford, CT, for use of an additional tower site located in Mount Wolf Borough, East Manchester Township, as part of the Radio and Microwave Systems Upgrade project, at a rate of \$2,200.00 per month, for a total cost of \$26,400.00 per year, for a period of ten (10) years effective July 1, 2015, unless completion of equipment installation commences at an earlier date, with an automatic renewal for a term of an additional ten (10) years, followed by an automatic renewal for a term of an additional nine (9) years.

10. INTERGOVERNMENTAL COOPERATION AGREEMENT

A. City of York, York, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve an intergovernmental cooperation agreement between the County of York, on behalf of the York County Planning Commission, and the City of York, York, PA, appointing the York County Uniform Construction Code Board of Appeals to hear appeals from the decisions of the City of York Code Administrator.

11. HUMAN SERVICES

A. Memorandum of Understanding – York County Youth Development Center

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a memorandum of understanding between the County of York, on behalf of the York County Youth Development Center, and Manchester Barbershop, Manchester, PA, to provide bi-weekly hair care services to residents of YDC at the rates indicated, effective May 27, 2015:

Haircut	\$10.00
Shape-Up	\$ 5.00

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 not to exceed \$800.50 for each child, according to the schedule attached to the agreement:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
LL and TL, Harrisburg, PA	AEW	\$26.50
TC and JC, Northampton, PA	JLH fka JLH	\$25.50
TC and JC, Northampton, PA	JLH fka JLH	\$25.50

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

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve subsidized adoption assistance agreement second amendments between the County of York, on behalf of the York County Office of Children, Youth & Families, and DS and MS, Seven Valleys, PA, to reflect an increase in subsidy payments as indicated for the following adopted children as a result of the Difficulty of Care Assessment, effective May 27, 2015, with no other changes being made to the agreements:

<u>Minor Child</u>	<u>Original Rate</u>	<u>Amended Rate</u>
KAS fka KEJ	\$32.00 per day	\$36.50 per day
HAS fka HEJ	\$32.00 per day	\$36.50 per day

12. BUDGET LINE ITEM ADJUSTMENTS

A. 2015 Budget Line Item Adjustments

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve 2015 Budget Line Item Adjustments, as submitted by the Controller’s Office, for the week of May 27, 2015.

Budget Adjustments				
2015				
<u>Department Name</u>	<u>Department Number</u>	<u>Account Description</u>	<u>Account Number</u>	<u>Amount Change</u>
Sheriff	011251	Office Equipment	5600500	415
Sheriff	011251	Contract Service Agreements	5200236	(415)
Register of Wills	011250	Training	5200211	350
Register of Wills	011250	Advertising	5200201	(350)

Judicial Center Maintenance	010104	Overtime	5000106	2,000
Judicial Center Maintenance	010104	Electric	5200206	(2,000)
HSC Maintenance	010106	Overtime	5000106	1,000
HSC Maintenance	010106	Electric	5200206	(1,000)
Penn State Extension	018613	Insurance	5200432	694
Penn State Extension	018613	Telephone	5200203	(694)

13. TAX REFUND REGISTER

A. Tax Refund Register 2015-15

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2015-15 authorizing payment of York County real estate tax refunds totaling \$4,206.94.

14. 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 27, 2015 totaling \$5,095,166.36.

Weekly Disbursement Totals for May 27, 2015

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,240,448.23
01	Payroll	555.00
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	52,528.35
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	16,784.74
06	Human Services	132,027.83
07	Children & Youth	1,114,911.33
08	911	26,254.70
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	150,324.51

28	MH-IDD	855,616.49
30/31	York/Adams HealthChoices	1,413.10
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	25,617.32
36	Earn-It	37.83
40	Weatherization Liheap	24,991.05
45	Block Grant	29,839.73
46	Affordable Housing	7,943.81
47	Revolving Fund	3,025.00
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	2,403.00
51	Weatherization Doe	3,526.14
72	Tax Claim	
75	Retirement	1,326,403.62
82	2013 PLGIT GOB Fund	
84	911 Capital Projects Fund	1,000.00
85	P/A Capital Projects Fund	
90	Drug & Alcohol	79,514.58
	Total	<u><u>5,095,166.36</u></u>

15. REPORT OF EXECUTIVE SESSIONS

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

16. SOLICITOR'S REPORT

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

17. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

18. 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 10:19 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager