

**COMMISSIONERS' MEETING  
MINUTES**

**06/04/14**

**1. CALL TO ORDER**

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

**A. Opening Ceremony**

Chief Clerk Sherry Baer led the Pledge of Allegiance.

Reverend Roberta Johnson, Memorial Hospital 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 28, 2014 Commissioners' Meeting as submitted.

**3. PERIOD OF PUBLIC COMMENT**

Eric Bistline, Executive Director of Emergency Services, gave the board an update on the Radio and Microwave project.

**4. PRESENTATION**

**A. "Fight Against Sexual Assault" – Miss York County Tristalyn Kint**

Miss York County Tristalyn Kint introduced herself, and spoke about her platform on the fight against sexual assault and her involvement in the Miss America Organization.

**5. RESOLUTIONS**

**A. Resolution 2014-07**

Motion was made by Commissioner Hoke and seconded by Commissioner Reilly to adopt 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 such as less than \$20,000 in joint assets or less than \$10,000 in individual assets.

After discussion, Commissioner Reilly and Commissioner Chronister voted to approve the above motion, with Commissioner Hoke opposed.

**B. Resolution 2014-08**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2014-08 for the purpose of creating a policy for implementation of federal regulations concerning retro-reflectivity for traffic control signs located on County bridges and County roads.

**C. Resolution 2014-09**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2014-09, and approve a cooperation and sub-grantee agreement between the County of York and the York County Conservation District, York, PA, wherein the County of York shall agree to serve as grantee for the Conservation District’s Redevelopment Assistance Capital Program (RACP) award of \$1.5 million, subject to execution of a sub-grantee agreement for the utilization of RACP funds to provide for the construction of the York County Natural Resource Service Center on County-owned land located in Springettsbury Township, York County, Pennsylvania.

**6. BID AWARD**

**A. Lehigh Valley Respiratory Care, East Petersburg, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a bid award to Lehigh Valley Respiratory Care, East Petersburg, PA, for liquid oxygen, and rental of oxygen concentrators, liquid oxygen base units and liquid oxygen portable units for the Pleasant Acres Nursing and Rehabilitation Center at the rates indicated, for the period of July 1, 2014 through June 30, 2015:

Liquid oxygen .55 cents per pound  
Oxygen concentrators .10 cents per hour, not to exceed the maximum rental charge of \$20.00

**7. PROPOSAL**

**A. JG Contracting Company, Pittsburgh, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a proposal from JG Contracting Company, Pittsburgh, PA, on behalf of the York County Emergency Services department, for professional engineering services required to do tower and/or water tower mounting and structural analysis associated with the Radio and Microwave Systems Upgrade project at the following site locations, for a total cost of \$26,225.00:

Dillsburg  
E. Manchester Township  
Glen Rock  
Manchester Township

Red Lion  
Stewartstown Borough  
W. Manheim Township  
Wrightsville

## **8. PURCHASES**

### **A. CDW Government, Chicago, IL**

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 CDW Government, Chicago, IL, for ten (10) HP tablets with accessories for the Children, Youth & Families department, for a total cost of \$13,550.00 under a PA COSTARS contract.

### **B. PAC Industries, Inc., Harrisburg, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the York County Prison, and PAC Industries, Inc., Harrisburg, PA, for a 60 lb. capacity washer at a cost of \$11,446.00 to be funded through the Prison Telephone Revenue account.

### **C. P & S Compressor & Spray Equipment, Inc., Manchester, 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 Prison, and P & S Compressor & Spray Equipment, Inc., Manchester, MD, for a compressor and dryer for a total cost of \$17,157.02 to be funded through the Prison Telephone Revenue account.

### **D. Lobar Associates Construction, Dillsburg, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a purchase between the County of York, on behalf of the York County Prison, and Lobar Associates Construction, Dillsburg, PA, for the installation of carpeting and floor tile for a total cost of \$14,834.04 to be funded through the Prison Telephone Revenue account.

## 9. GRANT APPLICATION

### A. Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the resubmission of a grant application, on behalf of the York County Adult Probation department, to the Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA, in the amount of \$295,909.00, a reduction of \$41,868.00 for the following budget line items, to provide partial salaries for four (4) probation officers and two (2) drug and alcohol case managers, and intensive drug and alcohol treatment through the Intermediate Punishment Program and Day Reporting Center, for the period of July 1, 2014 through June 30, 2015:

	<u>Original Budget</u>	<u>Revised Budget</u>
Personnel	\$ 98,603.00	\$ 86,223.00
Consultants	\$200,607.00	\$171,231.00
Consultants - Travel	\$ 1,695.00	\$ 1,695.00
Consultants - Product/Service	<u>\$ 36,872.00</u>	<u>\$ 36,760.00</u>
	\$337,777.00	\$295,909.00

## 10. TAX REFUND REGISTER

### A. Tax Refund Register 2014-18

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2014-18 authorizing payment of York County real estate tax refunds totaling \$1,680.90.

## 11. 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 June 4, 2014 totaling \$9,273,795.11.

### Weekly Disbursement Totals for June 4, 2014

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	6,746,427.86
01	Payroll	24,171.71
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	163,267.19
03	Unclaimed Money	12.50
04	Donations	201.34
05	Controlled Substance	16,669.72

06	Human Services	1,869.48
07	Children & Youth	278,807.37
08	911	14,195.13
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	6,877.48
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	57,516.59
25	Aging	387,907.21
28	MH-IDD	108,371.63
30/31	York/Adams HealthChoices	14,521.93
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	113,618.75
36	Earn-It	185.22
40	Weatherization Liheap	
45	Block Grant	74,519.32
46	Affordable Housing	20,944.40
47	Revolving Fund	2,524.99
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	7,565.00
51	Weatherization Doe	
72	Tax Claim	56.07
75	Retirement	1,136,065.75
82	2013 PLGIT GOB Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	97,498.47
	Total	<u><u>9,273,795.11</u></u>

## 12. REPORT OF EXECUTIVE SESSIONS

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

06/02 – Three Commissioners, Robb Green, Kristy Bixler and Tiffany Trout – General Personnel, Court Administration Personnel and Conservation District Personnel; and Donald O'Shell – Clerk of Courts Personnel.

## 13. SOLICITOR'S REPORT

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

## 14. OPEN POSITIONS REPORT

Stephanie Diehl, York County Human Resources Department, gave a report of open positions within the County of York as of June 4, 2014.

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

### **A. Yohn Property Management, York, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to authorize President Commissioner Chronister to execute a document entitled "Addendum No. 1 – Addendum/Endorsement to Commercial Agreement of Sale" relating to the sale of the One Marketway West building to Yohn Property Management, York, PA, to provide additional time for Yohn Property Management to satisfy conditions placed upon the loan by Fulton Bank, and would provide that the County subordinate its lien position to Fulton.

## **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 10:30 a.m.

Respectfully submitted,

Sherry L. Baer  
Chief Clerk/Office Manager