

**COMMISSIONERS' MEETING  
MINUTES**

**06/11/14**

**1. CALL TO ORDER**

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

**A. Opening Ceremony**

Commissioner Christopher Reilly led the Pledge of Allegiance.

Reverend Roger Mentzer of Bethlehem United Methodist 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 June 4, 2014 Commissioners' Meeting as submitted.

**3. PERIOD OF PUBLIC COMMENT**

No public comments were received.

**4. PRESENTATION**

**A. Historic Preservation Plan – York County Planning Commission**

Amy Evans of the York County Planning Commission announced that they are kicking off the Historic Preservation planning process. She stated that the Pennsylvania Municipality Planning Code requires that the County's Comprehensive Plan includes a Historic Preservation Plan. Ms. Evans stated that the plan is designed to identify and promote preservation planning, and to act as a resource to assist in preservation planning practices that benefit local communities. She estimated that it will take one year for completion of the plan with additional time for adoption.

**5. RESOLUTIONS**

**A. Felicia S. Dell, Director of the York County Planning Commission**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Housing Division of the York County Planning Commission, authorizing George M. Barnock, former Chief of Housing of the York County Planning Commission, be removed as County Escrow Agent and appointing Felicia S. Dell, Director of the York County Planning Commission, as County Escrow Agent to monitor the investment and growth of the Tailored Lady Apartments in Hanover Borough County mortgage escrow account.

## **B. Shrewsbury Courtyards Associates Limited Partnership**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Housing Division of the York County Planning Commission, extending the HOME Investment Partnerships (HOME) affordable rental-housing mortgages between the County of York and Shrewsbury Courtyards Associates Limited Partnership from June 30, 2014 to December 31, 2015, to allow for a physical needs assessment of the Shrewsbury Courtyards I Apartments and explore options for continued affordability, with no other changes being made to all other terms and conditions.

## **C. Commonwealth of Pennsylvania Department of Community and Economic Development (DCED), Harrisburg, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a resolution authorizing to ratify a contract agreement amendment between the County of York, on behalf of the York County Planning Commission, and the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED), Harrisburg, PA, extending the Weather Assistance Program (WAP) master agreement to June 30, 2016.

## **6. APPOINTMENT**

### **A. York County Parks and Recreation Advisory Board**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to appoint Sherri A. Stough, Manchester Township, to the York County Parks and Recreation Advisory Board for a three-year term, effective June 11, 2014 through December 31, 2016.

## **7. PURCHASE**

### **A. Verizon Business Services, Harrisburg, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a purchase amendment between the County of York and Verizon Business Services, Harrisburg, PA, for the addition of voicemail, long distance and toll-free telephone services to Centranet telephone service for the County of York at the rates and provisions indicated on the current Commonwealth of Pennsylvania's (COPA) contract agreement until such time that an informed decision on future telephone service for the County is reached, effective June 15, 2014.

## **8. PLANS OF CONSTRUCTION**

### **A. C.S. Davidson, Inc., York, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve plans of construction between the County of York and C.S. Davidson, Inc., York, PA, County Engineer, for the Bridge No. 345 Replacement project (Gettysburg Pike over the Yellow Breeches Creek in Carroll Township), prepared as per the professional services agreement.

## **9. BID AWARDS/CONTRACT AGREEMENTS**

### **A. Administrative Center Building Envelope Maintenance Project**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve bid awards and contract agreements between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and the following lowest bidders for the Administrative Center Building Envelope Maintenance project, for a total cost of \$112,346.35:

Contract No. 1-Building Envelope Repair Work Jones Masonry Restoration Corp., Harrisburg, PA	\$93,900.00
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Contract No. 2-Storm Drain Additions H&H General Excavating, Spring Grove, PA	\$18,446.35
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### **B. Reliance Standard, Philadelphia, 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 Human Resources Department, and Reliance Standard, Philadelphia, PA, for short-term disability coverage for applicable County employees at a rate of \$0.78 per \$10.00 of coverage, for the period of June 1, 2014 through May 31, 2015.

## **10. HAZARDOUS MATERIAL ASSESSMENT**

### **A. Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of a hazardous material assessment of the York County Hazardous Material Emergency Response Preparedness (HMERP) plan, conducted by the Local Emergency Planning Committee (LEPC), on behalf of the York County Emergency Management Agency, to the Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA, for the Pennsylvania Emergency Planning Committee to determine the status of the County's hazardous material safety program.

## 11. GRANT APPLICATIONS

### A. Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of a grant application, on behalf of the York County Emergency Management Agency, to the Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA, to provide financial assistance for the Local Emergency Planning Committee (LEPC), and for emergency response equipment and training needs, through the Hazardous Material Response Fund (HMRF) grant, for the 2014-2015 state fiscal year.

### B. Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to ratify the submission of a grant application, on behalf of the York County Center for Traffic Safety, to the Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA, in the amount of \$254,576.08 to provide the annual operating budget for community traffic safety program services to Adams, Lancaster, Lebanon and York Counties, for the period of October 1, 2014 through September 30, 2015.

## 12. HUMAN SERVICES

### A. Subsidized Adoption Agreements – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve subsidized adoption 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>
TRV and JCV, Philadelphia, PA	CSV aka CKS	\$40.00
CH, York, PA	ZWH aka ZWH	\$26.50

**B. Resource Parent Contract Agreements – York County Office of Children, Youth & Families**

Motion was made by Commissioner Reilly, 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 children, for the period of January 1, 2014 through December 31, 2014:

Russell and Penny Tusing, Dover, PA  
Elizabeth Bolton, York PA

**C. Subsidized Permanent Legal Custodianship Agreement Terminations – York County Office of Children, Youth & Families**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve subsidized permanent legal custodianship agreement terminations between the County of York, on behalf of the York County Office of Children, Youth & Families, and JLM and EMM, York, PA, as custodians of ALH and QEH, minor children, as the minor children have been returned to the custody of their biological mother, effective April 24, 2014.

**D. Service Provider Contract Agreement – York County Office of Children, Youth & Families**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a service provider contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Hasmukh Amin, York, PA, for Information Technology and Fiscal Consulting services not to exceed 200 hours at a rate of \$85.00 per hour, effective July 1, 2014 through June 30, 2015.

**13. TAX REFUND REGISTER**

**A. Tax Refund Register 2014-19**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2014-19 authorizing payment of York County real estate tax refunds totaling \$977.25.

#### 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 June 11, 2014 totaling \$2,521,429.04.

<u>Weekly Disbursement Totals for June 11, 2014</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,357,705.85
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	148,164.95
03	Unclaimed Money	5.00
04	Donations	14,573.87
05	Controlled Substance	12,835.77
06	Human Services	50.00
07	Children & Youth	74,595.06
08	911	36,487.99
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	513.37
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	2,928.64
25	Aging	39,074.11
28	MH-IDD	616,319.32
30/31	York/Adams HealthChoices	7,245.44
30	York Reinvestment	19,772.00
31	Adams Reinvestment	
35	Domestic Relations	17,802.92
36	Earn-It	
40	Weatherization Liheap	
45	Block Grant	19,767.86
46	Affordable Housing	5,552.70
47	Revolving Fund	12,246.01
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	206.00
51	Weatherization Doe	
72	Tax Claim	107,221.67
75	Retirement	11,432.35
82	2013 PLGIT GOB Fund	4,517.00
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	12,411.16
	Total	<u><u>2,521,429.04</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