

**COMMISSIONERS' MEETING
MINUTES**

06/24/15

1. CALL TO ORDER

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

A. Opening Ceremony

Treasurer Barbara Bair led the Pledge of Allegiance.

Reverend Keith Fair 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 June 17, 2015 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. PURCHASES

A. Hondru Ford, Manheim, 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 Conservation District, and Hondru Ford, Manheim, PA, for a 2015 Chevrolet Colorado Crew Cab at a cost of \$29,610.90 under a PA COSTARS contract, with \$5,000.00 County allocated funds and \$24,610.90 Conservation District held account funds.

B. PremierComm, LLC, 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 Information Services department, and PremierComm, LLC, Lancaster, PA, for VMWare software licensing at a cost of \$41,467.51, and a three-year support agreement at a cost of \$34,754.19, for a total cost of \$76,221.70.

C. 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 Information Services department, and CDW Government, Chicago, IL, for thirty (30) HP tablets and accessories for the York County Children, Youth & Families department, at a cost of \$1,436.99 per tablet, for a total cost of \$43,109.70, under a PA COSTARS contract, to be funded through the Child Visitation Grant and state funding.

5. RESOLUTIONS

A. Energy Smart Home Improvement, Carlisle, PA

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, authorizing the execution of a contract agreement between the County of York and Energy Smart Home Improvement, Carlisle, PA, to provide weatherization services to qualified York County residents through the York County Weatherization Assistance program, for the period of July 1, 2015 through June 30, 2016.

B. 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, on behalf of the Programs Management and Compliance Division of the York County Planning Commission, authorizing the acceptance and execution of the release of additional funding from the Pennsylvania Department of Community and Economic Development (DCED), Harrisburg, PA, in the amount of \$237,816.00 for the 2015-2016 DOE Weatherization Program, amending the Weatherization Assistance Program Master Agreement by increasing the total program amount to \$2,110,298.00.

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

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Programs Management and Compliance Division of the York County Planning Commission, authorizing the acceptance and execution of the release of additional funding from the Pennsylvania Department of Community and Economic Development (DCED), Harrisburg, PA, in the amount of \$341,000.00 for the 2014-2015 LIHEAP Crisis and Weatherization Program, amending the Weatherization Assistance Program Master Agreement by increasing the total program amount to \$1,872,482.00.

6. INSURANCE POLICY AGREEMENT

A. Collens-Wagner Agency, Inc., York, PA

Motion was made by Commissioner Reilly, 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 Collens-Wagner Agency, Inc., York, PA, for crime, property, general liability, automobile liability, public official and law enforcement coverage at a cost of \$493,292.00, for the period of June 30, 2015 through June 29, 2016.

7. CONTRACT AGREEMENTS

A. Susquehanna Accounting & Consulting Solutions, Inc. (f/k/a Susquehanna Group Advisors, Inc.), 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 Controller's office, and Susquehanna Accounting & Consulting Solutions, Inc. (f/k/a Susquehanna Group Advisors, Inc.), Harrisburg, PA, to provide an Indirect Cost Allocation Plan for years ending December 31, 2016 through December 31, 2019 at the rates indicated:

<u>Year</u>	<u>Fees</u>
2016	\$14,654.00
2017	\$14,654.00
2018	\$15,094.00
2019	\$15,547.00

B. Herre Consulting, Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a service contract agreement renewal between the County of York, on behalf of the York County Public Defender's office, and Herre Consulting, Harrisburg, PA, for maintenance on two (2) Lektriever electronic filing system units at a rate of \$770.00 per unit, for a total cost of \$1,540.00, for the period of July 1, 2015 through June 30, 2016.

8. VOLUME LICENSING AGREEMENT

A. CDW Government, Chicago, IL

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Volume Licensing agreement between the County of York, on behalf of the York County Information Services department, and CDW Government, Chicago, IL, through the County Commissioners Association of Pennsylvania (CCAP), for various Microsoft software product licensing for the following York County departments at the rates indicated, for a total cost of \$1,016,462.79, for the period of July 1, 2015 through June 30, 2018:

<u>Department</u>	<u>Cost per year</u>
Clerk of Courts	\$ 136.15
Probation	\$ 39,810.69
Information Services	\$298,874.09

9. MEMORANDUM OF UNDERSTANDING

A. Penn Township Board of Commissioners, Hanover, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a memorandum of understanding between the County of York, on behalf of the York County District Attorney's office, and the Penn Township Board of Commissioners, Hanover, PA, to provide one (1) full-time police officer to work on the York County Drug Task Force (DTF) with salary reimbursement to the Township on a monthly basis, at no cost to the County, for the period of June 25, 2015 through June 24, 2016.

10. ASSIGNMENT AND ASSUMPTION AGREEMENT

A. York Hospital, d/b/a Dialysis Center of York, York, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve an Assignment and Assumption agreement between the County of York, on behalf of the York County Pleasant Acres Nursing & Rehabilitation Center, and York Hospital, d/b/a Dialysis Center of York, York, PA, for the assignment of dialysis services to Total Renal Care, Inc., effective July 1, 2015.

11. 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 June 24, 2015.

Budget Adjustments

2015

Department Name	Department Number	Account Description	Account Number	Amount Change
District Attorney	011258	Major Equipment	5900702	3,485
District Attorney	011258	Professional Services	5200240	(3,485)
911	080601	Office Equipment	5600500	936
911	080601	Radio Systems & Communication	5200329	(936)
911	080601	Office Equipment	5600500	2,792
911	080601	Maintenance & Repairs	5200241	(2,792)
Maintenance Admin Center	010128	Professional Services	5200240	350
Maintenance Admin Center	010128	Electric	5200206	(350)
Facilities Management	010129	Advertising	5200201	400
Maintenance Admin Center	010128	Electric	5200206	(400)
911	080602	Travel	5200231	2,345
911	080601	Radio Systems & Communication	5200329	(2,345)
911	080602	Training	5200211	949
911	080601	Radio Systems & Communication	5200329	(949)
Conservation District	014623	Professional Services	5200240	50
Conservation District	014623	Maintenance - Vehicle	5200233	(50)
Register of Wills	011250	Training	5200211	40
Register of Wills	011250	Advertising	5200201	(40)
Register of Wills	011250	Maintenance & Repairs	5200241	343
Register of Wills	011250	Advertising	5200201	(343)
Clerk of Courts	011254	Maintenance & Repairs	5200241	35
Clerk of Courts	011254	Office Supplies	5600550	(35)
911	080602	Major Equipment	5900702	216
911	080601	Major Equipment	5900702	(216)
911	080602	Office Supplies	5600550	73
911	080601	Office Supplies	5600550	(73)

Clerk of Courts	011254	Professional Services	5200240	2,891
Clerk of Courts	011254	Wages	5000104	(2,891)
District Attorney	011258	Advertising	5200201	540
District Attorney	011258	Professional Services	5200240	(540)
Maintenance - Judicial Center	010104	Major Equipment	5900702	21,000
Maintenance - Judicial Center	010104	Electric	5200206	(21,000)
Commissioners	010101	Advertising	5200201	1,380
Contingency	016924	Miscellaneous	5200420	(1,380)
Commissioners	010101	Printing	5200215	402
Contingency	016924	Miscellaneous	5200420	(402)
Coroner	011252	Aevium Program Grant	5200423	8,992
Contingency	016924	Miscellaneous	5200420	(8,992)
Probation	012302	Major Equipment	5900702	3,984
Probation	012302	Training	5200211	(3,984)

12. TAX REFUND REGISTER

A. Tax Refund Register 2015-19

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2015-19 authorizing payment of York County real estate tax refunds totaling \$539.00.

13. 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 24, 2015 totaling \$4,955,177.64.

Weekly Disbursement Totals for June 24, 2015

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,749,378.52
01	Payroll	18,910.37
01	Ag Land Preservation	7,718.50
01	Escrow	
01	FEMA Disaster Grant	
01	Marcellus Shale	27,949.00
01	York Co Agriculture Society Sinking Fund	

02	York County Nursing Home	395,647.04
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	9,641.78
06	Human Services	
07	Children & Youth	476,803.67
08	911	48,380.34
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	69,455.58
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	17,500.00
25	Aging	274,891.42
28	MH-IDD	257,177.17
30/31	York/Adams HealthChoices	8,518.09
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	43,610.71
36	Earn-It	
40	Weatherization Liheap	19,725.83
45	Block Grant	73,993.16
46	Affordable Housing	3,164.71
47	Revolving Fund	125.00
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	1,491.00
51	Weatherization Doe	15,747.97
72	Tax Claim	
75	Retirement	1,408,852.48
82	2013 PLGIT GOB Fund	959.84
84	911 Capital Projects Fund	21,833.53
85	P/A Capital Projects Fund	
90	Drug & Alcohol	3,701.93
	Total	<u>4,955,177.64</u>

14. REPORT OF EXECUTIVE SESSIONS

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

15. SOLICITOR'S REPORT

In lieu of Solicitor Michael Flannelly's absence, Assistant Solicitor Donald Reihart submitted his written report for the Board's review.

16. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

17. 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 10:17 a.m.

18. RECONVENE

Commissioner Chronister reconvened the meeting at 10:18 a.m. for the purpose of addressing other business missed prior to the first adjournment.

19. 2015 REAL ESTATE TAX BILL

A. Curtis L. Fleming, Red Lion, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to reinstate the Face amount of 2015 County Real Estate taxes due for property (parcel no. 53-000-22-0041-00-00000) owned by Curtis L. Fleming, Red Lion, PA, in the amount of \$762.70, and revoking the 10% penalty of \$88.08 that was applied.

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 10:21 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager