

**COMMISSIONERS' MEETING
MINUTES**

06/25/14

1. CALL TO ORDER

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

A. Opening Ceremony

Solicitor Michael Flannelly led the Pledge of Allegiance.

Reverend Mitch Galloway of 4th 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 18, 2014 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

Mr. Michael Jacoby asked the board if the project for locating and mapping fire hydrants in the County has been completed and made available to home owners. Commissioner Hoke suggested to Mr. Jacoby that he check with the Planning Commission for an update on that project. Mr. Jacoby also gave the board an update on the status of his efforts regarding the safety issue with the accuracy of information in the EPA database of names, addresses and locations of the general population and businesses in York County for purposes of enabling first responders to retrieve the correct information for locating those requesting assistance.

4. RECESS

Commissioner Chronister recessed the meeting at 10:12 a.m. for the purpose of receiving public comments on the adoption of proposed Ordinance 2014-03.

5. RECONVENE

Commissioner Chronister reconvened the meeting at 10:19 a.m.

6. ORDINANCE

A. Ordinance 2014-03

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Ordinance 2014-03 authorizing a series of 2014 General Obligation bonds in the aggregate principal amount of \$9,895,000.00 to finance upgrades and replacements to the County’s Emergency Management E-911 Communications system; paying the costs of issuing the bonds; and authorizing all related actions and documents associated with the financing.

7. RESOLUTION

A. 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 Community Development Division of the York County Planning Commission, for the following changes to the 2012 and 2013 Action Plans under the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., funded Community Development Block Grant program:

<u>Activity</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
York Human Services	\$ 238.00	45161884 (close)	45260012
York County Planning Commission	\$17,500.00	45270013	45371976 (re-fund)

8. PURCHASE

A. Hondru Dodge, Elizabethtown, 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 Office of Children, Youth & Families, and Hondru Dodge, Elizabethtown, PA, for two (2) 2014 Dodge Grand Caravans at a cost of \$22,311.00 per vehicle, for a total cost of \$44,622.00 under a PA COSTARS contract.

9. POLICY AGREEMENT RENEWAL

A. County Commissioners Association of Pennsylvania (CCAP), Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to ratify a policy agreement renewal between the County of York, on behalf of the York County Human Resources department, and the County Commissioners Association of Pennsylvania (CCAP), Harrisburg, PA, for a crime, property, general liability, automobile liability, public official and law enforcement insurance policy (COBALT Package Program) at a cost of \$536,412.00, for the period of June 30, 2014 through June 29, 2015.

10. VACATION OF ROAD AGREEMENT

A. Shrewsbury Township, York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Vacation of Road agreement between the County of York, on behalf of the York County Parks department, and Shrewsbury Township, York, PA, that the Township agrees to abandon and vacate any and all rights to the portions of White Oak Road, Line Road and Lehr Road within Spring Valley County Park, and they shall revert to and become private roads for the use of the County.

11. HUMAN SERVICES

A. Contract and HIPAA Business Associate Agreement – York County Youth Development Center

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract and HIPAA business associate agreement between the County of York, on behalf of the York County Youth Development Center, and the County of Cumberland, Carlisle, PA, for boarding Cumberland County youth at the York County Youth Development Center at a daily rate of \$375.60, for the period of July 1, 2013 through June 30, 2014.

B. Subsidized Adoption Assistance Agreement – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a subsidized adoption assistance agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and AS and GC, York, PA, for the adoption of AGCS aka JPW, a minor child, authorizing adoption assistance in the amount of \$24.00 per day until the child reaches the age of 18 years, and a one-time payment for costs incidental to the adoption of the child not to exceed \$780.00, according to the schedule attached to the agreement.

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

Commissioner Reilly made a motion, 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 Avanco International, Inc., Fairfax, VA, to provide Consulting and Full Scale Project Support services for the CAP (Child Accounting and Profile) system at a cost not to exceed \$50,000.00, for the period of July 1, 2014 through June 30, 2015.

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 Avanco International, Inc., Fairfax, VA, to provide maintenance and upgrades of the CAP (Child Accounting and Profile) system at a cost not to exceed \$54,000.00, for the period of July 1, 2014 through June 30, 2015.

E. Letter of Agreement – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a letter of agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Jeanina Sargent, York, PA, to provide consultation services in the use and maintenance of the Access database at a rate of \$60.00 per hour, for a total cost not to exceed \$4,000.00, for the period of July 1, 2014 through June 30, 2015.

F. Letter of Agreement – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a letter of agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Herre Consulting, Harrisburg, PA, to provide maintenance on the Lektriever electronic filing system at a cost of \$3,080.00, for the period of July 1, 2014 through June 30, 2015.

12. BUDGET LINE ITEM ADJUSTMENTS

A. 2014 Budget Line Item Adjustments

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve 2014 Budget Line Item Adjustments, as submitted by the Controller’s Office, for the week of June 25, 2014.

Budget Adjustments

2014

Department Name	Department Number	Account Description	Account Number	Amount Change
Purchasing	010120	Printing	5200215	18
Purchasing	010120	Office Supplies	5600550	(18)
Maintenance - Judicial Center	010104	Postage	5200202	50
Maintenance - Judicial Center	010104	Fuel	5200205	(50)

Solicitor	010102	Training & Staff Development	5200211	12
Solicitor	010102	Professional Services	5200240	(12)
Solicitor	010102	Association Dues & Expenses	5200214	200
Solicitor	010102	Professional Services	5200240	(200)
Solicitor	010102	Telephone	5200203	325
Solicitor	010102	Professional Services	5200240	(325)
Youth Development Center	012303	Office Equipment	5600500	337
Youth Development Center	012303	Office Supplies	5600550	(337)
District Attorney	011258	Purchase of Major Equipment	5900702	251
District Attorney	011258	Professional Services	5200240	(251)
Coroner	011252	Medical Supplies	5600577	112
Coroner	011252	Office Supplies	5600550	297
Coroner	011252	Physicians & Post Mortem	5200249	(409)
Register of Wills	011250	Subscriptions/Publications	5600502	25
Register of Wills	011250	Cell Phone	5000181	980
Register of Wills	011250	Advertising	5200201	(1,005)
Controllars	010112	Office Equipment	5600500	1,008
Controllars	010112	Cell Phone	5000181	1,450
Commissioners	016924	Contingency Fund	5200420	(2,458)
Clerk of Courts	011254	Professional Services	5200240	50
Commissioners	016924	Contingency Fund	5200420	(50)
Maintenance - 911	080603	Maintenance Supplies	5600552	3,500
Maintenance - 911	080603	Electricity	5200206	(3,500)
Recorder of Deeds	010115	Microfilming Fiche Photo	5200212	145
Recorder of Deeds	010115	Equipment Automation Fees	5600529	(145)
Facilities Management	010129	Office Equipment	5600500	515
Commissioners	016924	Contingency Fund	5200420	(515)
Penn State Extension	018613	Shift Differential - OT	5000106	3
Penn State Extension	018613	Professional Services	5200240	(3)
Penn State Extension	018613	Maintenance & Repairs	5200241	2
Penn State Extension	018613	Telephone	5200203	(2)
Radiation Protection Act	012604	Office Equipment	5600500	1,701
Radiation Protection Act	012604	Act 147 Equipment Reimbursement	5600547	(1,701)
911 - Act 78 Ineligible	080602	Travel, Food & Lodging	5200231	595
911 - Act 78 Ineligible	080602	MDC Project Training	5210474	(595)

911 - Act 78 Eligible	080601	Office Supplies	5600550	1,000
911 - Act 78 Eligible	080601	Office Equipment	5600500	(1,000)
		Cumberland County Shared		
911 - Act 78 Eligible	080601	Expenses	5210481	2
911 - Act 78 Eligible	080601	Office Equipment	5600500	(2)
911 - Act 78 Ineligible	080602	Association Dues & Expenses	5200214	4
911 - Act 78 Ineligible	080602	Training & Staff Development	5200211	(4)
911 - Act 78 Ineligible	080602	Vehicle Maintenance	5200233	500
911 - Act 78 Ineligible	080602	Training & Staff Development	5200211	(500)
Veterans Affairs	010603	Contracted Services	5200236	1,200
Veterans Affairs	010603	Burial Expense	5200288	(1,200)
Adult Probation	012302	Electronic Monitoring	5600527	2,346
Commissioners	016924	Contingency Fund	5200420	(2,346)

13. TAX REFUND REGISTER

A. Tax Refund Register 2014-21

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2014-21 authorizing payment of York County real estate tax refunds totaling \$1,014.05.

14. 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 25, 2014 totaling \$5,955,386.25.

Weekly Disbursement Totals for June 25, 2014

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,404,551.07
01	Payroll	15,682.84
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	297,985.08
03	Unclaimed Money	843.53
04	Donations	800.00
05	Controlled Substance	22,229.56

06	Human Services	
07	Children & Youth	881,433.48
08	911	162,812.28
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	6,500.00
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	458.54
25	Aging	212,916.10
28	MH-IDD	184,358.10
30/31	York/Adams HealthChoices	9,438.75
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	138,591.43
36	Earn-It	
40	Weatherization Liheap	335.94
45	Block Grant	63,566.97
46	Affordable Housing	4,824.39
47	Revolving Fund	15,981.93
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	3,787.00
51	Weatherization Doe	2,256.51
72	Tax Claim	3,251.66
75	Retirement	1,138,103.31
82	2013 PLGIT GOB Fund	229,428.00
84	911 Capital Projects Fund	75,385.00
85	P/A Capital Projects Fund	
90	Drug & Alcohol	79,864.78
	Total	<u><u>5,955,386.25</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

Commissioner Chronister announced that today is newspaper reporter Christina Kauffman's last day with the York Dispatch. She will be going to work for the Patriot News in Harrisburg.

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 10:29 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager