

**COMMISSIONERS' MEETING
MINUTES**

07/02/14

1. CALL TO ORDER

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

A. Opening Ceremony

Controller Robb Green led the Pledge of Allegiance.

Amad Seifullah of New Islamic Outreach Program 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 25, 2014 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. PURCHASES

A. CTI, Hunt Valley, MD

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 CTI, Hunt Valley, MD, for fourteen (14) software licenses and support for purposes of upgrading the Citrix environment to increase productivity and reliability for a total cost of \$32,494.00.

B. Pitney Bowes, Stamford, CT

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 Pitney Bowes, Stamford, CT, for software to upgrade the current electronic certified mail processing system, including a one (1) year maintenance agreement, for a total cost of \$39,295.00.

5. REIMBURSEMENT REQUEST

A. Susquehanna Commerce Center Condominium Association, Inc. York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a reimbursement request between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and Susquehanna Commerce Center Condominium Association, Inc. York, PA, in the amount of \$847.50 for attorney's fees associated with the acquired right-of-way for the rehabilitation of Bridge No. 77, in accordance with the Pennsylvania Eminent Domain Code requirements, with 95% reimbursable from PennDOT.

6. 2014 YORK COUNTY REAL ESTATE TAXES EXONERATION

A. Parcel Number 12-392-10-0005-00-00000

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to exonerate 2014 York County real estate taxes on parcel number 12-392-10-0005-00-00000, located at 550 E. King Street, York, PA, in the face amount of \$2,892.80 and reimbursement in the rebate amount of \$2,834.94, as the property belongs to the York County Food Bank serving as a public charity.

7. 2014 MARCELLUS SHALE LEGACY FUND ALLOCATION

A. North Hopewell Township, York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to ratify a calendar year 2014 Marcellus Shale Legacy Fund allocation to North Hopewell Township, York, PA, in the amount of \$20,000.00 to support a combined effort in obtaining grant funding to replace four (4) weight-limited, heavily damaged, and/or closed public bridges in and adjacent to York County's Spring Valley Park.

8. PROPOSAL OF PROFESSIONAL SERVICES REVISION

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

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a revised proposal of professional services from C.S. Davidson, Inc., York, PA, County Bridge Engineer, for construction phase engineering services related to the replacement of York County Bridge No. 236 (Ridge Road over North Bermudian Creek in Franklin Township) increasing the amount from \$32,875.18 to \$38,137.34, subject to PennDOT approval, to be funded with 80% federal funds, 15% state funds and 5% County funds from the Liquid Fuels account.

9. SERVICE CONTRACT AGREEMENT

A. Herre Consulting, Harrisburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a service contract agreement 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, 2014 through June 30, 2015.

10. LEASE AGREEMENT

A. IMPAX, Inc., York, PA

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 Information Services department, and IMPAX, Inc., York, PA, for four (4) Samsung (1-CLX-8650 MFP & 3-SCX-6555 MFP) copiers, including maintenance and supplies, except paper, for the Mental Health/Intellectual & Developmental Disabilities (MH/IDD) department at a cost of \$1,449.00 per quarter, for a total cost of \$17,338.00, for the period of May 1, 2014 through August 1, 2017.

11. LETTER OF AGREEMENT

A. Shipley Energy, York, PA

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 Facilities Management department, and Shipley Energy, York, PA, as the sole broker for the procurement of electricity for all County accounts with a fee schedule of \$0.00085 per kilowatt hour, effective January 1, 2016.

12. 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 submission of a grant application, on behalf of the York County District Attorney's office, to the Pennsylvania Commission on Crime and Delinquency (PCCD), Harrisburg, PA, in the amount of \$104,439.00, with no County match, for forensic equipment and training for crime scene investigations, for the period of October 1, 2014 through September 30, 2015.

13. HUMAN SERVICES

A. 2014-2015 York County Human Services Plan – York County Human Services Department

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of the 2014-2015 York County Human Services Plan, on behalf of the York County Human Services department, to the Pennsylvania Department of Public Welfare, Harrisburg, PA, to include the planning process and allocations for the following funding streams:

- Mental Health Service-Community Programs
- Intellectual Disabilities-Community Base Program
- County Child Welfare Special Grants
- Behavioral Health Services
- Homeless Assistance Program
- Human Services Development Fund
- Act 152/BHSI Drug and Alcohol Program

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

Commissioner Reilly made a motion, 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 AG, Biglerville, PA, for the adoption of CRPK aka CRPK, a minor child, authorizing adoption assistance in the amount of \$26.50 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. Resource Parent 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 resource parent contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Mikka Densel, York, PA, at standard per diem rates of reimbursement for care of children, for the period of January 1, 2014 through December 31, 2014.

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

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a purchase of service contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service provider at the rates indicated, for the period of April 1, 2014 through June 30, 2014:

<u>Provider</u>	<u>Location</u>	<u>Program Name</u>	<u>Cost</u>	<u>Opt</u>
County of Chester	505 Wawaset Road West Chester, PA 19382	Detention Center	\$270.00/Diem	01
County of Chester	505 Wawaset Road West Chester, PA 19382	Shelter Care	\$180.00/Diem	02

E. Purchase of Service Contract Agreement Renewals – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve purchase of service contract agreement renewals between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following services providers at the rates indicated, for the period of July 1, 2014 through June 30, 2015:

<u>Provider</u>	<u>Location</u>	<u>Program Name</u>	<u>Cost</u>	<u>Opt</u>
County of Chester	505 Wawaset Road West Chester, PA 19382	Detention Center	\$270.00/Diem	01
County of Chester	505 Wawaset Road West Chester, PA 19382	Shelter Care	\$180.00/Diem	02
Catholic Charities	4800 Union Deposit Rd Harrisburg, PA 17111	Specialized Foster Care	\$73.74/Diem	01
Catholic Charities	4800 Union Deposit Rd Harrisburg, PA 17111	Intensive Family Counseling	\$56.88/Hour	08
Catholic Charities	4800 Union Deposit Rd Harrisburg, PA 17111	Intensive Resource Services	\$56.88/Hour	09
Bell Socialization Svcs, Inc.	160 South George St York, PA 17401	Bell Possibilities Program	\$0.00/**	01

14. TAX REFUND REGISTER

A. Tax Refund Register 2014-22

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2014-22 authorizing payment of York County real estate tax refunds totaling \$29.24.

15. 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 July 2, 2014 totaling \$3,255,467.86.

Weekly Disbursement Totals for July 2, 2014

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,734,305.39
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	93,263.53

03	Unclaimed Money	
04	Donations	
05	Controlled Substance	25,132.89
06	Human Services	143,665.37
07	Children & Youth	539,895.21
08	911	41,292.89
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	49,529.82
10	Marcellus Shale Bridge Maintenance	1,590.11
11	Prison Telephone	15,465.38
25	Aging	208,285.71
28	MH-IDD	207,180.21
30/31	York/Adams HealthChoices	8,734.20
30	York Reinvestment	24,653.06
31	Adams Reinvestment	
35	Domestic Relations	1,418.31
36	Earn-It	57.24
40	Weatherization Liheap	9,202.10
45	Block Grant	21,820.50
46	Affordable Housing	21,357.00
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	
51	Weatherization Doe	7,793.99
72	Tax Claim	1,102.15
75	Retirement	12,932.03
82	2013 PLGIT GOB Fund	16,718.58
84	911 Capital Projects Fund	4,500.00
85	P/A Capital Projects Fund	
90	Drug & Alcohol	65,572.19
	Total	<u>3,255,467.86</u>

16. REPORT OF EXECUTIVE SESSIONS

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

06/30 – Three Commissioners, Robb Green and Kristy Bixler – General Personnel; Kyle King – District Attorney Personnel; and Joe Sassano – Information Services Personnel.

17. SOLICITOR'S REPORT

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

18. OPEN POSITIONS REPORT

Tiffany Trout, York County Human Resources Department, gave a report of open positions within the County of York as of July 2, 2014.

19. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

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 10:22 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager