

**COMMISSIONERS' MEETING
MINUTES**

07/29/15

1. CALL TO ORDER

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

A. Opening Ceremony

Chief Clerk Sherry Baer led the Pledge of Allegiance.

Marc Benton, retired Presbyterian Pastor, gave the invocation.

2. APPROVAL OF MINUTES

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve the minutes from the July 22, 2015 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. APPOINTMENTS

A. York County Agricultural Land Preservation Board

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to appoint Kristina L. Wilt, Hopewell Township, as Chairwoman of the York County Agricultural Land Preservation Board, replacing former Chairman Nelson R. Roth, effective March 17, 2015 through October 31, 2015.

B. York County Agricultural Land Preservation Board

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to appoint J. Kenetha Hansen, York City, to the York County Agricultural Land Preservation Board as "Representing Citizens" for a three-year term, effective May 1, 2015 through April 30, 2018.

C. Deputy Tax Collector

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to appoint Barbara Bair as Deputy Tax Collector to fulfill the duties of the Felton Borough Tax Collector as may be necessary, effective July 29, 2015 through December 31, 2017.

5. TAX FORGIVENESS AMENDMENT

A. William and Marjorie Dietz, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve a tax forgiveness amendment of York County Clean and Green roll-back taxes to reflect a correction in the amount to be forgiven from \$1,249.01 to \$1,169.70, excluding applicable interest charges in the amount of \$79.31 not eligible for forgiveness under the law, for property (parcel no. 53-000-JK-0031-B0-00000) owned by William and Marjorie Dietz, York, PA, and conveyed to Windsor Township for the purpose of constructing a pumping station to increase sewer capacity for the Township.

6. RESOLUTION

A. Resolution 2015-18

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to adopt Resolution 2015-18 authorizing the issuance by the General Authority of Southcentral Pennsylvania of up to \$26,000,000.00 of tax-exempt financing to (i) refund the Pennsylvania Higher Educational Facilities Authority Revenue Bonds for the Association of Independent Colleges and Universities of Pennsylvania Financing Program – York College of Pennsylvania Project, Series 2005 EE1, the proceeds of which were used to finance the construction of a new student residence facility; and renovations in connection with the conversion of an existing gymnasium to classrooms, faculty offices and a new auditorium; and (ii) to cover costs of issuing the Bonds.

7. CONTRACT AGREEMENTS

A. PremierComm, LLC, Lancaster, PA

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Information Services department, and PremierComm, LLC, Lancaster, PA, for the implementation of networking hardware and software for the York County Administrative Center Data Center Virtualization project, for a total cost of \$28,040.00.

B. Aquatic Resource Restoration Company, Seven Valleys, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve a bid award and contract agreement between the County of York, on behalf of the York County Parks department, and Aquatic Resource Restoration Company, Seven Valleys, PA, the lowest responsible bidder, for the Wetlands and Stream Mitigation Project at Nixon Park, with \$696,156.93 funded by PennDOT, Springfield Township and Loganville Borough, and \$148,131.00 funded by Parks grant funds, for a total project cost of \$844,287.93:

Wetlands	\$415,617.76
Stream	\$205,539.17
Bridge & Boardwalk	\$144,261.00
Sewer & Gas Lines	<u>\$ 78,870.00</u>
	\$844,287.93

8. LEASE AGREEMENTS

A. Block Business Systems, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve lease agreements between the County of York, on behalf of the York County Information Services department, and Block Business Systems, York, PA, for copiers, including maintenance and supplies, except paper, for the following departments at the costs indicated, for the period of October 1, 2015 through December 31, 2018:

Adult Probation-DRC
(1) Lanier (MP301SPF) copier
13 quarters at \$108.57 per quarter/\$1,411.41 total cost

Protection From Abuse (PFA)
(1) Lanier (MP301SPF) copier
13 quarters at \$117.97 per quarter/\$1,533.61 total cost

9. GRANT AGREEMENT

A. Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA; and the South Central Counter Terrorism Task Force

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve a grant agreement between the County of York, on behalf of the York County Office of Emergency Management, and the Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA; and the South Central Counter Terrorism Task Force, in the amount of \$1,715,551.00 for the purpose of supporting the planning, training, preparedness and response needs to address acts of terrorism and other catastrophic events through the 2015 State Homeland Security Grant Program (SHSGP), for the period of September 1, 2015 through August 31, 2018.

10. HUMAN SERVICES

A. Memorandum of Understanding and HIPAA Business Associate Agreement – York/Adams HealthChoices Management Unit of York County Human Services

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve a memorandum of understanding and HIPAA business associate agreement between the County of York, on behalf of the York/Adams HealthChoices Management Unit of the York County Human Services department serving as contract administrator, and the York County Planning Commission, and Bell Socialization Services, Inc., York, PA, to provide Supported Housing Program services at a cost not to exceed \$147,363.00, funded through HealthChoices Reinvestment funds, for the period of July 1, 2015 through June 30, 2016.

B. Professional Services Contract Agreement – York/Adams HealthChoices Management Unit of York County Human Services

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve a professional services contract agreement between the County of York, on behalf of the York/Adams HealthChoices Management Unit of the York County Human Services department serving as contract administrator, and C.S. Davidson, Inc., York, PA, to provide Project Management, Civil Engineering, and Programming and Architectural Contracting services for the expansion of the York County White Deer Run substance abuse treatment center, at a cost not to exceed \$43,600.00, funded through HealthChoices Reinvestment funds, for the period of July 1, 2015 through June 30, 2016.

C. Service Provider Contract Agreement Renewals – York County Area Agency on Aging

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve service provider contract agreement renewals between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded service providers to provide In-Home Care services at the costs indicated, for a total cost of \$1,004,640.00, for the period of July 1, 2015 through June 30, 2016:

<u>Provider</u>	<u>Amount</u>
Addus Health Care, York, PA	\$ 171,902.00
Caring Matters, Lancaster, PA	\$ 51,669.00
ComForcare Senior Services of York, York, PA	\$ 40,335.00
Comfort Keepers, Fayetteville, PA	\$ 12,178.00
Home Helpers and Direct Link of York County, Red Lion, PA	\$ 256,341.00
Keystone In-Home Care, Inc., Lancaster, PA	\$ 103,231.00
MedStaffers, Carlisle, PA	\$ 187,640.00
Right at Home of Southern Pennsylvania, York, PA	\$ 72,810.00
Spiritrust Lutheran Home Care & Hospice, Chambersburg, PA	\$ 25,366.00
VNA of Hanover and Spring Grove, Hanover, PA	\$ 83,168.00
	<u>\$1,004,640.00</u>

D. Service Provider Contract Agreement Renewals – York County Area Agency on Aging

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve service provider contract agreement renewals between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded service providers to provide the following services at the costs indicated, for a total cost of \$385,544.00, for the period of July 1, 2015 through June 30, 2016:

<u>Provider</u>	<u>Service</u>	<u>Amount</u>
Golden Visions Adult Day Services, Hanover, PA	Adult Day Care	\$ 48,591.00
Messiah Lifeways Adult Day Services, Mechanicsburg, PA	Adult Day Care	\$ 16,416.00
SeniorLIFE York, York, PA	Adult Day Care	\$ 34,500.00
Servants, Inc., Red Lion, PA	Environmental Modifications	\$ 40,000.00
Good News Consulting, Inc., York, PA	Guardianship/Representative Payee	\$ 12,487.00
Neighborhood Services, Lancaster, PA	Guardianship/Representative Payee	\$ 17,760.00
Mid-Penn Legal Services, Harrisburg, PA	Legal Services	\$ 9,840.00
Lifeline Systems Company, Framingham, MA	Life Line	\$ 57,787.00
Main Associates, York, PA	Project Management Consulting	\$ 44,850.00
Jannis VanArsdale, Seven Valleys, PA	RN Consulting	\$ 6,891.00
Rabbitransit, York, PA	Transportation	\$ 96,422.00
		\$385,544.00

E. Service Provider Contract Agreement Renewals – York County Area Agency on Aging

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve service provider contract agreement renewals between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded service providers to provide Senior Community Centers at the costs indicated, with \$814,357.00 for senior center services and \$357,010.00 for meal delivery services, for a total cost of \$1,171,367.00, for the period of July 1, 2015 through June 30, 2016:

<u>Senior Center</u>	<u>Center Services</u>	<u>Meal Delivery</u>
Delta Area Senior Center, Inc., Delta, PA	\$ 109,136.00	\$ 5,566.00
Heritage Senior Center, Inc., Dover, PA	\$ 128,915.00	\$ 72,574.00
Northeastern Area Social Service Center of York County, Inc., Mount Wolf, PA	\$ 50,727.00	\$ 27,867.00
Red Lion Area Senior Center, Inc., Red Lion, PA	\$ 109,762.00	\$ 57,161.00
September House, York, PA	\$ 72,544.00	\$ 50,673.00
South Central York County Senior Center, Inc., New Freedom, PA	\$ 74,371.00	\$ 35,034.00
Susquehanna Area Senior Center, Inc., Wrightsville, PA	\$ 53,726.00	\$ 17,120.00
White Rose Senior Center, Inc., York, PA	\$ 156,855.00	\$ 80,034.00
Windy Hill Senior Center, Inc., Spring Grove, PA	\$ 58,321.00	\$ 28,981.00
	\$ 814,357.00	\$ 357,010.00

F. Service Provider Contract Agreements – York County Area Agency on Aging

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve service provider contract agreements between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following service providers to provide Domiciliary Care Home services, funded through the Social Security Administration, for the period of July 1, 2015 through June 30, 2016:

Martha Delzingaro, Spring Grove, PA
Bernice Plummer, Glenville, PA
Cynthia Stoner, Seven Valleys, PA

G. Letters of Agreement – York County Area Agency on Aging

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve letters of agreement between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded service providers to provide Attorney Consulting services at a rate of \$82.42 per hour and Paralegal services at a rate of \$51.51 per hour, for the period of July 1, 2015 through June 30, 2016:

Scott A. Beaverson, Esquire, York, PA
Martin Miller, Esquire, York, PA

H. 3rd Quarter 2014-2015 Accumulative Report of Expenditure and Revenue – York County Office of Children, Youth & Families

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve the submission of the 3rd Quarter 2014-2015 accumulative Report of Expenditure and Revenue, on behalf of the York County Office of Children, Youth & Families, to the Pennsylvania Department of Public Welfare, Office of Children, Youth & Families, Harrisburg, PA, in the amount of \$31,619,364.00.

I. Resource Parent Contract Agreement – York County Office of Children, Youth & Families

Commissioner Hoke made a motion, seconded by Commissioner Chronister 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 Florencia and Jonathan Bates, Hanover, PA, at standard per diem rates of reimbursement for care of minor children, for the period of January 1, 2015 through December 31, 2015.

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

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister 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 VH, York, PA, for adoption assistance at a rate of \$27.00 per day for the adoption of LMH, a minor child, until the child reaches the age of 18 years, and a one-time payment of \$800.50 for costs incidental to the adoption of the child, according to the schedule attached to the agreement.

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

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve service provider contract agreement renewals between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service providers at the rates indicated, for the period of July 1, 2015 through June 30, 2016:

Provider	Location	Program Name	Cost	Opt
Bell Socialization Services, Inc.	259-261 E. Philadelphia St. York, PA 17403	Bell Possibilities Program Counseling	\$29,238/qtr	01
Bell Socialization Services, Inc.	852 East Market Street York, PA 17403	Bell Next Step Program Counseling	\$17,235/qtr	02
PA Child, Inc.	4160 West Market Street York, PA 17408	Foster Care Level I Foster Care	\$69.02/diem	01
PA Child, Inc.	4160 West Market Street York, PA 17408	Foster Care Level II Foster Care	\$84.20/diem	02
PA Child, Inc.	4160 West Market Street York, PA 17408	Foster Care Level III Foster Care	\$126.00/diem	03
PA Child, Inc.	4160 West Market Street York, PA 17408	Kinship Care Level I Kinship Care	\$69.02/diem	04
PA Child, Inc.	4160 West Market Street York, PA 17408	Kinship Care Level II Kinship Care	\$84.20/diem	05
PA Child, Inc.	4160 West Market Street York, PA 17408	Kinship Care Level III Kinship Care	\$126.00/diem	06
PA Child, Inc.	4160 West Market Street York, PA 17408	Foster Care Level IV Mother & 2 plus children Foster Care	\$194.99/diem	07
PA Child, Inc.	4160 West Market Street York, PA 17408	Foster Care Level V Foster Care	\$119.99/diem	09
Equiteam Support Services	1200 South Pleasant Avenue Dallastown, PA 17313	Equine Assisted Psychotherapy (Individual) Counseling	\$80.00/hour	01
Equiteam Support Services	1200 South Pleasant Avenue Dallastown, PA 17313	Equine Assisted Psychotherapy Family/Couples Counseling	\$80.00/hour	02
Equiteam Support Services	1200 South Pleasant Avenue Dallastown, PA 17313	Equine Assisted Learning Group Therapy Counseling	\$20.00/hour	03

11. BUDGET LINE ITEM ADJUSTMENTS

A. 2015 Budget Line Item Adjustments

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve 2015 Budget Line Item Adjustments, as submitted by the Controller's Office, for the week of July 29, 2015.

Budget Adjustments				
2015				
Department Name	Department Number	Account Description	Account Number	Amount Change
Sheriff	011251	Office Equipment	5600500	1,289
Sheriff	011251	Gas & Oil	5200232	(1,289)
Probation	012302	Juvenile Substance Abuse	5210869	500
Contingency	016924	Miscellaneous	5200420	(500)
Parks	013607	Office Equipment	5600500	3,000
Contingency	016924	Miscellaneous	5200420	(3,000)
Parks	013607	Advertising	5200201	83
Parks	013607	Trash Removal	5200209	(83)
Parks	013607	Volunteer Activities	5200225	800
Parks	013607	Trash Removal	5200209	(800)
Traffic Safety	010127	Light Maintenance	5600612	4,000
Traffic Safety	010127	DRE Officers	5600606	(4,000)
Communications	010132	Professional Services	5200240	243
Parks	013607	DCNR Mastersite Plan SRRP	5900732	(243)
Facilities Management	010129	Advertising	5200201	410
Facilities Management	010129	Professional Services	5200240	(410)
Penn State Extension	018613	Printing	5200215	3,900
Penn State Extension	018613	Contract Service Agreements	5200236	(3,900)
911	080602	Maintenance - Vehicle	5200233	2,683
911	080601	Raido System & Communication	5200329	(2,683)

Emergency Management	012604	Office Equipment	5600500	2,115
Emergency Management	012604	Travel	5200231	(2,115)
Emergency Management	012604	Office Supplies	5600550	8
Emergency Management	012604	Mileage Reimbursement	5200221	(8)
Emergency Management	012604	Act 147 Equipment	5600547	520
Emergency Management	012604	Training	5200211	(520)
Emergency Management	012604	Act 147 Equipment	5600547	21
Emergency Management	012604	Mileage Reimbursement	5200221	(21)
Emergency Management	012604	Professional Services	5200240	979
Emergency Management	012604	Special Official Function	5200333	(979)
Emergency Management	012604	Professional Services	5200240	146
Emergency Management	012604	Tools & Equipment	5600513	(146)
Emergency Management	012604	Act 147 Equipment	5600547	63
Emergency Management	012604	Tools & Equipment	5600513	(63)
Clerk of Courts	011254	Training	5200211	1,200
Contingency	016924	Miscellaneous	5200420	(1,200)
Admin Center Maintenance	010128	Major Equipment	5900702	26,000
HSC Maintenance	010106	Major Equipment	5900702	(26,000)
Information Technology	010117	Major Equipment	5900702	5,352
Contingency	016924	Miscellaneous	5200420	(5,352)

12. TAX REFUND REGISTER

A. Tax Refund Register 2015-24

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve Tax Refund Register 2015-24 authorizing payment of York County real estate tax refunds totaling \$2,671.23.

13. APPROVAL OF CHECK REGISTER

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve the Check Register for the week of July 29, 2015 totaling \$7,509,349.33.

Weekly Disbursement Totals for July 29, 2015

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,218,427.34
01	Payroll	6,201.12
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	267,467.21
03	Unclaimed Money	
04	Donations	117.89
05	Controlled Substance	35,246.20
06	Human Services	97,928.59
07	Children & Youth	1,382,077.09
08	911	178,301.15
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	518,401.28
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	170.00
25	Aging	291,729.99
28	MH-IDD	248,411.53
30/31	York/Adams HealthChoices	8,616.35
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	121,777.25
36	Earn-It	85.12
40	Weatherization Liheap	
45	Block Grant	37,231.38
46	Affordable Housing	701.11
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	359.00
51	Weatherization Doe	
72	Tax Claim	48,551.17
75	Retirement	1,219,563.16
82	2013 PLGIT GOB Fund	16,146.32
84	911 Capital Projects Fund	743,137.22
85	P/A Capital Projects Fund	
90	Drug & Alcohol	68,701.86
	Total	<u><u>7,509,349.33</u></u>

14. REPORT OF EXECUTIVE SESSIONS

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

07/27 – Commissioners Chronister and Hoke, Robb Green, Kristy Bixler and Tiffany Trout – General Personnel; and President Judge Linebaugh, Judge Adams and Paul Crouse – Court Administration and Divorce Masters Personnel.

15. SOLICITOR'S REPORT

Solicitor Michael Flannelly 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 Chronister and unanimously carried to adjourn the meeting at 10:30 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager