

**COMMISSIONERS' MEETING
MINUTES**

08/26/15

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

Treasurer Barbara Bair led the Pledge of Allegiance.

Reverend Chuck Sprenkle of St. Paul's United Methodist Church 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 August 19, 2015 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. BY-LAWS AMENDMENT

A. Local Emergency Planning Committee (LEPC) of York County

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve an amendment to the By-Laws of the Local Emergency Planning Committee (LEPC) of York County, on behalf of the York County Office of Emergency Management, to reflect the addition of language addressing the cancelation of meetings due to inclement weather.

5. NOTE MODIFICATION

A. York County Solid Waste and Refuse Authority, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to execute 2009 County Note Modification Agreement No. 2 between the County of York, on behalf of the York County Solicitor, and the York County Solid Waste and Refuse Authority, York, PA, changing the installment payments due from annually to semi-annually.

6. CONTRACT AGREEMENTS

A. Keystruct Construction, Inc., York, 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 C.S. Davidson, Inc., County Engineer, and Keystruct Construction, Inc., York, PA, the lowest responsible bidder, for the 2015 Bridge Maintenance Program, Contract #1, excluding work at Bridge No. 214, in the amount of \$237,881.00 funded through the Liquid Fuels account.

B. BCN Telecom, Inc., Bedminster, NJ

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve a service contract agreement between the County of York, on behalf of the York County Information Services department, and BCN Telecom, Inc., Bedminster, NJ, to serve as agent for the acquisition of telecommunications services for the County of York, for the period of three years effective upon full execution of both parties.

7. LEASE AGREEMENT

A. Block Business Systems, York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve a lease agreement between the County of York, on behalf of the York County Information Services department, and Block Business Systems, York, PA, for one (1) Lanier (MP301SPF) copier, including maintenance and supplies, except paper, for the Pleasant Acres Nursing & Rehabilitation Center (PAN&RC) at a rate of \$171.00 per quarter (12 quarters), for a total cost of \$2,052.00, for the period of September 1, 2015 through December 31, 2018.

8. HUMAN SERVICES

A. 2015-2016 Medical Assistance Transportation Program Assurance of Compliance – York County Human Services

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve the submission of the 2015-2016 Medical Assistance Transportation Program Assurance of Compliance, on behalf of the York County Human Services department, to the Pennsylvania Department of Human Services, Harrisburg, PA, in the amount of \$1,307,877.00 for York and Adams Counties.

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

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve a service provider contract agreement renewal between the County of York, on behalf of the York County Office of Children, Youth & Families, and Mark A. Chapman, Mechanicsburg, PA, to provide Comprehensive Evaluation services at a rate of \$420.00 per evaluation, for the period of July 1, 2015 through June 30, 2016.

C. Purchase of Service Agreement Amendment – York County Office of Children, Youth & Families

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve a purchase of service agreement amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and Children’s Aid Society, Inc., New Oxford, PA, to reflect an increase in the budget limit in the amount of \$48,593.26, for a new total not to exceed \$544,686.26, for the period of July 1, 2014 through June 30, 2015, with no other changes being made to the agreement.

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

Motion was made by Commissioner Hoke, seconded by Commissioner Chronister and unanimously carried to approve a professional service contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Bilingual Conexion, LLC, York, PA, for the provision of interpretation and translation services at the rates indicated, for the period of July 1, 2015 through June 30, 2016:

On-site Community & Medical Interpretation	\$55.00/hour
Legal Interpretation	\$65.00/hour

E. 4th Quarter 2014-2015 Cumulative Report of Expenditure and Revenue – York County Office of Children, Youth & Families

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve the submission of the 4th Quarter 2014-2015 cumulative 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 \$42,582,368.00.

9. 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 August 26, 2015.

Budget Adjustments**2015**

Department Name	Department Number	Account Description	Account Number	Amount Change
Facilities Management	010129	Tools & Equipment	5600513	1,500
Maintenance - Annex	010103	Major Equipment	5900702	(1,500)
Public Defender	011257	Transcripts	5200332	2,000
Public Defender	011257	Subscriptions	5600502	(2,000)
Probation Services	012302	Vehicle Maintenance	5200233	1,800
Probation Services	012302	Mileage Reimbursement	5200221	(1,800)
Maintenance - Substance Abuse	010130	Maintenance Supplies	5600552	1,500
Maintenance - Annex	010103	Major Equipment	5900702	(1,500)
Information Services	010117	Advertising	5200201	1,269
Information Services	010117	Contract Service Agreements	5200236	(1,269)
Retirement	016631	Office Supplies	5600550	155
Retirement	016631	Financial Management Fees	5200294	(155)
Controller	010112	Travel	5200231	1,800
Controller	010112	Mileage	5200221	(500)
Controller	010112	Telephone	5200203	(1,000)
Controller	010112	Training	5200211	(300)
CRU	011259	Vehicle Maintenance	5200233	4,000
CRU	011259	Contract Service Agreements	5200236	(4,000)
Fleet Management	013605	Vehicle Maintenance	5200233	2,925
Contingency	016924	Miscellaneous	5200420	(2,925)
Clerk of Courts	011254	Training	5200211	2,300
Clerk of Courts	011254	Telephone	5200203	(2,300)
Maintenance - HSC	010106	Maintenance Supplies	5600552	3,000
Maintenance - HSC	010106	Maintenance & Repairs	5200241	(3,000)
YDC	012303	Training	5200211	2,500
YDC	012303	Vehicle Maintenance	5200233	(2,500)
YDC	012303	Training	5200211	500
YDC	012303	Vehicle Insurance	5200230	(500)

Coroner	011252	Office Supplies	5600550	1,000
Coroner	011252	Physicians & Post Mortem	5200249	(1,000)
Prothonotary	011253	Subscriptions	5600502	26
Prothonotary	011253	Office Supplies	5600550	(26)
911	080601	Office Equipment	5600500	320
911	080601	Addressing/Mapping	5200482	(320)
911	080602	Maintenance - Vehicle	5200233	1,227
911	080601	Radio System & Communications	5200329	(1,227)
911	080602	Contract Service Agreements	5200236	2,975
911	080602	Office Equipment	5600500	(2,975)
911	080602	Office Equipment	5600500	4,600
911	080601	Maintenance & Repairs	5200241	(4,600)
911	080602	Contract Service Agreements	5200236	6,013
911	080601	Office Equipment	5600500	(6,013)
911	080602	Postage	5200202	200
911	080602	Travel	5200231	(200)

10. TAX REFUND REGISTER

A. Tax Refund Register 2015-28

Commissioner Hoke made a motion, seconded by Commissioner Chronister and unanimously carried to approve Tax Refund Register 2015-28 authorizing payment of York County real estate tax refunds totaling \$2,004.21.

11. 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 August 26, 2015 totaling \$4,792,979.59.

Weekly Disbursement Totals for August 26, 2015

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,140,741.78
01	Payroll	6,438.72
01	Ag Land Preservation	
01	Escrow	106,586.29
01	FEMA Disaster Grant	

01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	129,371.57
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	10,975.12
06	Human Services	297.50
07	Children & Youth	5,527.36
08	911	31,958.67
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	272,584.54
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	218,656.87
28	MH-IDD	144,622.72
30/31	York/Adams HealthChoices	237.91
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	
36	Earn-It	557.00
40	Weatherization Liheap	
45	Block Grant	72,351.69
46	Affordable Housing	149.38
47	Revolving Fund	7,327.35
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	44.00
51	Weatherization Doe	
72	Tax Claim	5,707.46
75	Retirement	1,497,748.43
82	2013 PLGIT GOB Fund	141,095.23
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	
	Total	<u><u>4,792,979.59</u></u>

12. REPORT OF EXECUTIVE SESSIONS

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

08/24 – Commissioners Chronister, Hoke and Reilly; Robb Green; and Kristy Bixler – General Personnel; and Tom Kearney, Kyle King and Katherine Romeo – District Attorney Personnel.

13. SOLICITOR'S REPORT

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

14. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

15. 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 10:16 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager