

**COMMISSIONERS' MEETING
MINUTES**

08/27/14

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.

Reverend Keith Fair, Associate Pastor 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 August 20, 2014 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. PURCHASE

A. Frontier Communications, York, 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 Department of Emergency Services, and Frontier Communications, York, PA, for the installation of ethernet internet access in the amount of \$3,840.00, and a 3-year maintenance agreement at a rate of \$1,343.00 per month, for a total cost of \$52,188.00.

5. WAGE RATE PROPOSAL

A. TRC, Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to accept a Wage Rate proposal, on behalf of C.S. Davidson, Inc., County Engineer, York, PA, from TRC, Harrisburg, PA, for construction phase inspection services at a rate of \$27.01 per hour for the Bridge No. 236 Replacement project (Ridge Road over North Bermudian Creek in Franklin Township), subject to PennDOT approval, with 95% reimbursable from PennDOT.

6. EASEMENT AGREEMENTS

A. School District of the City of York

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve easement agreements between the County of York and the School District of the City of York for the following parcels at the costs indicated granting the County of York the right to operate trail along the Codorus Creek as part of the Northern Extension of the Rail Trail:

<u>Parcel No.</u>	<u>Amount</u>
0713301000100000000	\$1.00
0713301000200000000	\$1.00

7. CONTRACT AGREEMENT

A. Worden & Shewell, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Facilities Management department, and Worden & Shewell, York, PA, for preventative maintenance of the HVAC systems located at the Annex facility at a cost of \$15,895.00 per year, for a total cost of \$31,790.00, for the period of January 1, 2015 through December 31, 2016.

8. LEASE AGREEMENT

A. Fraser Advanced Information Systems, West Reading, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a lease agreement between the County of York, on behalf of the York County Information Services department, and Fraser Advanced Information Systems, West Reading, PA, for one (1) Sharp (MX M464N) copier, including maintenance and supplies, except paper, for the York County District Attorney’s office at a rate of \$866.11 per quarter, for a total cost of \$10,393.32, for the period of September 30, 2014 through December 30, 2017.

9. LETTER OF AGREEMENT

A. County of Cumberland

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a letter of agreement between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, York, PA, and the County of Cumberland for cost sharing responsibilities for the Bridge No. 345 Replacement project (Old Gettysburg Pike over Yellow Breeches creek in Carroll Township) in the amount of \$35,319.06 for each York and Cumberland County, for a total cost of \$70,638.12.

10. LICENSE AGREEMENT FIRST AMENDMENT

A. Crown Castle Corp., Charlotte, NC

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a license agreement first amendment between the County of York, on behalf of the York County Department of Emergency Services, and Crown Castle Corp., Charlotte, NC, to reflect equipment changes and modifications to the tower located in Manchester Township as part of the Radio and Microwave Systems Upgrade project, with no other changes being made to the original agreement.

11. HUMAN SERVICES

A. 4th Quarter and Final 2013-2014 Medical Assistance Transportation Program Final Expenditure Reports for York and Adams Counties – York County Human Services Department

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of the 4th Quarter and Final 2013-2014 Medical Assistance Transportation Program Final Expenditure Reports for York and Adams Counties, on behalf of the York County Human Services department, to the Pennsylvania Department of Public Welfare, Harrisburg, PA, in the amounts of \$301,575.00 and \$1,286,908.00 respectively.

B. 4th Quarter 2013-2014 Report of Expenditure and Revenue – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of the 4th Quarter 2013-2014 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 \$41,974,243.00.

C. Subsidized Adoption Assistance Agreements – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve subsidized adoption assistance agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following adoptive parents for adoption assistance at the rates indicated for the adoption of the following minor children until each child reaches the age of 18 years, and a one-time payment for costs incidental to the adoption of each child not to exceed \$780.00, according to the schedule attached to the agreements:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
RL and SL, Hanover, PA	CRL aka CRC	\$24.00
CH, York, PA	JMH Jr. aka JMH Jr.	\$26.50
BJ and TJ, Dillsburg, PA	KTJ aka BBU	\$19.00
JT and JP, Baltimore, MD	SAT aka SAM	\$26.50
JB and CB, Manchester, PA	AEB aka ACM	\$30.00
JB and CB, Manchester, PA	CJB aka NFM	\$30.00

D. Subsidized Permanent Legal Custodianship Agreements – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve subsidized permanent legal custodianship agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following custodial parents as custodians of the following minor children authorizing custodianship subsidy payments in the amounts indicated until each child reaches the age of 18 years:

<u>Custodial Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
AA and JA, Baltimore, MD	AMM	\$26.50
DD and DS, Yoe, PA	AM-DH	\$26.50

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

Commissioner Reilly made a motion, 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 Megan and Nathan Herbert, Stewartstown, PA, at standard per diem rates of reimbursement for care of children, for the period of January 1, 2014 through December 31, 2014.

12. BUDGET LINE ITEM ADJUSTMENTS

A. 2014 Budget Line Item Adjustments

Motion was made by Commissioner Reilly, 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 August 27, 2014.

Budget Adjustments

2014				
Department Name	Department Number	Account Description	Account Number	Amount Change
911	080602	Travel	5200231	88
911	080601	Travel	5200231	(88)
PAN&RC	020451	Contract Service Agreements	5200236	20,000
PAN&RC	020412	Bedding & Linen	5600556	(20,000)
Register of Wills	011250	Office Equipment	5600500	660
Register of Wills	011250	Office Supplies	5600550	(660)
911	080601	Contract Service Agreements	5200236	773
911	080601	Maintenance & Repairs	5200241	(773)
Maintenance MDJ	011262	Telephone	5200203	41
Maintenance Judicial Center	010104	Electricity	5200206	(41)
Maintenance MDJ	011262	Contract Service Agreements	5200236	6,000
Maintenance Judicial Center	010104	Electricity	5200206	(6,000)
Sheriff	011251	Office Equipment	5600500	3,000
Sheriff	011251	Major Equipment	5900702	(3,000)
911	080602	Office Equipment	5600500	310
911	080602	Office Supplies	5600550	(310)
911	080602	Travel	5200231	332
911	080601	Travel	5200231	(332)
Court Admin	011260	Travel	5200231	1,900
Court Admin	011260	Professional Services	5200240	(1,900)
Court Admin	011260	Office Equipment	5600500	600
Court Admin	011260	Professional Services	5200240	(600)
Purchasing	010120	Office Supplies	5600550	504
Purchasing	010120	Contract Service Agreements	5200236	(504)
Prothonotary	011253	Subscriptions	5600502	32
Prothonotary	011253	Microfilming	5200212	(32)
Prothonotary	011253	Mileage	5200221	70
Prothonotary	011253	Microfilming	5200212	(70)
911	080602	Travel	5200231	329
911	080602	MDC Project Training	5210474	(329)

Parks	013607	Site Development	5900704	4,000
Parks	013607	Rental Property Repairs	5200275	(1,500)
Parks	013607	Ext & Maj Repairs Build	5900703	(2,500)
Human Resources	010124	Arbitration Fees	5200336	211
Human Resources	010124	Contract Service Agreements	5200236	(211)
Human Resources	010124	Travel	5200231	114
Human Resources	010124	Mileage	5200221	114
911	080603	Maintenance & Repair	5200241	5,000
Operating Transfers	017400	911 Operating Transfers	5200467	5,000
911	08	County Subsidy	4800992	(5,000)
Maintenance Judicial Center	010104	Electricity	5200206	(5,000)

13. TAX REFUND REGISTER

A. Tax Refund Register 2014-30

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2014-30 authorizing payment of York County real estate tax refunds totaling \$1,413.74.

14. 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 August 27, 2014 totaling \$5,189,027.71.

<u>Weekly Disbursement Totals for August 27, 2014</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,363,352.63
01	Payroll	39,903.58
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	167,045.20
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	4,275.31
06	Human Services	141,952.83
07	Children & Youth	15,858.59
08	911	149,119.72
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	29,492.65
10	Marcellus Shale Bridge Maintenance	

11	Prison Telephone	7,128.54
25	Aging	127,445.94
28	MH-IDD	479,878.05
30/31	York/Adams HealthChoices	28,452.20
30	York Reinvestment	10,980.67
31	Adams Reinvestment	
35	Domestic Relations	88,257.28
36	Earn-It	780.28
40	Weatherization Liheap	58,183.42
45	Block Grant	35,484.25
46	Affordable Housing	340.00
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	2,258.00
51	Weatherization Doe	1,178.54
72	Tax Claim	95,876.77
75	Retirement	1,183,546.55
82	2013 PLGIT GOB Fund	
84	911 Capital Projects Fund	127,338.00
85	P/A Capital Projects Fund	
90	Drug & Alcohol	30,898.71
	Total	<u>5,189,027.71</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

No other business or public comments were received.

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 10:13 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager