

**COMMISSIONERS' MEETING
MINUTES**

10/28/15

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 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 October 21, 2015 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. RESOLUTION

A. Resolution 2015-26

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve Resolution 2015-26, on behalf of the General Authority of Southcentral Pennsylvania, authorizing the issuance of up to \$30,000,000.00 of tax-exempt financing for Hanover Hospital, Inc. to (i) refund the outstanding Hospital Revenue Bonds, Series of 2005; (ii) fund various capital improvements to its facilities as part of the facilities upgrade, expansion and maintenance program; (iii) fund the deposit to a Debt Service Reserve Fund, if any; and (iv) fund the costs of issuing the 2015 Bonds.

5. PURCHASES

A. Wyndham Garden York, York, PA

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 Veterans' Affairs department, and Wyndham Garden York, York, PA, to provide catered food services at a cost of \$18,385.84, for the annual Veterans' Day Breakfast and Ceremony event to be held at the York Expo Center on November 11, 2015.

B. Security Fence Co., Red Lion, 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 Prison, and Security Fence Co., Red Lion, PA, for materials and installation of double coil razor wire to the top of existing fencing and gates located at the Work Release Center, at a cost of \$18,766.00 under a PA COSTARS contract, to be funded through the Inmate Telephone Revenue account.

C. Doxzen’s Bldg. & Remodeling, Inc., Windsor, PA

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 Prison, and Doxzen’s Bldg. & Remodeling, Inc., Windsor, PA, for the restoration of dormitory garage doors at a cost of \$14,800.00, to be funded through the Inmate Telephone Revenue account.

6. CONTRACT AGREEMENTS

A. IBM Corp., Atlanta, GA

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 Information Services department, and IBM Corp., Atlanta, GA, for extended server hardware and software maintenance for the Human Services Center, with all associated costs provided through a purchase agreement with Essectec, Rochelle Park, NJ, for the period of October 15, 2015 through September 30, 2018.

B. Compucharts Copywide Solutions, Medina, OH

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a service contract agreement between the County of York, on behalf of the York County Information Services department, and Compucharts Copywide Solutions, Medina, OH, to provide print services, maintenance and supplies, except paper and staples, for laser printers at the rates indicated, for the period of November 1, 2015 through October 31, 2016, with the option to renew for two additional one-year periods:

<u>Laser Printers</u>	<u>Rate per page</u>
Black and White Images on Monochrome Units	\$.00816
Black and White Images on Color Units	\$.0096
Color Images on Color Units	\$.06192
 <u>(HP M451/475/551/570/575) Laser Printers</u>	
Black and White Images on Color Units	\$.0192
Color Images on Color Units	\$.08256

7. HIPAA BUSINESS ASSOCIATE AGREEMENT

A. Compucharts Copywide Solutions, Medina, OH

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a HIPAA business associate agreement between the County of York, on behalf of the York County Information Services department, and Compucharts Copywide Solutions, Medina, OH, for hardware and peripheral maintenance, and managed print services.

8. GRANT-IN-AID APPLICATION

A. Juvenile Court Judges Commission (JCJC), Harrisburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of a grant-in-aid application, on behalf of the York County Department of Probation Services, to the Juvenile Court Judges Commission (JCJC), Harrisburg, PA, in the amount of \$491,913.00 to provide unmatched funding for probation officer salaries, and \$40,737.00 to assist with the implementation of the Juvenile Justice Systems Enhancement Strategy (JJSES) program, for a total grant amount of \$532,650.00, for the period of July 1, 2014 through June 30, 2015.

9. HUMAN SERVICES

A. Contract Agreement Amendment – York County Human Services

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement amendment between the County of York, on behalf of the York County Human Services department, and Bell Socialization Services, Inc., York, PA, increasing the total contract amount by \$57,379.70, for a new contract amount of \$285,573.70, for the following services in the amounts indicated, for the period of July 1, 2014 through June 30, 2015:

<u>Service</u>	<u>Original</u>	<u>Amended</u>
Homeless Assistance Program-Transitional Housing	\$138,194.00	\$155,618.55
Homeless Assistance Program-Emergency Shelter	\$ 60,000.00	\$ 60,000.00
Human Service Development Fund-Mass Shelter	<u>\$ 30,000.00</u>	<u>\$ 69,955.15</u>
	\$228,194.00	\$285,573.70

B. Contract Agreement Second Amendment – York County Human Services

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement second amendment between the County of York, on behalf of the York County Human Services department, and Community Progress Council, Inc., York, PA, increasing the total contract amount by \$7,133.20, for a new total contract amount of \$484,413.20, for the following services in the amounts indicated, for the period of July 1, 2014 through June 30, 2015:

<u>Service</u>	<u>Original</u>	<u>Amended</u>
HAP Rental Assistance Program	\$323,831.00	\$316,113.19
HAP Homeless Case Management	\$143,449.00	\$130,539.51
HAP Individual Shelter Nights	<u>\$ 10,000.00</u>	<u>\$ 37,760.50</u>
	\$477,280.00	\$484,413.20

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

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a service provider contract agreement renewal between the County of York, on behalf of the York County Area Agency on Aging, and Giselle Joseph, M.D., York, PA, to provide agency-funded Physician Consulting services at a cost not to exceed \$4,500.00, for the period of July 1, 2015 through June 30, 2016.

D. Subsidized Adoption Assistance Agreement First Amendment – 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 first amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and EM and JG, York, PA, to reflect a decrease in the amount of subsidy payments for MAM fka MAD, a minor child, from \$26.50 per day to \$4.08 per day due to an increase in the child's Social Security benefits, with no other changes being made to the original agreement.

E. Subsidized Adoption Assistance Agreement First Amendment – 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 first amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and SW and KW, Hanover, PA, to reflect the eligibility of Medical Assistance for ALW fka AM, a minor child, with no other changes being made to the original agreement.

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

Commissioner Reilly made a motion, seconded by Commissioner Hoke 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
The Children’s Guild	4808 Harford Road Baltimore, MD 21214	Guild Academy Community Residential Services	\$270.82/diem	01
Summit Academy	839 Herman Road PO Box 13 Herman, PA 16039	Residential Program Residential Services	\$132.51/diem	01
Summit Academy	839 Herman Road PO Box 13 Herman, PA 16039	D&A Treatment Unit Residential Services	\$209.00/diem	04

10. BUDGET LINE ITEM ADJUSTMENTS

A. 2015 Budget Line Item Adjustments

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve 2015 Budget Line Item Adjustments, as submitted by the Controller’s Office, for the week of October 28, 2015.

Budget Adjustments				
2015				
Department Name	Department Number	Account Description	Account Number	Amount Change
Pronthonotary	011253	Office Supplies	5600550	3,000
Pronthonotary	011253	Microfilming	5200212	(3,000)
MDJ Maintenance	011262	Rent of Office Space	5200313	435,689
MDJ	011261	Rent of Office Space	5200313	(435,689)
Penn State Extension	018613	Office Supplies	5600550	414
Penn State Extension	018613	Subscriptions	5600502	(414)
CRU	011259	Vehicle Maintenance	5200233	1,500
CRU	011259	Gas & Oil	5200232	(1,500)
Parks	013607	Leases - Equipment	5900725	887
Parks	013607	Contract Service Agreements	5200236	(887)
Facilities Management	010129	MS4 Expenses	5200410	4,000
Contingency	016924	Miscellaneous	5200420	(4,000)

Elections/Voters	010105	Equipment Rental	5200315	2,695
Elections/Voters	010105	Advertising	5200201	(2,695)
Elections/Voters	010105	Professional Services	5200240	975
Elections/Voters	010105	Postage	5200202	(975)
Tax Collector	010110	Travel	5200231	10
Tax Collector	010110	Commissions	5200454	(10)
Tax Collector	010110	Mileage	5200221	100
Tax Collector	010110	Commissions	5200454	(100)
Treasurer	010109	HOT - Subscriptions	5210311	2
Treasurer	010109	HOT - Mileage	5210310	(2)
Treasurer	010109	Printing	5200215	560
Treasurer	010109	Telephone	5200203	(560)
Probation	012302	JCJC Grant in Aid	5210893	841
Probation	012302	IV-E Admin	5210895	(841)
Sheriff	011251	Printing	5200215	500
Sheriff	011251	Gas & Oil	5200232	(500)
911	080601	Professional Services	5200240	6,750
911	080602	Professional Services	5200240	(6,750)
CRU	011259	Radio Equipment	5200329	3,100
CRU	011259	Uniforms	5200218	(3,100)
YDC	012303	Vehicle Insurance	5200230	500
YDC	012303	Training	5200211	(500)
YDC	012303	Office Supplies	5600550	500
YDC	012303	Clothing Shoes & Furnishings	5600558	(500)
Public Defender	011257	Mental Health Act Committ	5200370	2,000
Public Defender	011257	Professional Services	5200240	(2,000)
911	080601	Professional Services	5200240	133
911	080602	Professional Services	5200240	(133)
Register of Wills	011250	Printing	5200215	121
Register of Wills	011250	Advertising	5200201	(121)

Court Admin	011260	Advertising	5200201	400
Court Admin	011260	Special Council	5200210	(400)
Court Admin	011260	Mileage	5200221	1,200
Court Admin	011260	Special Council	5200210	(1,200)
Court Admin	011260	Video Conferencing	5210242	1,800
Court Admin	011260	Special Council	5200210	(1,800)
Court Admin	011260	Prof Srvc/Interpreters	5210243	25,000
Court Admin	011260	Special Council	5200210	(25,000)

11. TAX REFUND REGISTER

A. Tax Refund Register 2015-36

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2015-36 authorizing payment of York County real estate tax refunds totaling \$38,248.60.

12. CHECK REGISTER

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of October 28, 2015 totaling \$4,545,269.21.

<u>Weekly Disbursement Totals for October 28, 2015</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,560,040.39
01	Payroll	18,557.52
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	54,221.57
03	Unclaimed Money	
04	Donations	4,607.98
05	Controlled Substance	57,505.41
06	Human Services	260.83
07	Children & Youth	180,740.75
08	911	41,619.27
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	207.02
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	

25	Aging	31,978.27
28	MH-IDD	4,166.66
30/31	York/Adams HealthChoices	15,383.78
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	44,571.15
36	Earn-It	
40	Weatherization Liheap	
45	Block Grant	70,826.24
46	Affordable Housing	
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	
51	Weatherization Doe	200.33
72	Tax Claim	
75	Retirement	1,457,958.67
82	2013 PLGIT GOB Fund	
84	911 Capital Projects Fund	796.10
85	P/A Capital Projects Fund	
90	Drug & Alcohol	1,627.27
	Total	<u>4,545,269.21</u>

13. REPORT OF EXECUTIVE SESSIONS

Commissioner Chronister reported there were no Executive Sessions held since the last Commissioners' Meeting.

14. SOLICITOR'S REPORT

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

15. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

16. 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 10:12 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager