

**COMMISSIONERS' MEETING
MINUTES**

10/29/14

1. CALL TO ORDER

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

A. Opening Ceremony

Commissioner Reilly led the Pledge of Allegiance.

Reverend Eva O'Diam, Interim Pastor of Hayshire United Church of Christ, 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 22, 2014 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. RESOLUTIONS

A. Housing and Community Development Loan Committee

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Housing Division of the York County Planning Commission, authorizing the appointment and reappointments of the following individuals to the Housing and Community Development Loan Committee for the terms and effective dates as indicated:

Appointment

Fiona D. Eyster, West Manchester Township
2-year-term
December 1, 2014 through November 30, 2016

Reappointments

David Cross, York City
3-year term
December 1, 2014 through November 30, 2017

Jerry Austin, York City
3-year term
December 1, 2014 through November 30, 2017

Bruce Rebert, Seven Valleys Borough
2-year term
December 1, 2014 through November 30, 2016

William Koons, Carroll Township
3-year term
December 1, 2014 through November 30, 2017

B. U.S. Department of Housing and Urban Development (HUD), Washington, D.C.

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Community Development Division of the York County Planning Commission, for the following changes to the 2012, 2013 and 2014 Action Plans under the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., funded through the Community Development Block Grant program:

<u>Activity</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
Newberry Township	\$240.09	Unprogrammed Funds	45561871 (increase)
Shrewsbury Township	\$611.24	Unprogrammed Funds	45571945 (increase)
Red Lion Borough	\$517.56	Unprogrammed Funds	45571944 (increase)
Glen Rock Borough	\$ 16.24	Unprogrammed Funds	45571941 (increase)
Dover Borough	\$ 14.56	Unprogrammed Funds	45582006 (increase)

5. YORK COUNTY CONSERVATION EASEMENT FUNDS

A. Farm & Natural Lands Trust of York County

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the release of \$13,000.00 of York County Conservation Easement funds to the Farm & Natural Lands Trust of York County for an agricultural conservation easement acquisition of 45.8+/- acres owned by Ames J. Morris & Sarah R. Brown, located in Codorus Township.

6. EASEMENT AGREEMENTS

A. City of York

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve an easement agreement between the County of York and the City of York for parcel no. 800000300250000000 granting the County of York the right to operate trail on property located in the City of York and North York Borough for use as part of the Northern Extension of the Rail Trail at a cost of \$1.00.

B. York City Sewer Authority

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve an easement agreement between the County of York and the York City Sewer Authority for parcel no. 36-000-JI-0038.00-00000 granting the County of York the right to operate trail on property located in Manchester Township for use as part of the Northern Extension of the Rail Trail at a cost of \$1.00.

7. HUMAN SERVICES

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

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

Provider	Location	Program Name	Cost	Opt
Affinity Psychological Services	220 North 5 th Street Reading, PA 19601	Diagnostic Foster Care	\$148.74/diem	01
Affinity Psychological Services	220 North 5 th Street Reading, PA 19601	Tier III Specialized Placement Within the Community	\$140.45/diem	03
Affinity Psychological Services	220 North 5 th Street Reading, PA 19601	Tier IV: Maintenance	\$111.49/diem	04

B. Subsidized Adoption Assistance Agreement – 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 between the County of York, on behalf of the York County Office of Children, Youth & Families, and DD, McConnellsburg, PA, for the adoption of CAVD aka CAVS, Jr., a minor child, for adoption assistance at a rate 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

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 Kathryn Chamberlain, Eppers, PA, at standard per diem rates of reimbursement for care of minor children, for the period of January 1, 2014 through December 31, 2014.

8. 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 October 29, 2014.

Budget Adjustments**2014**

Department Name	Department Number	Account Description	Account Number	Amount Change
Human Resources	010124	Contract Service Agreements	5200236	(600)
Human Resources	010124	Advertising	5200201	600
Human Resources	010124	Mileage	5200221	(22)
Human Resources	010124	Travel	5200231	22
Contingency	016924	Miscellaneous	5200420	(585)
Court Admin	011260	Office Equipment	5600500	585
District Attorney	011258	Professional Services	5200240	(2,000)
District Attorney	011258	Travel	5200231	2,000
Maintenance Judicial Center	010104	Electricity	5200206	(10,000)
Maintenance Judicial Center	010104	Maintenance Supplies	5600552	10,000
PAN&RC	020433	Tools & Equipment	5600513	(400)
PAN&RC	020433	Training	5200211	400
911	080601	Contract Service Agreements	5200236	(2,000)
911	080602	Contract Service Agreements	5200236	2,000
Human Resources	010124	Contract Service Agreements	5200236	(8,250)
Human Resources	010124	Arbitration Fees	5200336	8,250
Human Resources	010124	Office Supplies	5600550	(4)
Human Resources	010124	Postage	5200202	4
Maintenance Admin Center	010128	Electricity	5200206	(1,500)
Maintenance Admin Center	010128	Maintenance Supplies	5600552	1,500
Maintenance HSC	010106	Maintenance & Repairs	5200241	(1,000)
Maintenance HSC	010106	Maintenance Supplies	5600552	1,000
Contingency	016924	Miscellaneous	5200420	(50,000)
Transfer 911	017400	Transfer 911	5200467	50,000
911	08	Transfer from GF	4800992	(50,000)
911	080602	MDC Maintenance	5210479	50,000
911	080602	MDC Network	5210473	(16,157)
911	080602	MDC Maintenance	5210479	16,157
District Attorney	011258	Professional Services	5200240	(2,000)
District Attorney	011258	Witness Fees	5200331	2,000

Children & Youth	070560	Foster Homes	5813611	(20,000)
Children & Youth	070430	Office Supplies	5803311	20,000
Sheriff	011251	Major Equipment	5900702	(2,000)
Sheriff	011251	Printing	5200215	2,000
Sheriff	011251	Major Equipment	5900702	(2,000)
Sheriff	011251	Office Equipment	5600500	2,000
911	08	Wireless	4800320	(129,779)
911	080601	Professional Services	5200240	129,779
Emergency Management	012602	Contract Service Agreements	5200236	(400)
Emergency Management	012602	Travel	5200231	400
General Miscellaneous	010121	Postage	5200202	(400)
General Miscellaneous	010121	Office Supplies	5600550	400
Contingency	016924	Miscellaneous	5200420	(1,600)
Treasurer	010109	Printing	5200215	1,600
Maintenance Judicial Center	010104	Fuel	5200205	(50)
Facilities Management	010129	Postage	5200202	50
Maintenance Judicial Center	010104	Fuel	5200205	(6,000)
Maintenance MDJ	011262	Contract Service Agreements	5200236	6,000
Maintenance ESC	080603	Fuel	5200205	(526)
Maintenance ESC	080603	Sewer	5200208	526
Maintenance SAC	010130	Electric	5200206	(12)
Maintenance SAC	010130	Sewer	5200208	12
Maintenance SAC	010130	Electric	5200206	(1,600)
Maintenance SAC	010130	Contract Service Agreements	5200236	1,600
Register of Wills	011250	Mileage	5200221	(365)
Register of Wills	011250	Subscriptions	5600502	365
Emergency Management	012604	Travel	5200231	(6)
Emergency Management	012604	Tools & Equipment	5600513	6
Emergency Management	012604	Travel	5200231	(2)
Emergency Management	012604	Office Supplies	5600550	2
Emergency Management	012604	Special Official Function	5200333	(753)
Emergency Management	012604	Tools & Equipment	5600513	753
Center for Traffic Safety	010127	DRE Officers	5600606	(2,000)
Center for Traffic Safety	010127	Training	5200211	2,000

Tax Claim	010111	Printing	5200215	(160)
Tax Claim	010111	Postage	5200202	160
Assessment	010107	Professional Services	5200240	(6,572)
Tax Claim	010111	Advertising	5200201	6,572
Assessment	010107	Parking	5200307	(1,050)
Tax Claim	010111	Sales Costs	5200281	1,050
Assessment	010107	Contract Service Agreements	5200236	(5,172)
Tax Claim	010111	Sales Costs	5200281	5,172
Assessment	010107	Telephone	5200203	(1,519)
Assessment	010107	Travel	5200231	1,519
Contingency	016924	Miscellaneous	5200420	(712)
Weights & Measures	010108	Mainenance - Vehicle	5200233	712
911	080602	MDC Project Training	5210474	(1)
911	080602	MDC Equipment Lease	5900724	1
Veterans Affairs	010603	Burial Expense	5200288	(185)
Veterans Affairs	010603	Office Equipment	5600500	185
Veterans Affairs	010603	Burial Expense	5200288	(1,398)
Veterans Affairs	010603	Govt & Private Markers	5200290	1,398
911	080602	MDC Project Training	5210474	(644)
911	080602	Fuel	5200205	644
911	080602	MDC Project Training	5210474	(22)
911	080602	Travel	5200231	22
Parks	013607	Fuel	5200205	(1,000)
Parks	013607	Electricity	5200206	(1,000)
Parks	013607	Sewer	5200208	(1,000)
Parks	013607	Contract Service Agreements	5200236	(2,000)
Parks	013607	East End Property Management	5210271	(500)
Parks	013607	Heritage Rail Trail	5900722	(2,000)
Parks	013607	Maintenance - Vehicle	5200233	7,500
Parks				
Fleet	013605	Contract Service Agreements	5200236	(247)
Fleet	013605	Training	5200211	247
Parks	013607	Printing	5200215	(782)
Parks	013607	Sales Tax	5200282	782
Parks	013607	Welding Supplies	5600570	(75)
Parks	013607	Equipment Rental	5200315	75

Solicitor	010102	Professional Services	5200240	(50)
Solicitor	010102	Travel	5200231	50
Solicitor	010102	Professional Services	5200240	(230)
Solicitor	010102	Training	5200211	230
Solicitor	010102	Professional Services	5200240	(400)
Solicitor	010102	Prothonotary Fees	5200228	400
YDC	012303	Gas & Oil	5200232	(1,000)
YDC	012303	Clothing Shoes Furnishings	5600558	1,000
YDC	012303	Training	5200211	(1,000)
YDC	012303	Medical Supplies	5600560	1,000
CRU	011259	Contract Service Agreements	5200236	(1,800)
CRU	011259	Maintenance & Repairs	5200241	1,800
Sheriff	011251	Major Equipment	5900702	(2,280)
Sheriff	011251	Contract Service Agreements	5200236	(2,000)
Sheriff	011251	Professional Services	5200240	(2,000)
Sheriff	011251	Uniform	5200218	6,280
Purchasing	010120	Office Supplies	5600550	(99)
Purchasing	010120	Memberships	5200214	99
Maintenance Judicial Center	010104	Electric	5200206	(200)
Facilities Management	010129	Uniform	5200218	200
District Attorney	011258	Professional Services	5200240	(5,000)
District Attorney	011258	Witness Fees	5200331	5,000

9. TAX REFUND REGISTER

A. Tax Refund Register 2014-38

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2014-38 authorizing payment of York County real estate tax refunds totaling \$4,712.74.

10. 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 October 29, 2014 totaling \$6,192,432.90.

<u>Weekly Disbursement Totals for October 29, 2014</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,199,136.20
01	Payroll	15,022.07
01	Ag Land Preservation	353,472.84
01	Escrow	
01	FEMA Disaster Grant	
01	Marcellus Shale	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	411,658.46
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	145,832.30
06	Human Services	75.00
07	Children & Youth	1,458,583.60
08	911	34,893.43
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	2,456.74
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	10,390.28
25	Aging	303,883.81
28	MH-IDD	516,975.12
30/31	York/Adams HealthChoices	9,576.17
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	142,810.61
36	Earn-It	1,129.40
40	Weatherization Liheap	231.79
45	Block Grant	61,853.06
46	Affordable Housing	21,199.40
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	
51	Weatherization Doe	8,242.06
72	Tax Claim	146,713.00
75	Retirement	1,269,629.19
82	2013 PLGIT GOB Fund	
84	911 Capital Projects Fund	5,900.00
85	P/A Capital Projects Fund	
90	Drug & Alcohol	72,768.37
	Total	<u>6,192,432.90</u>

11. REPORT OF EXECUTIVE SESSIONS

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

12. SOLICITOR'S REPORT

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

13. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

14. 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 10:11 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager