

**COMMISSIONERS' MEETING
MINUTES**

11/05/14

1. CALL TO ORDER

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

A. Opening Ceremony

Chief Clerk Sherry Baer led the Pledge of Allegiance.

Reverend Kevin Shively 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 29, 2014 Commissioners' Meeting as submitted.

3. PRESENTATIONS

A. York County Elder Abuse Task Force – York County Area Agency on Aging & District Attorney's Office

Dianna Benaknin, Director of the York County Area Agency on Aging, and District Attorney Tom Kearney announced the creation of the York County Elder Abuse Task Force to establish policy and procedure in prosecuting elder abuse cases.

B. Marcellus Shale Grant Funding Request for Recreational Park – West Manheim Township

Kevin Null, West Manheim Township Manager, requested Marcellus Shale Grant funding in the amount of \$42,000.00 to cover costs for handicap accessible playground equipment to be installed at the West Manheim Township Recreation Park. This would be the first phase of a handicapped accessible playground with an estimated total cost of \$140,000.00 to complete.

4. PERIOD OF PUBLIC COMMENT

No public comments were received.

5. RESOLUTIONS

A. Resolution 2014-21

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2014-21 authorizing and directing the President Commissioner of York County to execute a contribution agreement between the County of York, on behalf of the York County Parks department, and the Commonwealth of Pennsylvania Department of Transportation, Loganville Borough and Springfield Township for required mitigation work at Nixon County Park to include: The construction of 2 acres of wetlands at a cost of \$501,000.00 to be paid by PennDOT; stream restoration work at a cost of \$300,000.00 to be paid by Loganville Borough and Springfield Township; and bridge design, bid procurement and construction management at a cost of \$30,000.00 to be paid by the York County Parks department.

B. City of York Bureau of Housing Services, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Housing Division of the York County Planning Commission, authorizing a contract agreement between the County of York and the City of York Bureau of Housing Services, York, PA, to perform Housing Quality Standard (HQS) inspections under York City's First Time Homebuyer Program on an as-needed basis at a reimbursement rate to the County not to exceed \$80.00 per hour, for the period of January 1, 2015 through December 31, 2015.

C. City of York Bureau of Housing Services, York, PA

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 a contract agreement between the County of York and the City of York Bureau of Housing Services, York, PA, to perform annual Occupancy and Physical Monitoring services for York City's HOME assisted housing program at a reimbursement rate to the County not to exceed \$80.00 per hour, for a total amount not to exceed \$10,000.00, for the period of October 7, 2014 through December 31, 2015.

6. PURCHASE

A. Dell, Inc., Round Rock, TX

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 Information Services department, and Dell, Inc., Round Rock, TX, for three (3) software licenses for the Human Services Virtualization project at a cost of \$3,986.65 per license, for a total cost of \$11,959.95, under a PA COSTARS contract.

7. ZONING HEARING BOARD APPLICATION

A. Lower Windsor Township

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the submission of a zoning hearing board application, on behalf of the York County Department of Parks and Recreation, to Lower Windsor Township for proposed amenities included in the Native Lands County Park master site plan.

8. RIGHT-OF-WAY AGREEMENT AMENDMENT

A. Mandy Boyd, Brogue, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a right-of-way agreement amendment between the County of York, on behalf of the York County Department of Parks and Recreation, and Mandy Boyd, Brogue, PA, for property located within Apollo County Park at 4915 Boyd Road, Chanceford Township, relinquishing the parking area from the original agreement, dated October 20, 1983, at a cost of \$3,500.00, but retain road access to the park as described in the original agreement, with all re-recording and associated fees to be paid by the property owner.

9. SUPPLEMENTAL PROPOSAL

A. C.S. Davidson, Inc., York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve Supplement A to the Preliminary and Final Design services proposal from C.S. Davidson, Inc., York, PA, County Engineer, for the York County Bridge No. 187 project (Mill Creek Road over the Little Conewago Creek) in the amount of \$60,208.99, for additional required services related to final design revisions in the amount of \$31,254.89 increasing the total final design cost to \$157,692.15, and an additional preliminary design at a cost of \$28,954.10, reimbursable with 80% federal funds, 15% state funds and 5% County funds through the Liquid Fuels account.

10. CONTRACT AGREEMENTS

A. Forensic Pathology Associates, Allentown, 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 Coroner's office, and Forensic Pathology Associates, Allentown, PA, to provide forensic autopsy services at a rate of \$1,390.00 for each autopsy performed, excluding fees for occasionally required specialized studies and ancillary services, with histology and toxicology fees added on a per case basis, for the period of January 1, 2015 through December 31, 2015.

B. SmartBill Ltd., Hebron, OH

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a service contract agreement between the County of York, on behalf of the York County Information Services department, and SmartBill Ltd., Hebron, OH, for dog license mailing services for the York County Treasurer's office at an annual cost not to exceed \$13,599.75, for the period of October 28, 2014 through October 27, 2015, with automatic renewal for successive one-year periods.

11. CHANGE ORDER

A. Jones Masonry Restoration Corp., Harrisburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve change order No. 2 between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and Jones Masonry Restoration Corp., Harrisburg, PA, in the amount of \$5,103.69 for the addition of material quantities, and extending the term of the contract to October 25, 2014, for the Administrative Center Building Envelope Maintenance project, increasing the total contract amount to \$102,345.69.

12. GRANT APPLICATION

A. Pennsylvania Department of Environmental Protection (DEP), Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of a grant application, on behalf of the York County Penn State Cooperative Extension, to the Pennsylvania Department of Environmental Protection (DEP), Harrisburg, PA, in the amount of \$111,000.00 with a County match of \$2,000.00, for a total grant amount of \$113,000.00, for the monitoring, surveillance and control of mosquito populations under the 2015 York County West Nile Virus program, for the period of January 1, 2015 through December 31, 2015.

13. HUMAN SERVICES

A. Contract Agreement – York County Human Services

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Human Services department serving as contract administrator, and the York County Food Bank, York, PA, for disbursement of federal commodities through The Emergency Food Assistance Program (TEFAP) at a rate of \$0.12 cents per pound, for the period of October 1, 2014 through September 30, 2015.

B. Contract Agreement – York County Human Services

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Human Services department serving as contract administrator, and the York County Transportation Authority d/b/a Rabbitransit, York, PA, to provide Medical Assistance Transportation Program (MATP) services for York and Adams Counties in the amount of \$1,503,834.00, for the period of July 1, 2014 through June 30, 2015.

C. Contract and HIPAA Business Associate Agreement – York/Adams HealthChoices Management Unit

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract 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 Service Access & Management, Inc., Reading, PA, for the provision of Joint Planning Team activities for children, youth and families at a cost not to exceed \$278,262.00 funded through state and federal Medical Assistance programs, for the period of July 1, 2014 through June 30, 2015.

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

Motion was made by Commissioner Reilly, 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 agreement:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
JS and CS, New Freedom, PA	RJS aka JJR	\$26.50
CO and DO, Spring Grove, PA	MAO aka DRG	\$26.50
CO and DO, Spring Grove, PA	DBO aka DBH	\$26.50

E. Subsidized Adoption Assistance Agreement First Amendments – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve subsidized adoption assistance agreement first amendments between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following adoptive parents to reflect an increase in the Difficulty of Case Assessment, with no other changes being made to the original agreement:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>
SLL, Carlisle, PA	MAJ aka MAJ	\$23.00
JE and SE, Litiz, PA	JTE aka JTL	\$20.00

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

Motion was made by Commissioner Reilly, 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 Kimberly Walmer, York, PA, at standard per diem rates of reimbursement for care of minor children, for the period of January 1, 2014 through December 31, 2014.

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

Commissioner Reilly made a motion, seconded by Commissioner Hoke 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 Perseus House, Inc., Erie, PA, extending the term of the original agreement from June 30, 2014 until such time that rates for 2014-2015 are agreed upon, with no other changes being made to the original agreement.

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

Motion was made by Commissioner Reilly, 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, 2014 through June 30, 2015:

<u>Provider</u>	<u>Location</u>	<u>Program Name</u>	<u>Cost</u>	<u>Opt</u>
George Junior Republic in PA	233 George Junior Road Grove City, PA	Regular Residential	\$151.50/diem	01
George Junior Republic in PA	233 George Junior Road Grove City, PA	Special Needs Services	\$233.85/diem	04
George Junior Republic in PA	233 George Junior Road Grove City, PA	In-Patient Non-Hospital D&A	\$159.67/diem	06
George Junior Republic in PA	233 George Junior Road Grove City, PA	Drug and Alcohol MA Approved	\$68.81/diem	07
George Junior Republic in PA	233 George Junior Road Grove City, PA	Crisis Intervention Unit North	\$181.20/diem	19
George Junior Republic in PA	233 George Junior Road Grove City, PA	Crisis Intervention Unit South	\$181.20/diem	20
George Junior Republic in PA	233 George Junior Road Grove City, PA	George Jr. Republic Shelter Care	\$148.53/diem	21
George Junior Republic in PA	233 George Junior Road Grove City, PA	General Residential (MA Approved)	\$65.82/diem	60
George Junior Republic in PA	233 George Junior Road Grove City, PA	Special Needs Services (MA Approved)	\$106.76/diem	62

Hoffman Homes, Inc.	815 Orphanage Road Littlestown, PA 17340	Community Residential Treatment (Non MA Approved)	\$300.00/diem	30
Hoffman Homes, Inc.	815 Orphanage Road Littlestown, PA 17340	Community Residential Treatment (MA Approved)	\$0.00/diem	60
Children's Home of York	77 Shoe House Road York, PA 17406	Specialized Therapeutic Foster Care	\$67.70/diem	01
Children's Home of York	77 Shoe House Road York, PA 17406	Specialized Foster Care	\$67.70/diem	02
Children's Home of York	77 Shoe House Road York, PA 17406	Foster Care Mother Only	\$67.70/diem	03
Children's Home of York	77 Shoe House Road York, PA 17406	Foster Care ages 0-2	\$51.25/diem	04
Children's Home of York	77 Shoe House Road York, PA 17406	Mother Baby Foster Care	\$108.70/diem	05
Children's Home of York	1298 N. George Street York, PA 17404	Male Group Home Community Residential Services	\$163.45/diem	06
Children's Home of York	77 Shoe House Road York, PA 17406	Diagnostic Service Counseling	\$115.00/hour	09
Children's Home of York	77 Shoe House Road York, PA 17406	Strengthening Families Counseling	\$33.84/hour	13
Children's Home of York	77 Shoe House Road York, PA 17406	Kinship Care 0-13 years old	\$67.37/diem	15
Children's Home of York	77 Shoe House Road York, PA 17406	Kinship Care 14-18 years old	\$67.37/diem	16
Children's Home of York	77 Shoe House Road York, PA 17406	Emergency Foster Care	\$113.19/diem	17
Children's Home of York	942 West Market Street York, PA 17404	Transitional Living Program @ Market St.	\$163.45/diem	32
Children's Home of York	77 Shoe House Road York, PA 17406	Girls' Center (MA Approved)	\$0.00/diem	61
Equiteam Support Services	1200 S. Pleasant Ave. Dallastown, PA 17313	Equine Assisted Psychotherapy (Individual)	\$80.00/hour	01
Equiteam Support Services	1200 S. Pleasant Ave. Dallastown, PA 17313	Equine Assisted Psychotherapy Family/Couples	\$80.00/hour	02
Equiteam Support Services	1200 S. Pleasant Ave. Dallastown, PA 17313	Equine Assisted Learning Group Therapy	\$ 20.00/hour	03

14. TAX REFUND REGISTER

A. Tax Refund Register 2014-39

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2014-39 authorizing payment of York County real estate tax refunds totaling \$4,532.20.

15. 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 November 5, 2014 totaling \$5,173,896.34.

<u>Weekly Disbursement Totals for November 5, 2014</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,639,758.16
01	Payroll	2,887.89
01	Ag Land Preservation	
01	Escrow	
01	FEMA Disaster Grant	
01	Marcellus Shale	13,000.00
01	York Co Agriculture Society Sinking Fund	679,046.50
02	York County Nursing Home	53,230.55
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	11,830.86
06	Human Services	19,881.68
07	Children & Youth	154,050.59
08	911	11,109.61
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	106,948.94
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	69,042.42
28	MH-IDD	814,778.26
30/31	York/Adams HealthChoices	18,181.30
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	18,799.12
36	Earn-It	33.62
40	Weatherization Liheap	
45	Block Grant	727.22
46	Affordable Housing	
47	Revolving Fund	4,615.00
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	1,282.00
51	Weatherization Doe	6,388.68
72	Tax Claim	65,174.59
75	Retirement	107,894.90
82	2013 PLGIT GOB Fund	213,785.57
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	161,448.88
	Total	<u>5,173,896.34</u>

16. REPORT OF EXECUTIVE SESSIONS

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

11/03 – Three Commissioners, Robb Green, Kristy Bixler and Tiffany Trout – General Personnel; and Michelle Hovis – HealthChoices Personnel.

17. SOLICITOR'S REPORT

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

18. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

A. Glen Rock Borough, Glen Rock, PA, and the Glen Rock Carolers Association, Glen Rock, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a license agreement between the County of York, Glen Rock Borough, Glen Rock, PA, and the Glen Rock Carolers Association, Glen Rock, PA, for the placement of a bronze work of art depicting the Glen Rock Carolers on property owned by the County of York in exchange for \$1.00.

19. 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 10:29 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager