

**COMMISSIONERS' MEETING
MINUTES**

11/27/13

1. CALL TO ORDER

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

A. Opening Ceremony

Chuck Noll led the Pledge of Allegiance.

Reverend Mitch Galloway of 4th United Methodist 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 November 20, 2013 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. PROCLAMATION

A. "Small Businesses/Retailers Black Friday"

Commissioners Chronister, Hoke and Reilly presented a proclamation to Whitney Morgan, owner of "Collage", a specialty boutique located in Colonial Shopping Center, York, PA, recognizing November 29, 2013 as "Small Businesses/Retailers Black Friday".

5. PRESENTATION

A. Preliminary 2014 York County Budget representing 4.52 mills of real estate tax and includes .10 mills of dedicated library tax

Chuck Noll presented the preliminary 2014 York County Budget, which reflects no tax increase.

6. APPOINTMENT

A. South Central Workforce Investment Board (SCWIB)

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint Dr. Stuart Savin, Manheim Township, to the South Central Workforce Investment Board (SCWIB) to fulfill the unexpired term of Scott Rogers, effective November 27, 2013 through September 30, 2015.

7. REAPPOINTMENT

A. York County Conservation District Board

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to reappoint the following individuals to the York County Conservation District Board for four-year terms, effective January 1, 2014 through December 31, 2017:

Jack Dehoff, Windsor Township	Farmer’s Director
Patricia Sueck, Lower Chanceford Township	Public Director

B. York County Conservation District Board

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to reappoint Steve Chronister, York, PA, as the County Commissioner appointee to the York County Conservation District Board for a one-year term, effective January 1, 2014 through December 31, 2014.

8. CONTRACT AGREEMENT AMENDMENTS

A. JOINT FUEL CONTRACTS

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve contract agreement amendments between the County of York, on behalf of the York County Purchasing Department, and the following service providers extending the joint fuel contracts for the following municipalities for an additional year with the option for one more additional year, with no other changes being made to the original agreements:

MUNICIPALITIES

County of York	Dover Twp	North Codorus Twp
City of York	East Manchester Twp	Springettsbury Twp
Carroll Twp	Fairview Twp	Springfield Twp
Chanceford Twp	Hellam Twp	Warrington Twp
Codorus Twp	Lower Windsor Twp	Red Lion Borough
Conewago Twp	Manchester Twp	Wrightsville Borough
		Northern Regional York County Police

*Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to remove Northern Regional York County Police from the list of municipalities due to the recent removal of their fuel tanks.

RICHLAND PARTNERS LLC DBA LEFFLER ENERGY, MT JOY, PA

Unleaded Gasoline (87)	Tank Wagon	.1249 above OPIS Average
Unleaded Gasoline (89)	Tank Wagon	.1249 above OPIS Average
Highway & Road Diesel Fuel	Tank Wagon	.1249 above OPIS Average
Off Road Diesel Fuel	Tank Wagon	.1249 above OPIS Average
Winter Mix Diesel Fuel	Tank Wagon	.1249 above OPIS Average
#2 Fuel Oil	Tank Wagon	.1249 above OPIS Average

PETROLEUM TRADERS CORP, FORT WAYNE, IN

Unleaded Gasoline (87)	Truck Transport	.0068 above OPIS Average (York City & Springettsbury Twp)
Highway & Road Diesel Fuel	Truck Transport	-.0039
Winter Mix Diesel Fuel	Truck Transport	.0136
Bio-Diesel B-5	Truck Transport	-.0014

9. LEASE AGREEMENT

A. Doceo Office Solutions, LLC, York, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a lease agreement between the County of York, on behalf of the York County Information Services Department, and Doceo Office Solutions, LLC, York, PA, for three (3) copiers including maintenance and supplies, except paper, for the York County Archives Department at a cost of \$247.50 per quarter, for a total cost of \$2,475.00, for the period of October 26, 2013 through May 25, 2016:

- (1) Toshiba 282 copier
- (1) Toshiba 232 copier
- (1) Toshiba 202L copier

10. BUDGET LINE ITEM ADJUSTMENTS

A. 2013 Budget Line Item Adjustments

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve 2013 Budget Line Item Adjustments, as submitted by the Controller's Office, for the week of November 27, 2013.

Budget Adjustments

2013

Department Name	Department Number	Account Description	Account Number	Amount Change
Agland Preservation	014624	Office Supplies	5600550	43
Agland Preservation	014624	Printing	5200215	(43)
911 - Act 78 Eligible	080601	Office Equipment	5600500	6,078
911 - Act 78 Eligible	080601	Maintenance & Repairs	5200241	(6,078)
Sheriff	011251	Office Equipment	5600500	1,000
Sheriff	011251	Office Supplies	5600550	(1,000)

PAN&RC	020411	Professional Services	5200240	10,000
PAN&RC	020411	Contracted Benefits	5200276	(10,000)
PAN&RC	020411	Office Supplies	5600550	150
PAN&RC	020411	Housekeepeing & Kitchen Supplies	5600555	(150)
PAN&RC	020412	Shift Differential OT	5000106	10,000
PAN&RC	020412	Contracted Services	5200236	(10,000)
PAN&RC	020412	Maintenance & Repairs	5200241	1,000
PAN&RC	020412	Bedding & Linen	5600556	(1,000)
PAN&RC	020413	Purchase of Major Equipment	5900702	5,000
PAN&RC	020411	Purchase of Major Equipment	5900702	(5,000)
PAN&RC	020414	Cell Phone	5000181	135
PAN&RC	020414	Vehicle Gasoline	5200232	(135)
PAN&RC	020414	Pest Control	5200287	400
PAN&RC	020414	Maintenance & Repairs	5200241	(400)
PAN&RC	020414	Non-Emergency Transport	5200251	20,000
PAN&RC	020414	Electricity	5200206	(20,000)
PAN&RC	020413	Purchase of Major Equipment	5900702	20,000
PAN&RC	020411	Purchase of Major Equipment	5900702	(20,000)
PAN&RC	020421	Cell Phone	5000181	135
PAN&RC	020421	Maintenance & Repairs	5200241	(135)
PAN&RC	020431	Shift Differential - OT	5000106	650
PAN&RC	020431	Medical Supplies	5600577	(650)
PAN&RC	020435	Shift Differential - OT	5000106	5,000
PAN&RC	020435	Utilities	5210215	(5,000)
PAN&RC	020442	Professional Services	5200240	50,000
PAN&RC	020442	Staff Salaries	5000103	(50,000)
PAN&RC	020442	Maintenance Supplies	5600552	500
PAN&RC	020442	Physical Therapy Supplies	5600522	(500)
PAN&RC	020442	Purchase of Major Equipment	5900702	1,500
PAN&RC	020443	Purchase of Major Equipment	5900702	(1,500)
PAN&RC	020451	Subscriptions/Publications	5600502	200
PAN&RC	020451	Training & Staff Development	5200211	(200)
PAN&RC	020455	Professional Services	5200240	7,000

PAN&RC	020455	Advertising	5200201	(7,000)
PAN&RC	020609	PA Unemployment Compensation	5200356	17,000
PAN&RC	020609	Health Insurance	5200361	(17,000)
PAN&RC	020609	Workers Compensation	5200364	150,000
PAN&RC	020609	Health Insurance Retirees	5200367	(150,000)
Sheriff	011251	Vehicle Maintenance	5200233	1,000
Criminal Response Unit	011259	Contracted Services	5200236	(1,000)
Maintenance - MDJ	011262	Water	5200207	1,500
Maintenance - MDJ	011262	Fuel	5200205	(1,500)
Maintenance - Emergency Service Ctr	080603	Water	5200207	700
Maintenance - Emergency Service Ctr	080603	Fuel	5200205	(700)
Maintenance - Administrative Center	010128	Janitorial Supplies	5600551	600
Maintenance - Administrative Center	010128	Fuel	5200205	(600)
Sheriff	011251	Contracted Services	5200236	1,000
Sheriff	011251	Vehicle Gasoline	5200232	(1,000)
Sheriff	011251	Office Equipment	5600500	800
Sheriff	011251	Contracted Security Services	5210205	(800)
Criminal Response Unit	011259	Vehicle Maintenance	5200233	1,000
Criminal Response Unit	011259	Contracted Services	5200236	(1,000)
Parks	013607	Volunteer Activities	5200225	250
Parks	013607	Training & Staff Development	5200211	(250)
Parks	013607	Equipment Lease/Purchase	5900725	8
Parks	013607	Real Estate Tax	5200285	(8)
Parks	013607	Printing	5200215	41
Parks	013607	Training & Staff Development	5200211	(41)
Parks	013607	Vehicle Insurance	5200230	290
Parks	013607	Vehicle Gasoline	5200232	(290)
Parks	013607	Vehicle Maintenance	5200233	4,000
Parks	013607	Contracted Services	5200236	(2,000)
Parks	013607	Electricity	5200206	(2,000)
Prison	012309	Printing	5200215	580
Prison	012309	Fuel	5200205	(580)
Prison	012309	Vehicle Insurance	5200230	50
Prison	012309	Fuel	5200205	(50)

Emergency Management	012602	Vehicle Insurance	5200230	16
Emergency Management	012602	Telephone	5200203	(16)
Adult Probation	012302	Vehicle Maintenance	5200233	1,000
Adult Probation	012302	Tools & Equipment	5600513	(1,000)
Adult Probation	012302	Training & Staff Development	5200211	2,000
Adult Probation	012302	Electronic Monitoring	5600527	(2,000)
Court Administration	011260	Subscriptions/Publications	5600502	12,000
Court Administration	011260	Counsel for Delinquent Children	5210294	(12,000)
Court Administration	011260	Juvenile Act Master Account	5200339	15,000
Court Administration	011260	Counsel for Delinquent Children	5210294	(15,000)
Court Administration	011260	Professional Services/Interpreters	5210243	5,000
Court Administration	011260	Counsel for Delinquent Children	5210294	(5,000)
Juvenile Probation	012301	IV-E Administration	5210895	35
Juvenile Probation	012301	Office Supplies	5600550	(35)
Juvenile Probation	012301	Travel, Food & Lodging	5200231	800
Juvenile Probation	012301	Mileage Reimbursement	5200221	(800)
Sheriff	011251	Vehicle Insurance	5200230	525
Sheriff	011251	Telephone	5200203	(525)
Maintenance - Annex	010103	Office Supplies	5600550	7
Maintenance - Annex	010103	Fuel	5200205	(7)
Maintenance - Human Services Center	010106	Sewer	5200208	3,000
Maintenance - Human Services Center	010106	Electricity	5200206	(3,000)
Fleet Management	013605	Vehicle Insurance	5200230	
Fleet Management	013605	Electricity	5200206	
Register of Wills	011250	Training & Staff Development	5200211	45
Register of Wills	011250	Advertising	5200201	(45)
Register of Wills	011250	Travel, Food & Lodging	5200231	30
Register of Wills	011250	Advertising	5200201	(30)
Traffic Safety	010127	Roving Patrol Officers	5600613	271
Traffic Safety	010127	SOB Check Point Officers-SEP	5600599	(271)
Traffic Safety	010127	Subscriptions/Publications	5600502	5
Traffic Safety	010127	SOB Check Point Officers-SEP	5600599	(5)
Magisterial District Courts	011261	Cell Phone	5000181	960

Magisterial District Courts	011261	Mileage Reimbursement	5200221	(960)
Prothonotary	011253	Microfilming Fiche Photo	5200212	1,991
Prothonotary	011253	Contracted Services	5200236	(1,991)
Prothonotary	011253	Shift Differential - OT	5000106	200
Prothonotary	011253	Contracted Services	5200236	(200)
Fleet Management	013605	Office Equipment	5600500	921
Fleet Management	013605	Office Supplies	5600550	(191)
Fleet Management	013605	Fuel	5200205	(360)
Fleet Management	013605	Tools & Equipment	5600513	(230)
Fleet Management	013605	Electricity	5200206	(140)
911 - Act 78 Ineligible	080602	Vehicle Insurance	5200230	121
911 - Act 78 Ineligible	080602	MDC Project Training	5210474	(121)
911 - Act 78 Ineligible	080602	Vehicle Maintenance	5200233	58
911 - Act 78 Ineligible	080602	MDC Project Training	5210474	(58)
911 - Act 78 Eligible	080601	Shift Differential - OT	5000106	59,311
911 - Act 78 Eligible	080601	Wages	5000104	(59,311)
911 - Act 78 Eligible	080601	Interpreter Services	5200478	308
911 - Act 78 Eligible	080601	Maintenance & Repairs	5200241	(308)
Parks	013607	Professional Services	5200240	5,000
Parks	013607	Electricity	5200206	(1,000)
Parks	013607	Contracted Services	5200236	(1,000)
Parks	013607	Rental Property Repairs	5200275	(1,500)
Parks	013607	Highpoint Maintenance	5210272	(1,500)
Parks	013607	Welding Supplies	5600570	5
Parks	013607	Photo Supplies	5600569	(5)
Maintenance - Judicial Center	010104	Maintenance Supplies	5600552	1,000
Maintenance - Judicial Center	010104	Maintenance & Repairs	5200241	(1,000)
District Attorney	011258	Association Dues & Expenses	5200214	200
District Attorney	011258	Telephone	5200203	(200)
District Attorney	011258	Contracted Services	5200236	3,500
District Attorney	011258	Medical & Dental Services	5200245	(3,500)
District Attorney	011258	Testimony - Transcripts	5200332	3,500
District Attorney	011258	Medical & Dental Services	5200245	(3,500)
District Attorney	011258	Vehicle Insurance	5200230	400
District Attorney	011258	Telephone	5200203	(400)

Criminal Response Unit	011259	Vehicle Maintenance	5200233	400
Criminal Response Unit	011259	Advertising	5200201	(400)
Veterans Affairs	010603	Payments to Vets Organizations	5200343	11,000
Veterans Affairs	010603	Burial Expense	5200288	(11,000)
District Attorney	011258	Subscriptions/Publications	5600502	6,500
District Attorney	011258	Medical & Dental Services	5200245	(6,500)
Criminal Response Unit	011259	Training & Staff Development	5200211	200
Criminal Response Unit	011259	Contracted Services	5200236	(200)
Juvenile Probation	012301	Travel, Food & Lodging	5200231	1,700
Juvenile Probation	012301	Mileage Reimbursement	5200221	(1,700)
District Attorney	011258	Witness Fees & Expenses	5200331	2,800
District Attorney	011258	Medical & Dental Services	5200245	(2,800)
District Attorney	011258	Subscriptions/Publications	5600502	6,500
District Attorney	011258	Medical & Dental Services	5200245	(6,500)
Penn State Coop Extension	018613	Travel, Food & Lodging	5200231	3,000
Penn State Coop Extension	018613	Mileage Reimbursement	5200221	(3,000)
Penn State Coop Extension	018613	Vehicle Insurance	5200230	218
Penn State Coop Extension	018613	Vehicle Maintenance	5200233	(218)
Criminal Response Unit	011259	Cell Phone	5000181	1,000
Criminal Response Unit	011259	Contracted Services	5200236	(1,000)
Commissioners	018267	Law Library	5200267	60,000
Commissioners	016924	Contingency Fund	5200420	(60,000)
Commissioners	011258	Professional Services	5200240	170,000
Commissioners	016924	Contingency Fund	5200420	(170,000)
911	080601	Office Equipment	5600500	2,114
911	080601	Contracted Services	5200236	(2,114)
Assessment	010107	Office Equipment	5600500	230
Assessment	010107	Uniform Allowance	5200218	(230)
Tax Claim	010111	Printing	5200215	69
Tax Claim	010111	Sales Costs	5200281	(69)
Veterans Affairs	010603	Flag Marker	5200289	350
Veterans Affairs	010603	Government & Private Markers	5200290	(350)
Purchasing	010120	Office Supplies	5600550	900
Purchasing	010120	Printing	5200215	(900)

Purchasing	010120	Association Dues & Expenses	5200214	10
Purchasing	010120	Printing	5200215	(10)
Commissioners	016924	Contingency Fund	5200420	10,480
Juvenile Probation	012301	Jump Grant	5210888	21,351
Juvenile Probation	012301	Grant Salary Reimbursement	5000178	(31,831)

11. TAX REFUND REGISTER

A. Tax Refund Register 2013-45

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2013-45 authorizing payment of York County real estate tax refunds totaling \$2,424.06.

12. APPROVAL OF CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of November 27, 2013 totaling \$5,932,784.71.

Weekly Disbursement Totals for November 27, 2013

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,066,604.37
01	Payroll	6,736.05
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	360,791.71
03	Unclaimed Money	81.00
04	Donations	
05	Controlled Substance	12,556.97
06	Human Services	105,090.89
07	Children & Youth	154,348.65
08	911	402,640.68
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	600.00
11	Prison Telephone	1,833.72
25	Aging	70,618.89
28	MH-IDD	1,157,522.18
30/31	York/Adams HealthChoices	6,673.41
30	York Reinvestment	
31	Adams Reinvestment	

35	Domestic Relations	27,644.47
36	Earn-It	
40	Weatherization Liheap	17,957.40
45	Block Grant	244,606.04
46	Affordable Housing	
47	Revolving Fund	14,065.51
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	205.00
51	Weatherization Doe	8,587.43
72	Tax Claim	1,071.77
75	Retirement	1,228,268.01
82	2013 PLGIT GOB Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	44,280.56
	Total	<u>5,932,784.71</u>

13. REPORT OF EXECUTIVE SESSIONS

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

14. SOLICITOR'S REPORT

Acting Solicitor Donald Reihart submitted his written report for the Board's Review.

15. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

Chuck Noll announced that the County offices will be closed for business on Thursday, November 28th, and Friday, November 29th, in observance of the Thanksgiving Day holiday.

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 10:31 a.m.

Respectfully submitted,

Charles R. Noll
Administrator/Chief Clerk