

**COMMISSIONERS' MEETING  
MINUTES**

**12/30/15**

**1. CALL TO ORDER**

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

**A. Opening Ceremony**

Administrator Mark Derr led the Pledge of Allegiance.

Marc Benton, retired Presbyterian Pastor, 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 December 23, 2015 Commissioners' Meeting as submitted.

**3. PERIOD OF PUBLIC COMMENT**

No public comments were received.

**4. MILEAGE REIMBURSEMENT RATE**

**A. Internal Revenue Service, Washington, D.C.**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the mileage reimbursement rate for York County employees, as established by the Internal Revenue Service, Washington, D.C., decreasing the rate from \$0.575 cents per mile to \$0.54 cents per mile, effective January 1, 2016.

**5. RIGHT-OF-WAY ACQUISITION PLANS**

**A. York County Bridge No. 114 Replacement Project**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve and execute revised right-of-way acquisition plans, on behalf of C.S. Davidson, Inc., County Engineer, related to the York County Bridge No. 114 Replacement Project (Valley Street over the South Branch Codorus Creek in Glen Rock Borough), as parcel #1 is under new ownership.

## **6. RECESS**

Commissioner Chronister recessed the meeting at 10:04 a.m. for the purpose of holding a public hearing to receive public comments on the adoption of proposed Ordinance 2015-05.

## **7. RECONVENE**

Commissioner Chronister reconvened the meeting at 10:09 a.m.

## **8. ORDINANCE**

### **A. Ordinance 2015-05**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Ordinance 2015-05 authorizing the issuance of a General Obligation Note (Unfunded Debt), Series of 2016, in the principal amount of \$20,000,000 to refund the County's unpaid Tax and Revenue Anticipation Note (TRAN), Series of 2015; and authorizing related actions and documents.

## **9. RESOLUTIONS**

### **A. 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 authorizing the execution of a grant agreement between the County of York, on behalf of the Programs Management & Compliance Division of the York County Planning Commission, and the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., in the amount of \$19,672.00 under the PA-512 Continuum of Care Rental Assistance Project for rental assistance and supportive services by the Community Progress Council, effective upon full execution of all parties; and further authorizing the President Commissioner to execute all related required documents.

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

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a resolution authorizing the execution of a scope of work exhibit between the County of York, on behalf of the Programs Management & Compliance Division of the York County Planning Commission, and the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., in the amount of \$49,430.00, an additional award of funding to the grant agreement, for the renewal of the PA-512 Continuum of Care Rental Assistance Project, for the period of December 1, 2015 through November 30, 2016; and further authorizing the President Commissioner to execute all related required documents.

**C. 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 authorizing the execution of a grant agreement between the County of York, on behalf of the Programs Management & Compliance Division of the York County Planning Commission, and the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., in the amount of \$20,958.00 under the PA-512 York City & County Continuum of Care Planning Funds Project for planning, administrative and consultation services, effective upon full execution of all parties; and further authorizing the President Commissioner to execute all related required documents.

**10. PROPOSALS**

**A. HM Life Insurance Company, Pittsburgh, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to accept and execute a proposal between the County of York, on behalf of the York County Human Resources department, and HM Life Insurance Company, Pittsburgh, PA, for stop loss coverage at a rate of \$17.20 per contract/per month, for the period of January 1, 2016 through December 31, 2016.

**B. Midwest Employers Casualty Company, Chesterfield, MO**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to accept and execute a proposal between the County of York, on behalf of the York County Human Resources department, and Midwest Employers Casualty Company, Chesterfield, MO, for Excess Workers' Compensation Insurance at a rate of \$0.1072 per \$100.00 of payroll, for the period of January 1, 2016 through December 31, 2016.

**11. CONTRACT AGREEMENTS**

**A. Zelenkofske Axelrod, LLC, Harrisburg, PA**

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 Controller's Office, and Zelenkofske Axelrod, LLC, Harrisburg, PA, to perform additional audit services for the year ending December 31, 2015, at a rate of \$100.00 per hour, for a total cost not to exceed \$16,000.00.

**B. Keystruct Construction, Inc., York, PA**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement first amendment between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and Keystruct Construction, Inc., York, PA, in the amount of \$6,637.00 for the adjustment of quantities related to the 2015 York County Bridge Maintenance Program, due to field conditions, increasing the total contract amount from \$237,881.00 to \$244,518.00.

**12. HIPAA BUSINESS ASSOCIATE AGREEMENT**

**A. Jaklin, Inc. (aka York Mail Service), York, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke 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 Jaklin, Inc. (aka York Mail Service), York, PA, for pre-sort mail, printing and specialized mail services.

**13. HUMAN SERVICES**

**A. Subsidized Adoption Assistance Agreement – 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 between the County of York, on behalf of the York County Office of Children, Youth & Families, and FB-G, York, PA, for adoption assistance at a rate of \$27.00 per day for the adoption of YEV-F, a minor child, until the child reaches the age of 18 years, and a one-time payment of \$800.50 for costs incidental to the adoption of the child, according to the schedule attached to the agreement.

**B. 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 TG and KG, Red Lion, PA, increasing the per diem rate from \$27.00 per day to \$31.00 per day for JWG fka JJK, a minor child, based on the level of care needed for the child, with no other changes being made to the original agreement.

**C. Purchase of Service Contract Agreement Amendments – York County Office of Children, Youth & Families**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve purchase of service contract agreement amendments between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service providers, extending the term of the original agreements from June 30, 2015 until such time that rates for 2015-2016 are agreed upon, with no other changes being made to the original agreements:

- The Bair Foundation of Pennsylvania, New Wilmington, PA
- Children’s Home of York, York, PA
- CONCERN-Professional Services for Children, Youth and Families, Fleetwood, PA
- Families United Network, Inc., Muncy, PA
- Family Care for Children & Youth, Inc., Milton, PA
- Preventative Aftercare, Inc., Grove City, PA
- Youth Advocate Programs, Inc., Harrisburg, PA

**D. Service Provider Contract Agreement Renewal – York County Office of Children, Youth & Families**

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 Office of Children, Youth & Families, and the Village Services, Rosemont, PA, for the following services at the rates indicated, for the period of July 1, 2015 through June 30, 2016:

Provider	Location	Program Name	Cost	Opt
the Village Services	452 South Roberts Road Rosemont, PA 19010	Semi Independent Living Supervised Independent Living	\$90.00 / diem	01
the Village Services	452 South Roberts Road Rosemont, PA 19010	theVillage Shelter Care Service Shelter Care	\$225.00 / diem	03
the Village Services	452 South Roberts Road Rosemont, PA 19010	Child Welfare Residential Community Residential Services	\$225.00 / diem	04
the Village Services	452 South Roberts Road Rosemont, PA 19010	theVillage Community Based Residential (MA Approved) Community Residential Services	\$0.00 / diem	60

**14. BUDGET LINE ITEM ADJUSTMENTS**

**A. 2015 Budget Line Item Adjustments**

Commissioner Reilly made a motion, 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 December 30, 2015.

**Budget Adjustments****2015**

<b>Department Name</b>	<b>Department Number</b>	<b>Account Description</b>	<b>Account Number</b>	<b>Amount Change</b>
Sheriff	011251	Vehicle Insurance	5200230	272
Sheriff	011251	Training	5200211	(272)
Sheriff	011251	Travel	5200231	1,500
Sheriff	011251	Gas & Oil	5200232	(1,500)
Sheriff	011251	Tools & Equipment	5600513	1,500
Sheriff	011251	Gas & Oil	5200232	(1,500)
Sheriff	011251	Contracted Service Agreements	5200236	3,000
Sheriff	011251	Gas & Oil	5200232	(3,000)
CRU	011259	Maintenance - Vehicle	5200233	500
CRU	011259	Contracted Service Agreements	5200236	(500)
CRU	011259	Tools & Equipment	5600513	500
CRU	011259	Contracted Service Agreements	5200236	(500)
Divorce Masters	011264	Subscriptions	5600502	165
Divorce Masters	011264	Office Equipment	5600500	(165)
911	080601	Office Equipment	5600500	2,148
911	080601	Major Equipment	5900702	(2,148)
911	080601	Office Equipment	5600500	6,250
911	080601	Major Equipment	5900702	(6,250)
911	080601	Addressing/Mapping	5200482	37
911	080601	Major Equipment	5900702	(37)
Public Defender	011257	Witnesses	5200323	500
Public Defender	011257	Training	5200211	(500)
Prothonotary	011253	Office Supplies	5600550	2,000
Prothonotary	011253	Microfilming	5200212	(2,000)
Probation Services	012302	Subscriptions	5600502	41
Probation Services	012302	Office Supplies	5600550	(41)

Probation Services	012302	Travel	5200231	2,000
Probation Services	012302	Mileage	5200221	(2,000)
Probation Services	012302	Vehicle Insurance	5200230	130
Probation Services	012302	Gas & Oil	5200232	(130)
Prison	012309	Uniforms	5200218	100
Prison	012309	Clothing, Shoes & Furnishings	5600558	(100)
Ag Land	014624	Training	5200211	129
Ag Land	014624	Mileage	5200221	(129)

## 15. TAX REFUND REGISTER

### A. Tax Refund Register 2015-45

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2015-45 authorizing payment of York County real estate tax refunds totaling \$76.83.

## 16. CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of December 30, 2015 totaling \$3,532,681.31.

### Weekly Disbursement Totals for December 30, 2015

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	868,561.94
01	Payroll	
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	201,054.13
03	Unclaimed Money	71.28
04	Donations	
05	Controlled Substance	13,823.47
06	Human Services	84,885.74
07	Children & Youth	1,107,598.65
08	911	66,640.46
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	87,621.69

10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	29,366.00
25	Aging	235,103.07
28	MH-IDD	687,324.24
30/31	York/Adams HealthChoices	
30	York Reinvestment	27,352.09
31	Adams Reinvestment	
35	Domestic Relations	
36	Earn-It	
40	Weatherization Liheap	22,054.67
45	Block Grant	6,159.81
46	Affordable Housing	20,944.40
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	2,120.90
51	Weatherization Doe	257.08
72	Tax Claim	
75	Retirement	4,821.23
82	2013 PLGIT GOB Fund	160.00
84	911 Capital Projects Fund	66,760.46
85	P/A Capital Projects Fund	
90	Drug & Alcohol	
	Total	<u><u>3,532,681.31</u></u>

## 17. REPORT OF EXECUTIVE SESSIONS

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

## 18. SOLICITOR'S REPORT

In lieu of Solicitor Michael Flannelly's absence, Assistant Solicitor Donald Reihart submitted his written report for the Board's review.

## 19. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

Chief Clerk Sherry Baer announced that the County will be closed for business on Friday, January 1, 2016, in observance of the New Year's Day holiday.

Communications Director Carl Lindquist presented President Commissioner Steve Chronister with a plaque recognizing him for 12 years of outstanding service and leadership as County Commissioner. Numerous elected officials and County department heads, along with members of the public and local organizations, individually expressed their personal thanks and gratitude to Steve for his service and leadership.

## **20. 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 10:41 a.m.

Respectfully submitted,

Sherry L. Baer  
Chief Clerk/Office Manager