

**COMMISSIONERS' REORGANIZATIONAL MEETING
MINUTES**

01/04/16

1. CALL TO ORDER

Administrator Mark Derr called the meeting to order at 3:00 p.m.

2. PLEDGE OF ALLEGIANCE

Mark Derr led the Pledge of Allegiance.

3. NOMINATION OF TEMPORARY PRESIDENT COMMISSIONER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to nominate Susan Byrnes as temporary President Commissioner.

4. CALL TO ORDER

Commissioner Byrnes called the Commissioners' Meeting to order at 3:01 p.m. with all members present.

5. NOMINATION OF PRESIDENT COMMISSIONER

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to nominate Susan Byrnes as President Commissioner.

6. NOMINATION OF VICE PRESIDENT COMMISSIONER

Commissioner Byrnes made a motion, seconded by Commissioner Hoke and carried to nominate Doug Hoke as Vice President Commissioner, with Commissioner Reilly opposed.

7. APPOINTMENTS

A. Administrator

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to appoint Mark E. Derr as Administrator.

B. Chief Clerk

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to appoint Sherry L. Baer as Chief Clerk.

C. Assistant County Solicitor

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to appoint Donald L. Reihart as Assistant County Solicitor.

D. Department Heads

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint the following Department Heads to serve at the pleasure of the Commissioners:

Agricultural Land Preservation – Patricia McCandless
Archives – Christy Depew
Area Agency on Aging – Mark Shea
Assessment/Appraisal – Rachael Perring
Center for Traffic Safety – Wayne Harper
Children, Youth & Families – Terry Clark
Communications – Carl Lindquist
Conservation District – Mark Kimmel
County Control – Jacqueline Brininger
Drug and Alcohol Program – Steven Warren
Elections/Voter Registration – Sepia (Nikki) Suchanic
Emergency Management Agency – Michael Fetrow
Emergency Services – Eric Bistline
Facilities Management – Scott Cassel
HealthChoices Management – Michelle Hovis
Human Resources – Kristy Bixler
Human Services – Michelle Hovis
Information Services – Joseph Sassano
Mental Health/Intellectual & Developmental Disabilities – Steven Warren
Parks – Tammy Klunk
Pleasant Acres Nursing & Rehabilitation Center – Marlin Peck
Public Defender – Bruce Blocher
Purchasing – Tina Blessing
Veterans Affairs – Philip Palandro
Weights & Measures – James Crager
Youth Development Center – Rodney Wagner

Administrator Mark Derr gave the Oath of Office to all of the above appointees.

E. County Engineer of Record

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to appoint John A. Klinedinst, President/CEO, C.S. Davidson, Inc., York, PA, as York County's Engineer of Record for the period of January 1, 2016 through December 31, 2019.

F. County Insurance Broker of Record

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint Collens-Wagner Agency, York, PA, as York County's Insurance Broker of Record for the period of January 1, 2016 through December 31, 2019.

8. HOURS OF OPERATION

A. County Departments

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to set the hours of operation as follows for County departments, and as established by the Courts:

8:00 a.m. – 4:30 p.m.

Adult Probation
Agriculture Land Preservation
Archives (Wednesdays by phone or email only)
Area Agency on Aging
Assessment and Tax Claim
Children, Youth & Families
Commissioners
Controller
Court Appointed Special Advocates (CASA)
District Attorney
Divorce Masters
Drug & Alcohol
Elections & Voter Registration
Emergency Management Agency
Emergency Services
Human Resources
Human Services
Information Services
Juvenile Probation
Mental Health/Intellectual & Developmental Disabilities (MH/IDD)
Payroll
Penn State Cooperative Extension
Protection From Abuse (PFA)
Public Defender
Purchasing
Recorder of Deeds
Risk Management
Solicitor
Treasurer
Veterans' Affairs
Weights & Measures

6:00 a.m. – 4:30 p.m.

Coroner

7:30 a.m. – 4:30 p.m.

Domestic Relations

8:00 a.m. – 4:15 p.m.

Clerk of Orphans' Court
Court Administration
Register of Wills

8:15 a.m. – 4:30 p.m.

Clerk of Courts

8:30 a.m. – 4:30 p.m.

Center for Traffic Safety
Conservation District
Parks
Prothonotary

24 Hours/Day – 7 Days/Week

Emergency Operations Center (911)
Pleasant Acres Nursing & Rehab Center
Prison
Sheriff
Youth Development Center

9. COMMISSIONERS' MEETING SCHEDULE

A. Commissioners' General Meeting

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to schedule the Commissioners' General Meeting weekly on Wednesday at 10:00 a.m.

10. CONDUCTION OF COMMISSIONERS' MEETINGS

A. Roberts' Rules of Order

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Roberts' Rules of Order as revised to conduct the Commissioners' Meeting.

11. OTHER BUSINESS

A. Commissioner Byrnes – Comments

On behalf of the Board of Commissioners, Commissioner Byrnes extended congratulations and her gratitude to all of the department heads and employees for their commitment to the citizens of York County. She also extended gratitude, on behalf of the Board of Commissioners, to former Commissioner Steve Chronister for his twelve years of service to the County.

Commissioner Byrnes stated that the County is facing financial challenges that must be addressed. She stated that the current Board of Commissioners, along with County employees, is now responsible for the financial stability of the County moving forward. This will include the institution of quarterly budget reviews with all department heads intended to provide a format for dialogue and decision making with the most current information available. This will provide transparency and accountability in the County's service to York County residents, who are relying on their county government to act in their best interests. She stated that it will take the effort of all York County employees to realize important changes. Commissioner Byrnes made a formal request of every individual drawing a paycheck from the taxpayers of York County to make it their business to help in the efforts to making improvements in where we live and work. She stated that united we have the skills to meet these financial challenges. Commissioner Byrnes invited each County employee to fully participate as leaders in our community, as this is our opportunity to make a difference.

B. Commissioner Hoke – Comments

Commissioner Hoke expressed his appreciation to all of the department heads, the courts and Row Officers for all of their hard work and services that they provide to the County of York, and that he is looking forward to continue working with them over the next four years.

12. 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 3:09 p.m.

Respectfully submitted

Sherry L. Baer
Chief Clerk