

**COMMISSIONERS' MEETING
MINUTES**

01/27/16

1. CALL TO ORDER

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

A. Opening Ceremony

Treasurer Barbara Bair led the Pledge of Allegiance.

Pastor Ron Oelrich of Faith 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 January 20, 2016 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

On behalf of the Board of Commissioners, Commissioner Byrnes extended gratitude to all of the County departments and employees who were dedicated and committed to helping with clearing the snow from the recent blizzard, and also those who continued to work from home during the shutdown of County business. Commissioner Byrnes also extended a special thanks to the York Revolution and Rabbittransit who offered free rides to County employees.

4. MANUAL

A. YORK COUNTY PURCHASING MANUAL

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the York County Purchasing Manual as amended, and authorize the Purchasing Coordinator to distribute it to all County departments.

5. FEASIBILITY STUDY

A. York County Planning Commission

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to support the results of the York County Stormwater Authority Feasibility Study, and authorize the York County Planning Commission to proceed with an implementation plan for the creation of a Regional Stormwater Authority.

6. EXONERATION

A. 450 Madison Avenue, York City, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to exonerate interest, penalties and fees applied against York County real estate taxes on property located at 450 Madison Avenue, York City, PA, (parcel number 11-338-03-0004-00-00000) in the amount of \$6,964.55, as the property has been deemed condemned by the Redevelopment Authority of the City of York.

7. RESOLUTIONS

A. Resolution 2016-02

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2016-02 to execute 2009 County Note Modification Agreement No. 3 between the County of York and the York County Solid Waste and Refuse Authority, York, PA, modifying the payment terms to remove the annual principal payments due on May 1, 2016 and November 1, 2016; and to execute 2009 County Note Modification Agreement No. 2 between the County of York and the York County Agricultural Society, York, PA, modifying the payment terms to remove the monthly principal payments due on December 1, 2015 through November 1, 2016.

8. RECESS

Commissioner Byrnes recessed the meeting at 10:48 a.m. for the purpose of holding a hearing to receive public comments on the adoption of proposed Resolutions 2016-03 and 2016-04.

9. RECONVENE

Commissioner Byrnes reconvened the meeting at 10:51 a.m.

10. RESOLUTIONS (Cont.)

A. Resolution 2016-03

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2016-03 approving the County of York LERTA program application for property located at 41 E. Market Street, Suite 3, York City, submitted and owned by the City of York General Authority.

B. Resolution 2016-04

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2016-04 approving the County of York LERTA program application for property located at 41 E. Market Street, Suite 1, York City, submitted and owned by the City of York General Authority.

C. Resolution 2016-05

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2016-05 approving the following revised County of York Administrative Policy, as recommended by the Policy Advisory Committee, effective February 1, 2016:

EM – 19.3 – Personal Appearance and Attire

D. Resolution 2016-06

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2016-06 authorizing a non-binding letter of interest to participate in the Intergovernmental Transfer Program, effective July 1, 2015, and its willingness to provide an estimated IGT Transfer of \$4,736,002.00.

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

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke 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 and 2015 Action Plans, funded through the U.S. Department of Housing and Urban Development (HUD), Washington, D.C., Community Development Block Grant program:

<u>Activity</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
Peach Bottom Township	\$324.88	Unprogrammed funds	45561985 (increase)
Bell Socialization Services, Inc.	\$ 81.22	Unprogrammed funds	45592086 (increase)
York Haven Borough	\$180.49	Unprogrammed funds	45592095 (increase)
West York Borough	\$ 81.22	Unprogrammed funds	45592101 (increase)

11. CONTRACT AGREEMENTS

A. Deblin, Inc., Mechanicsburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a bid award and contract agreement between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and Deblin, Inc., Mechanicsburg, PA, the lowest responsible bidder, for the York County Bridge No. 80 (Princess Street over the Codorus Creek in the City of York) Superstructure Replacement project in the amount of \$1,968,114.13, funded through the Marcellus Shale Legacy funds.

B. GeoDecisions, a division of Gannett Fleming, Inc., State College, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a professional services contract agreement amendment between the County of York, on behalf of the York County Assessment department, and GeoDecisions, a division of Gannett Fleming, Inc., State College, PA, extending the agreement from December 31, 2015 to a month-to-month basis not to surpass December 31, 2016, at a rate of \$1,650.00 per month, to provide hosting services for the Geographical Information System (GIS) for Assessment data.

12. SCOPE OF WORK AGREEMENTS

A. Continental Technologies, Inc., Hunt Valley, MD

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve scope of work agreements between the County of York, on behalf of the York County Information Services department, and Continental Technologies, Inc., Hunt Valley, MD, to provide Technology Consulting services for the upgrade of the following software programs at the costs indicated:

<u>Software Programs</u>	<u>Cost</u>
Veritas Enterprise Vault	\$7,820.00
Microsoft Exchange	\$9,016.00

13. HUMAN SERVICES

A. Contract Agreement and HIPAA Business Associate Agreement – York County Area Agency on Aging

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a contract agreement and HIPAA business associate agreement between the County of York, on behalf of the York County Area Agency on Aging, and Jean A. Gabsewics, York, PA, to provide agency-funded Dietary Consulting services at a cost not to exceed \$10,000.00, for the period of January 1, 2016 through June 30, 2016.

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

Commissioner Reilly made a motion, 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, 2015 through June 30, 2016:

Provider	Location	Program Name	Cost	Opt
NHS of Montgomery County	2506 N. Broad St. Colmar, PA 18914	Foster Care Plus Foster Care	\$83.09 / diem	01
NHS Youth Services, Inc. dba Northwestern Academy	2000 Northwestern Drive Coal Township, PA 17866	SET Secure Care	\$277.90 / diem	03
NHS Youth Services, Inc. dba Northwestern Academy	2000 Northwestern Drive Coal Township, PA 17866	Community Based Community Residential	\$235.00 / diem	04
NHS Youth Services, Inc. dba Northwestern Academy	2000 Northwestern Drive Coal Township, PA 17866	Building Bridges Cottage A Community Residential	\$261.71 / diem	05
NHS Youth Services, Inc. dba Northwestern Academy	2000 Northwestern Drive Coal Township, PA 17866	RENEW Program Community Residential Services	\$242.00 / diem	07
NHS Youth Services, Inc. dba Northwestern Academy	2000 Northwestern Drive Coal Township, PA 17866	ADVANCE Residential Services	\$195.00 / diem	10
NHS Youth Services, Inc. dba Northwestern Academy	2000 Northwestern Drive Coal Township, PA 17866	Intensive Secure Secure Care	\$258.53 / diem	12
NHS Youth Services, Inc. dba Northwestern Academy	2000 Northwestern Drive Coal Township, PA 17866	SMART Program Community Residential Services	\$273.00 / diem	15
Valley Youth House	829 Linden Street Allentown, PA 18101	Independent Living (low supervision) REAL Supervised Independent Living	\$142.53 / diem	01
Valley Youth House	44 E. Broad St. #30 Bethlehem, PA 18018	Independent Living Program (high structure) REAL Supervised Independent Living	\$187.08 / diem	08
Valley Youth House	131 Centerville Rd. Lancaster, PA 17603	Independent Living Foster Care	\$114.29 / diem	16
Jondu, Inc.	520 S. Shippen St. Lancaster, PA 17602	Prescott House Community Residential Service	\$154.23 / diem	01
Children's Service Center of Wyoming Valley, Inc.	335 S. Franklin St. Wilkes-Barre, PA 18702	Children's Service Center Foster Care	\$49.28 / diem	01

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

Motion was made by Commissioner Reilly, 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 United Methodist Home for Children Residential Care, Inc., Mechanicsburg, PA, extending the term of the original agreement from June 30, 2015 until such time that rates for 2015-2016 are agreed upon, with no other changes being made to the original agreement.

D. Subsidized Permanent Legal Custodianship Agreement – York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a subsidized permanent legal custodianship agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and BB, Hanover, PA, as custodian of DM and KM, minor children, authorizing custodianship subsidy payments in the amount of \$29.65 per child per day until each child reaches the age of 18 years.

E. Letter of Agreement and HIPAA Business Associate Agreement – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a letter of agreement and HIPAA business associate agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Dorothy Livaditis, Esquire, York, PA, to serve as solicitor at a rate of \$100.00 per hour for legal services, with reimbursement for costs to include personal service and overnight postage charges; independent contractor services at a rate of \$80.00 per hour; paralegal services at a rate of \$50.00 per hour; and processor services at the customary rate within York County, for the period of January 1, 2016 through December 31, 2016.

14. TAX REFUND REGISTER

A. Tax Refund Register 2016-02

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2016-02 authorizing payment of York County real estate tax refunds totaling \$4,717.08.

15. REPORT OF EXECUTIVE SESSIONS

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

16. SOLICITOR'S REPORT

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

17. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

Jessica Mockabee, Human Services Assistant Director, announced that the Rental Assistance Program is opening officially tomorrow at Community Progress Council, Inc. She stated that this program assists families and individuals who are delinquent with their rent or may currently be experiencing homelessness. Jessica provided the contact information for those individuals seeking assistance.

Commissioner Byrnes extended thanks to Stephanie Frey and Lauren Little of the York County Area Agency on Aging for assisting a family in need. Commissioner Byrnes read aloud a letter received by Steven Dravk, a member of the family in need, extending thanks to the agency for providing much needed services for his family.

18. 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 11:11 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager