

**COMMISSIONERS' MEETING  
MINUTES**

**02/03/16**

**1. CALL TO ORDER**

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

**A. Opening Ceremony**

Controller Robb Green led the Pledge of Allegiance.

Father Carl Tancredi, Catholic Chaplain of York College and York County Prison, 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 27, 2016 Commissioners' Meeting as submitted.

**3. PERIOD OF PUBLIC COMMENT**

Facilities Management Director Scott Cassel described to the Board the hazardous condition of some of the concrete and tile work located at the front of the Administrative Center. Scott explained that moisture became trapped under the concrete at the time of the renovation done last year causing it to lift up. He stated that the work previously done is under a 2-year warranty, so the contractor will be repairing the damage and assessing the concrete panels between all of the columns for any additional repair possibly being needed.

Springettsbury Township resident Jane Heller readdressed her previous complaint regarding a private contractor she hired for a small roofing job at her home that resulted in her needing to file a judgement against the contractor to reimburse her for his inadequate work. She requested again that the County look into developing a registrar and mandate that contractors provide their information and work history to avoid other individuals having to face the same type of problem that she is currently facing. Solicitor Glenn Smith explained to Ms. Heller that a database for this already exists at the state level operated by the Attorney General's Office. Ms. Heller responded with a concern for those individuals who either do not have access to or do not know how to use computerized equipment to obtain information. Commissioner Byrnes stated that the Board would discuss it further internally.

Commissioner Byrnes gave a shout out to Pleasant Acres Nursing & Rehabilitative Center employee Richard Beck, who also received a Commissioners' Gold Coin, in recognition for him using his own vehicle to transport PAN&RC employees to and from work during the recent snow storm from Friday through Monday, putting on an additional 483 miles.

**4. APPOINTMENT**

**A. Glenn J. Smith**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint Glenn J. Smith as York County Solicitor, effective February 1, 2016.

**5. LETTERS OF AGREEMENT**

**A. Reinsel Kuntz Leshner (RKL), Certified Public Accountants and Consultants, York, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve letters of agreement between the County of York, on behalf of the York County Prison, and Reinsel Kuntz Leshner (RKL), Certified Public Accountants and Consultants, York, PA, to perform audits on the following funding accounts for year-ended December 31, 2015, for a total cost of \$19,000.00 to be funded through the Inmate Welfare Fund account:

<u>Funding Account</u>	<u>Audit Fee</u>
Canteen	\$11,700.00
Work Release	\$ 7,300.00

**6. TAX REFUND REGISTER**

**A. Tax Refund Register 2016-03**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve Tax Refund Register 2016-03 authorizing payment of York County real estate tax refunds totaling \$13.72.

**7. CHECK REGISTERS**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to ratify the Check Register for the week of January 27, 2016 totaling \$6,246,876.74.

<u>Weekly Disbursement Totals for January 27, 2016</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,807,820.79
01	Payroll	18,801.70
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	430,490.12
03	Unclaimed Money	

04	Donations	593.55
05	Controlled Substance	12,137.44
06	Human Services	145,019.72
07	Children & Youth	156,221.46
08	911	301,983.02
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	354,241.03
10	Marcellus Shale Bridge Maintenance	652.37
11	Prison Telephone	
25	Aging	266,003.70
28	MH-IDD	1,185,463.48
30/31	York/Adams HealthChoices	38,715.86
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	38,494.29
36	Earn-It	400.00
40	Weatherization Liheap	23,175.66
45	Block Grant	21,872.24
46	Affordable Housing	
47	Revolving Fund	12.00
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	
51	Weatherization Doe	
72	Tax Claim	
75	Retirement	1,444,689.13
82	2013 PLGIT GOB Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	89.18
	Total	<u>6,246,876.74</u>

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the Check Register for the week of February 3, 2016 totaling \$3,882,866.93

<u>Weekly Disbursement Totals for February 3, 2016</u>		
<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,604,574.43
01	Payroll	1,649.41
01	Ag Land Preservation	
01	Escrow	
01	FEMA Disaster Grant	
01	Marcellus Shale	21,500.00

01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	11,451.52
06	Human Services	188.01
07	Children & Youth	1,327,696.19
08	911	7,182.23
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	7,381.38
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	27,699.20
25	Aging	122,742.54
28	MH-IDD	119,839.61
30/31	York/Adams HealthChoices	20,294.99
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	
36	Earn-It	142.24
40	Weatherization Liheap	918.00
45	Block Grant	525,431.34
46	Affordable Housing	20,944.40
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	5,661.66
51	Weatherization Doe	
72	Tax Claim	97.09
75	Retirement	18,425.58
82	2013 PLGIT GOB Fund	
84	911 Capital Projects Fund	27,572.00
85	P/A Capital Projects Fund	
90	Drug & Alcohol	11,475.11
	Total	<u>3,882,866.93</u>

## 8. REPORT OF EXECUTIVE SESSIONS

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

## 9. SOLICITOR'S REPORT

Solicitor Glenn Smith submitted his written report for the Board's review.

## **10. OPEN POSITIONS REPORT**

Tiffany Trout, York County Human Resources Department, gave a report of open positions within the County of York as of February 3, 2016.

## **11. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS**

There was no other business to address, nor were any public comments received.

## **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 10:17 a.m.

Respectfully submitted,

Sherry L. Baer  
Chief Clerk/Office Manager