

**COMMISSIONERS' MEETING
MINUTES**

02/10/16

1. CALL TO ORDER

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

A. Opening Ceremony

Darryl Albright of the District Attorney's Office led the Pledge of Allegiance.

Sharon Gardner of the Baha'i faith 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 February 3, 2016 Commissioners' Meeting as submitted.

3. PRESENTATION

A. The York County Missing Child Task Force

Detective Dana Ward of the York County District Attorney's Office introduced himself and his attending team members as the York County Child Abduction Response Effort, also known as the York County Care Team, which is made up of several York County law enforcement agencies. He stated that their team responds to missing or abducted children within York County. Detective Ward stated that they are the only certified Child Response Abduction Team in the state of Pennsylvania. Each member of the team introduced themselves. Detective Ward explained the process of their operation and the resources that they utilize. He stated that they are also promoting the York County Department of Emergency Services Smart911 Campaign by encouraging everyone to complete a safety profile. Detective Ward stated that the team is a non-profit organization operating only with donations and their own fundraising, with the majority of those funds being utilized to support and maintain their bloodhound canine, K-9 Lt. Lou. He stated that they are currently working on a silent auction to be held in March. Donations can be mailed to the West York Police Department in care of Chief Justin Seibel. Lt. Lou presented each of the Commissioners with a Team Challenge Coin. The Board of Commissioners also presented the team with a Commissioners Gold Coin Award for their efforts and commitment.

4. PERIOD OF PUBLIC COMMENT

No public comments were received.

5. APPOINTMENTS

A. Tax Collectors

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint the following individuals as Tax Collectors for the following municipalities, pursuant to the provisions of the Commonwealth of Pennsylvania Local Tax Collection Law of 1945 (P.L. 1050), effective as indicated through December 31, 2017:

Tax Collector

Rhonda Harpster, Franklin Township
Effective January 4, 2016

Municipality

Franklinton Borough

Debra Popp, Newberry Township
Effective February 1, 2016

York Haven Borough & Goldsboro Boro

B. Deputy Tax Collectors

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to appoint the following individuals as Deputy Tax Collectors to fulfill the duties of the Tax Collector for the indicated municipality as may be necessary, effective February 10, 2016 through December 31, 2017:

Deputy Tax Collector

Sherrie Gross, Goldsboro Boro
Kathy Emswiler, East Manchester Township
Carol Downs Brady, York City

Municipality

Fairview Township
Lewisberry Borough
York City

6. BID AWARD

A. Metro Flags, Inc., Cranford, NJ

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a bid award for Metro Flags, Inc., Cranford, NJ, the lowest responsible bidder, for 33,840 flags at a cost of \$20,642.40, to be placed on gravesites by the York County Veterans' Affairs department for the Memorial Day holiday.

7. PURCHASE

A. Hondru Ford, Manheim, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the York County Penn State Extension, and Hondru Ford, Manheim, PA, for a 2016 Ford F-150 (4WD) SuperCab pickup truck at a cost of \$28,568.40 under a PA COSTARS contract, to be reimbursed through the Pennsylvania Department of Environmental Protection West Nile Virus grant over a period of three (3) years.

8. CONTRACT AGREEMENTS

A. DRS Imaging, Springfield, NJ

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve service contract agreements between the County of York, on behalf of the York County Information Services department, and DRS Imaging, Springfield, NJ, to provide microfilm equipment and software maintenance for the following York County departments, at the costs indicated, for the period of February 1, 2016 through January 31, 2017:

<u>Department</u>	<u>Unit</u>	<u>Cost</u>
Archives	ScanPro 3000	\$995.00
Recorder of Deeds	ScanPro 3000	\$995.00

9. HUMAN SERVICES

A. Professional Services Contract Agreement – York/Adams HealthChoices Management Unit of York County Human Services

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a professional services contract agreement and HIPAA business associate agreement between the County of York, on behalf of the York/Adams HealthChoices Management Unit of the York County Human Services department, and The Binkley Kanavy Group, LLC, Pittsburgh, PA, to provide agency-funded Reinvestment Plans auditing services at a cost not to exceed \$18,000, for the period of July 1, 2015 through June 30, 2017.

B. Subsidized Adoption Assistance Agreement – 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 between the County of York, on behalf of the York County Office of Children, Youth & Families, and SD, York, PA, for adoption assistance at a rate of \$23.00 per day for the adoption of KSD fka JSH, 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.

C. 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:

<u>Provider</u>	<u>Location</u>	<u>Program Name</u>	<u>Cost</u>	<u>Opt</u>
Preventative Aftercare, Inc.	PO Box 2705 York, PA 17405	Preventative Aftercare Counseling	\$82.06 / hour	01
Children’s Home of Reading	1010 Centre Avenue Reading, PA 19601	Kinship Care Kinship Care	\$47.39 / diem	02
Children’s Home of Reading	1010 Centre Avenue Reading, PA 19601	Specialized Foster Care Foster Care	\$73.97 / diem	04
Children’s Home of Reading	1010 Centre Avenue Reading, PA 19601	Specialized Foster Care (Mother and Infant) Foster Care	\$109.98 / diem	09
Children’s Home of Reading	1020 Centre Avenue Reading, PA 19601	Residential Treatment Facility (MA Approved) Residential Services	\$0.00 / diem	60
Children’s Home of Reading	1010 Centre Avenue Reading, PA 19601	Carole and Ray Neag Center/ SRTF Sex Offenders Program (MA Approved) Residential Treatment Facility	\$0.00 / diem	61
NHS Pennsylvania, Inc.	9 Rathton Road York, PA 17403	Foster Care Plus Foster Care	\$88.46 / diem	04
NHS Pennsylvania, Inc.	9 Rathton Road York, PA 17403	Fostercare Mother with Infant Foster Care	\$130.30 / diem	10
NHS Pennsylvania, Inc.	9 Rathton Road York, PA 17403	TFC / Infant Combo Foster Care	\$70.78 / diem	11
NHS Pennsylvania, Inc.	9 Rathton Road York, PA 17403	Fostercare Mother w/2 Children/Foster Care	\$170.86 / diem	12
NHS Pennsylvania, Inc.	9 Rathton Road York, PA 17403	Therapeutic Family Care (MA Approved) Foster Care	\$28.72 / diem	62

D. Implementation Plan and Budget Amendment – York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of an Implementation Plan and Budget Amendment request, on behalf of the York County Office of Children, Youth & Families, to the Pennsylvania Department of Human Services, Office of Children, Youth & Families, Harrisburg, PA, increasing the amount from \$8,840,464.00 to \$9,099,964.00 for the following budget adjustments:

<u>Budget Line Item</u>	<u>Original Budget</u>	<u>Amended Budget</u>
Caseworkers (1s)	\$ 250,101.00	\$ 250,101.00
Caseworkers (2&3s)	\$3,096,022.00	\$3,200,739.00
Supervisor/Casework Managers	\$ 834,142.00	\$ 854,391.00
Administrators	\$ 559,540.00	\$ 559,540.00
Clerical	\$ 352,628.00	\$ 378,098.00
Miscellaneous	\$ 581,178.00	\$ 602,042.00
Benefits	<u>\$3,166,853.00</u>	<u>\$3,255,053.00</u>
Total	\$8,840,464.00	\$9,099,964.00

10. TAX REFUND REGISTER

A. Tax Refund Register 2016-04

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2016-04 authorizing payment of York County real estate tax refunds totaling \$319.24.

11. CHECK REGISTER

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of February 10, 2016 totaling \$5,448,442.85.

Weekly Disbursement Totals for February 10, 2016

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,855,113.77
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	152,987.52
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	21,727.41
06	Human Services	66,110.64
07	Children & Youth	792,249.93
08	911	52,078.88
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	391.08
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	1,024.12
25	Aging	97,762.63
28	MH-IDD	1,237,213.85
30/31	York/Adams HealthChoices	8,515.05
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	43,920.19
36	Earn-It	229.20
40	Weatherization Liheap	21,128.17
45	Block Grant	3,876.37
46	Affordable Housing	187.00

47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	174.37
51	Weatherization Doe	2,114.55
72	Tax Claim	6,003.75
75	Retirement	17,415.48
82	2013 PLGIT GOB Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	68,218.89
	Total	<u><u>5,448,442.85</u></u>

12. REPORT OF EXECUTIVE SESSIONS

Commissioner Byrnes reported the following Executive Session was held since the last Commissioners' Meeting:

02/08 – Commissioners Byrnes and Hoke, Mark Derr, Robb Green, Glenn Smith, Kristy Bixler and Tiffany Trout – General Personnel; and Kelly Novak – Probation Services Personnel.

13. SOLICITOR'S REPORT

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

14. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

A. Emerson Network Power/Liebert Services, Inc., Westerville, OH

Commission Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to ratify a purchase and service agreement between the County of York, on behalf of the York County Facilities Management department, and Emerson Network Power/Liebert Services, Inc., Westerville, OH, for the replacement of the batteries in the N Power Uninterruptable Power Supply (UPS) located at the Emergency Services Center, for a total cost not to exceed \$10,836.51.

B. Acknowledgements

Commissioner Byrnes thanked Eric Bistline and his colleagues of the Department of Emergency Services and Scott Cassel of Facilities Management for their prompt and professional response to the brief power outage at the 9-1-1 Center.

Commissioner Byrnes thanked Warden Sabol and commended her staff for going out of their way by packing essentials in preparation for an overnight stay at the prison during the recent snowstorm.

Commissioner Byrnes announced that Vada Fink of Facilities was awarded a Commissioners Gold Coin for providing emergency aid to a neighbor who was under duress.

15. 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 10:26 a.m.

Respectfully submitted,

Sherry L. Baer
Chief Clerk/Office Manager