

**COMMISSIONERS' MEETING  
MINUTES**

**03/02/16**

The March 2, 2016 York County Board of Commissioners Meeting was held at the York County Administrative Center, 28 E. Market Street, 2<sup>nd</sup> Floor, York, PA, 17401.

**1. CALL TO ORDER**

President Commissioner Susan Byrnes called the meeting to order at 10:00 a.m., with Vice President Commissioner Doug Hoke, Commissioner Christopher Reilly, Chief Clerk Sherry Baer, Solicitor Glenn Smith and Deputy Controller Deb Myers present.

**A. Opening Ceremony**

Chief Clerk Sherry Baer led the Pledge of Allegiance.

Reverend Kevin Shively of St. Matthews Lutheran Church 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 24, 2016 Commissioners' Meeting as submitted.

**3. PRESENTATION**

**A. York County Veteran's Affairs**

Veterans' Affairs Director Philip Palandro gave an overview of his annual report. Mr. Palandro provided information on the different services and programs that the Veterans' Affairs department provides to York County veterans. He also recognized his staff for their hard work and dedication in assisting these veterans in applying for military benefits and accessing resources for veterans.

**4. PERIOD OF PUBLIC COMMENT**

Mr. Lee Hoffheins, Glen Rock Borough Tax Collector, requested that the Board delay action on motion number nine (9) on today's agenda, which is a contract agreement between the York County Treasurer's Office and the West York Area School District, authorizing the York County Treasurer to fulfill the duties of Tax Collector for the collection of 2016 School taxes. Mr. Hoffheins indicated that there is an individual interested in being appointed to fulfill these duties and he will be speaking with the West York Borough today regarding this possible appointment.

## **5. APPOINTMENT**

### **A. South Central Workforce Investment Board (SCWIB)**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint Matthew Paules, East Manchester Township, to the South Central Workforce Investment Board (SCWIB) to fulfill the remainder of a three-year term, effective March 2, 2016 through June 30, 2018.

## **6. PURCHASE**

### **A. SotirIs Information Strategies, Mechanicsburg, 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 Information Services department, and SotirIs Information Strategies, Mechanicsburg, PA, for twenty-five (25) mobile device management software licenses, for secure delivery of Enterprise email, at a cost of \$165.00 per license, for a total cost of \$4,125.00.

## **7. CONTRACT AGREEMENT**

### **A. West York Area School District**

Motion was made by Commissioner Hoke and seconded by Commissioner Reilly to approve a Contract Agreement between the County of York, on behalf of the York County Treasurer's Office, and the West York Area School District, authorizing the York County Treasurer to fulfill the duties of Tax Collector for the collection of 2016 School taxes, for the period of March 2, 2016 through December 31, 2016; and further authorizing the York County Treasurer to sign all documents related to the agreement.

In consideration of Mr. Lee Hoffheins' request to not take action on this motion today, Commissioner Reilly made another motion, seconded by Commissioner Hoke and unanimously carried to table the motion until next week to allow time for Mr. Hoffheins to speak to West York Borough about a possible candidate for Tax Collector.

## **8. AGREEMENT OF SALE AND TEMPORARY CONSTRUCTION EASEMENT**

### **A. The Stephen M. Hoffman Revocable Trust**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve an Agreement of Sale and Temporary Construction Easement Agreement between the County of York, on behalf of C.S. Davidson, Inc., County Engineer, and The Stephen M. Hoffman Revocable Trust, in the amount of \$506.00, to provide right-of-way access for the replacement of Bridge No. 233 (Bentz Mill Road over the North Branch of Bermudian Creek in Washington Township), with 100% of the related costs reimbursable by PennDOT.

**9. SERVICE CONTRACT AGREEMENT**

**A. SotirIs Information Strategies, Mechanicsburg, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Service Contract Agreement between the County of York, on behalf of the York County Information Services department, and SotirIs Information Strategies, Mechanicsburg, PA, for Citrix software licensing and maintenance at the costs indicated, for a total cost of \$51,302.00, for the period of March 15, 2016 through March 14, 2017:

Subscription Advantage	\$45,050.00
Software Maintenance	\$ 6,252.00

**10. HUMAN SERVICES**

**A. Contract Agreement – York County Human Services**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Contract Agreement between the County of York, on behalf of the York County Human Services department, and the Central Pennsylvania Food Bank, Harrisburg, PA, for the purchase of eligible commodities through the State Food Purchase Program (SFPP) to be distributed to local food pantries in the amount of \$491,346.98, at no cost to the County, for the period of July 1, 2015 through June 30, 2016.

**B. Contract Agreement – York County Human Services**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Contract Agreement between the County of York, on behalf of the York County Human Services department, and the YWCA, York, PA, to provide Transitional Bridge Housing services through the Homeless Assistance Program, in the amount of \$150,914.00, for the period of July 1, 2015 through June 30, 2016.

**C. Professional Services Contract Agreement – York County Human Services**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a Professional Services Contract Agreement between the County of York, on behalf of the York County Human Services department, and The Binkley Kanavy Group, LLC, Pittsburgh, PA, to provide a financial monitoring assessment and action plan for the York County Office of Children, Youth & Families; Human Services department; and the York/Adams Mental Health/Intellectual Disabilities & Development (MH/IDD) department, at a cost not to exceed \$38,825.00, for the period of February 1, 2016 through June 30, 2016.

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

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a Subsidized Permanent Legal Custodian Agreement Termination between the County of York, on behalf of the York County Office of Children, Youth & Families, and JK and SK, Hanover, PA, custodians of DTH, a minor child, as they are no longer providing any form of financial support for the child, effective February 13, 2016.

**E. Subsidized Adoption Assistance Agreements – York County Office of Children, Youth & Families**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Subsidized Adoption Assistance Agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following adoptive parents for adoption assistance at the rates indicated, for the adoption of the following minor child until each child reaches the age of 18 years, and a one-time payment of \$800.50 for costs incidental to the adoption of each child, according to the schedule attached to the agreement:

<u>Adoptive Parent</u>	<u>Minor Child</u>	<u>Rate per day</u>
MB and MB, York, PA	EGB fka ALS	\$27.00
JG and AG, York, PA	LNG fka ETT	\$25.65
JG and AG, York, PA	EGB fka GBT	\$25.65
MA and SA, York, PA	SMA fka SMF	\$25.65
MA and SA, York, PA	KAA fka KAW	\$25.65

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

Motion was made by Commissioner Reilly, 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>
Community Service Foundation	PO Box 283 Pipersville, PA 18947	Foster Care Foster Care	\$114.50/diem	01
Community Service Foundation	PO Box 283 Pipersville, PA 18947	Day Treatment Day Treatment	\$106.01/diem	02
Edison Court, Inc.	1740 South Easton Road Doylestown, PA 18901	Mathom House-East Secure Care	\$358.27/diem	01
Edison Court, Inc.	1740 South Easton Road Doylestown, PA 18901	Mathom House-West Community Residential Services	\$358.27/diem	02
Edison Court, Inc.	1740 South Easton Road Doylestown, PA 18901	Mathom House-East Secure Care	\$85.27/diem	61

Edison Court, Inc.	1740 South Easton Road Doylestown, PA 18901	Mathom House-West Community Residential Services	\$85.27/diem	62
United Methodist Home for Children Residential Care, Inc.	5120 Simpson Ferry Road Mechanicsburg, PA 17050	United Methodist Home for Children/Residential Community Residential Services	\$210.00/diem	05
United Methodist Home for Children Residential Care, Inc.	5120 Simpson Ferry Road Mechanicsburg, PA 17050	Independent Living Prep Program Counseling	\$30.41/each	06
United Methodist Home for Children Residential Care, Inc.	5120 Simpson Ferry Road Mechanicsburg, PA 17050	Independent Living Prep Program for Non-residents of UMH Counseling	\$33.14/each	07

## 11. CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of March 2, 2016 totaling \$4,714,518.77.

### Weekly Disbursement Totals for March 2, 2016

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,803,710.05
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	20,749.43
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	442.38
06	Human Services	123,529.45
07	Children & Youth	443,937.75
08	911	26,415.87
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	149.39
10	Marcellus Shale Bridge Maintenance	
11	Prison Telephone	
25	Aging	122,161.43
28	MH-IDD	269,556.44
30/31	York/Adams HealthChoices	577,439.00
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	
36	Earn-It	
40	Weatherization Liheap	32,537.83
45	Block Grant	43,553.26

46	Affordable Housing	23,013.61
47	Revolving Fund	200.50
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	2,315.56
51	Weatherization Doe	
72	Tax Claim	
75	Retirement	17,444.88
82	2013 PLGIT GOB Fund	100.00
84	911 Capital Projects Fund	1,459.09
85	P/A Capital Projects Fund	
90	Drug & Alcohol	205,802.85
	Total	<u><u>4,714,518.77</u></u>

## 12. REPORT OF EXECUTIVE SESSIONS

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

## 13. SOLICITOR'S REPORT

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

## 14. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

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

## 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 10:35 a.m.

Respectfully submitted,

Sherry L. Baer  
Chief Clerk/Office Manager