

**COMMISSIONERS' MEETING  
MINUTES**

**06/26/13**

**1. CALL TO ORDER**

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

**A. Opening Ceremony**

Sherry Baer led the Pledge of Allegiance.

Pastor Bob Brown of Upper Room Missionary 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 June 19, 2013 Commissioners' Meeting as submitted.

**3. PERIOD OF PUBLIC COMMENT**

No public comments were received.

**4. PURCHASES**

**A. Hondru Ford, Manheim, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a purchase between the County of York, on behalf of the York County Conservation District, and Hondru Ford, Manheim, PA, for a 2014 Ford Explorer (4WD 4dr) at a cost of \$27,620.75 under a PA COSTARS contract.

**B. Hondru Dodge, Elizabethtown, 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 Office of Children, Youth & Families, and Hondru Dodge, Elizabethtown, PA, for a 2013 Dodge Grand Caravan (4dr Wgn SE) at a cost of \$21,796.10 under a PA COSTARS contract.

## **5. PROPERTY LINE AGREEMENT**

### **A. Ted R. Andersson, Parkton, MD**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a property line agreement between the County of York and Ted R. Andersson, Parkton, MD, establishing the legal boundary line between property owned by Mr. Andersson located at 2 West Main Street, New Freedom, PA, parcel No. 78-000-01-0180, and York County Rail Trail County Park property formerly known as the Northern Central Railroad (NCR).

## **6. POLICY AGREEMENT RENEWAL**

### **A. County Commissioners Association of Pennsylvania (CCAP), Harrisburg, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a policy agreement renewal between the County of York, on behalf of the York County Human Resources Department, and the County Commissioners Association of Pennsylvania (CCAP), Harrisburg, PA, for a crime, property, general liability, automobile liability, public official and law enforcement insurance policy COBALT Package Program at a cost of \$540,723.00, for the period of June 30, 2013 through June 29, 2014.

## **7. CONTRACT AGREEMENT**

### **A. Security Fence Co., Red Lion, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County District Attorney's office, and Security Fence Co., Red Lion, PA, for the construction of a fence to secure a long-term storage area for non-drug related evidentiary vehicles at a cost of \$9,310.00.

## **8. MEMORANDUM OF UNDERSTANDING**

### **A. Federal Bureau of Investigation (FBI), Harrisburg, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a memorandum of understanding between the County of York, on behalf of the York County District Attorney's office, and the Federal Bureau of Investigation (FBI), Harrisburg, PA, for one (1) County detective to serve on the Capital City Safe Streets Task Force at a reimbursement rate not to exceed \$1,433.52 per month and \$17,202.25 per year, for the 2014 fiscal year.

## 9. HUMAN SERVICES

### A. Contract Agreement Renewal - York County Area Agency on Aging

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement renewal between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the Adams County Office for Aging, Inc., Gettysburg, PA, for the provision of Care Transitions Services to participants enrolled in the Community-based Care Transitions Program funded through the Centers for Medicare and Medicare Services, at no cost to the County, for the period of July 1, 2013 through June 30, 2014.

### B. Contract Agreement Renewals - York County Area Agency on Aging

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve contract agreement renewals between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded service providers to provide in-home care services in the amounts indicated, for a total amount of \$564,589.00, for the period of July 1, 2013 through June 30, 2014:

Addus Health Care, York, PA	\$109,863.00
Comfort Keepers, Fayetteville, PA	\$ 12,596.00
Extended Family Care, Lancaster, PA	\$ 4,056.00
Home Helpers and Direct Link, Red Lion, PA	\$245,521.00
Keystone In-Home Care, Inc., Lancaster, PA	\$ 97,327.00
Lutheran Home Care and Hospice, Inc., Chambersburg, PA	\$ 11,710.00
MedStaffers, Carlisle, PA	\$ 24,336.00
VNA of Hanover and Spring Grove, Hanover, PA	<u>\$ 59,180.00</u>
	\$564,589.00

### C. Contract Agreement Renewals - York County Area Agency on Aging

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve contract agreement renewals between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded service providers to provide guardianship and representative payee services for a total amount of \$37,211.00, for the period of July 1, 2013 through June 30, 2014:

Good News Consulting, Inc., York, PA (guardianship)	\$ 8,855.00
Neighborhood Services (guardianship and representative payee), Lancaster, PA	<u>\$28,356.00</u>
	\$37,211.00

#### D. Contract Agreement Renewals - York County Area Agency on Aging

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve contract agreement renewals between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded service providers to provide adult day care services in the amounts indicated, for a total amount of \$72,870.00, for the period of July 1, 2013 through June 30, 2014:

Golden Visions Adult Day Care Center, Hanover, PA	\$30,000.00
Messiah Village Adult Day Services, Mechanicsburg, PA	\$12,870.00
Senior LIFE York, York, PA	<u>\$30,000.00</u>
	\$72,870.00

#### E. Contract Agreement Renewals - York County Area Agency on Aging

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve contract agreement renewals between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded service providers to provide the following services in the amounts indicated, for a total amount of \$1,413,792.40, for the period of July 1, 2013 through June 30, 2014:

Lifeline Systems Company, Framingham, PA	Life Line	\$ 16,281.00
Mid-Penn Legal Services, Harrisburg, PA	Legal Services	\$ 9,840.00
Rabbittransit, York, PA	Transportation	\$ 64,549.00
The Nutrition Group, York, PA	Nutrition Services	\$1,310,342.00
Jannis VanArsdale, Seven Valleys, PA	RN Consultant	<u>\$ 12,780.40</u>
		\$1,413,792.40

#### F. Contract Agreement Renewals - York County Area Agency on Aging

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve contract agreement renewals between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded service providers to provide senior community centers in the amounts indicated, with \$670,972.00 for senior center services and \$170,697.00 for meal delivery services, for a total amount of \$841,669.00, for the period of July 1, 2013 through June 30, 2014:

<u>Senior Center</u>	<u>Center Services</u>	<u>Meal Delivery</u>
Delta Area Senior Center, Inc., Delta, PA	\$ 115,527.00	\$ 4,311.00
Golden Visions Senior Community Center, Inc., Hanover, PA	\$ 45,120.00	\$ 12,156.00
Northeastern Area Social Service Center of York County, Inc., Mount Wolf, PA	\$ 52,146.00	\$ 18,014.00
Red Lion Area Senior Center, Inc., Red Lion, PA	\$ 96,113.00	\$ 22,872.00
South Central York County Senior Center, Inc., New Freedom, PA	\$ 79,546.00	\$ 16,507.00
Susquehanna Area Senior Center, Inc., Wrightsville, PA	\$ 50,362.00	\$ 15,529.00
White Rose Senior Center, Inc., York, PA	\$ 162,252.00	\$ 54,206.00
York Community S.E.N.I.O.R.S., York, PA	<u>\$ 69,906.00</u>	<u>\$ 27,102.00</u>
	\$ 670,972.00	\$ 170,697.00

## **G. Letter of Agreement - York County Area Agency on Aging**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a letter of agreement between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and Polly M. Rost, PhD, York, PA, to provide psychologist consulting services at a rate of \$66.69 per hour, for the period of July 1, 2013 through June 30, 2014.

## **H. Letters of Agreement - York County Area Agency on Aging**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve letters of agreement between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded service providers to provide legal advice and representation at a rate of \$80.00 per hour and \$50.00 per hour for paralegal services, for the period of July 1, 2013 through June 30, 2014:

Scott A. Beaverson, Esquire	Attorney Consultant	York, PA
Martin Miller, Esquire	Attorney Consultant	York, PA

## **I. Grant Agreement Amendment - York County Area Agency on Aging**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a grant agreement amendment between the County of York, on behalf of the York County Area Agency on Aging serving as grantee, and the Commonwealth of Pennsylvania Departments of Public Welfare and Aging, Harrisburg, PA, changing the payee of Title XIX Nursing Home Transition payments under the Medicaid Waiver Grant from the “Department of Aging” to the “Department of Public Welfare”, effective July 1, 2012.

## **J. Service Provider Contract Agreements - York County Office of Children, Youth & Families**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve service provider contract agreements 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, 2013 through June 30, 2014:

<u>Provider</u>	<u>Location</u>	<u>Program Name</u>	<u>Cost</u>	<u>Option</u>
Bethany Christian Services of Central PA	1681 Crown Ave. Ste. 20 Lancaster, PA 17601	Foster Care Level I (ages 0-2) Foster Care	\$29.33/diem	01
Bethany Christian Services of Central PA	1681 Crown Ave. Ste. 20 Lancaster, PA 17601	Foster Care Level II (ages 2-18) (mild) Foster Care	\$37.99/diem	02
Bethany Christian Services of Central PA	1681 Crown Ave. Ste. 20 Lancaster, PA 17601	Foster Care Level III (ages 0-18) (moderate) Foster Care	\$64.57/diem	03
Bethany Christian Services of Central PA	1681 Crown Ave. Ste. 20 Lancaster, PA 17601	Foster Care Level IV (ages 0-18) (moderate to severe )Foster Care	\$76.50/diem	04
Reading Specialists Educational Association	220 North 5 <sup>th</sup> Street Reading, PA 19601	Tier 1 Diagnostic Foster Care Foster Care	\$159.69/diem	01

Reading Specialists Educational Association	220 North 5 <sup>th</sup> Street Reading, PA 19601	Tier III Specialized Placement Foster Care Within the Community Foster Care	\$140.45/diem	03
Reading Specialists Educational Association	220 North 5 <sup>th</sup> Street Reading, PA 19601	Tier IV: Maintenance Foster Care	\$114.49/diem	04

**K. Service Contract Agreement - York County Office of Juvenile Probation**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a service contract agreement between the County of York, on behalf of the York County Juvenile Probation Department, and Mid Atlantic Monitoring Services, Dunmore, PA, to provide court-ordered alcohol monitoring devices (Secure Continuous Remote Alcohol Monitoring-SCRAM) for the Fast Track Court at a cost of \$9.00 per day when the devices are in use, for the period July 1, 2013 to June 30, 2014.

**L. Foster Parent Contract Agreement - York County Office of Children, Youth & Families**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a foster parent contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Trevor & Cherene Shue, York, PA, at standard per diem rates of reimbursement for care of foster children, for the period of January 1, 2013 through December 31, 2013.

**M. Subsidized Adoption Agreements - York County Office of Children, Youth & Families**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve subsidized adoption 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 until each child reaches the age of 18 years, and a one-time payment for costs incidental to the adoption of each child not to exceed \$780.00, according to the schedule attached to the agreement:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Per Diem Rate</u>
LDS, Berkley Springs, WV	LST	\$26.50 per day
LDS, Berkley Springs, WV	SMT	\$26.50 per day

**N. Subsidized Adoption Agreement First Amendment - York County Office of Children, Youth and Families**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a subsidized adoption agreement first amendment between the County of York, on behalf of York County Office of Children, Youth and Families, and DKS, Manchester, PA, for the adoption of TSR, a minor child, replacing the initial agreement made effective April 10, 2013 with the sole purpose of noting that there will be no name change for this child, with all other terms, conditions, rights and responsibilities initially agreed to by all parties in the initial agreement are reflected in this agreement and remaining in effect.

**O. Subsidized Adoption Assistance Agreement First Amendment - York County Office of Children, Youth and Families**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a subsidized adoption assistance agreement first amendment between the County of York, on behalf of the York County Office of Children, Youth and Families, and RWS, York, PA, for the adoption of CAS aka AAL, a minor child, forwarding monthly adoption assistance payments in the amount of \$23.50 per diem solely and directly to RWS beginning June 1, 2013, due to the divorce of RWS and SDS, with all other terms, conditions, rights and responsibilities initially agreed to by all parties in the initial agreement remaining in effect.

**P. Letter of Agreement - York County Office of Children, Youth & Families**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a letter of agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Jeanina Sargent, York, PA, to provide consultation services for the use and maintenance of the service provider database systems (Access & ZOC) at a cost not to exceed \$5,000.00, and reimbursement for parking expenses upon the submission of receipts, for the period of July 1, 2013 through June 30, 2014.

**10. BUDGET LINE ITEM ADJUSTMENTS**

**A. 2013 Budget Line Item Adjustments**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve 2013 Budget Line Item Adjustments, as submitted by the Controller's Office, for the week of June 26, 2013.

**Budget Adjustments**

Department Name	Department Number	2013		Account Number	Amount Change
		Account Description			
Radiation Protection Act	012604	Office Supplies		5600550	1,017
Radiation Protection Act	012604	Act 147 Equipment Reimbursement		5600547	(1,017)
Radiation Protection Act	012604	Office Equipment		5600500	5,000
Radiation Protection Act	012604	Act 147 Equipment Reimbursement		5600547	(5,000)
Sheriff	011251	Office Equipment		5600500	1,372
Sheriff	011251	Office Supplies		5600550	(1,372)
MH-IDD	288020	Training & Staff Development		5200211	4,056
MH-IDD	288020	Telephone		5200203	(4,056)

Youth Development Center	012303	Professional Services	5200240	1,000
Youth Development Center	012303	Educational Supplies	5600530	(1,000)
Youth Development Center	012303	Shift Differential - OT	5000106	30,000
Youth Development Center	012303	Staff Salaries	5000103	(30,000)
Prison	012309	Office Equipment	5600500	2,000
Prison	012309	Office Supplies	5600550	(2,000)
Court Administration	011260	Association Dues & Expenses	5200214	2,000
Court Administration	011260	Training & Staff Development	5200211	(2,000)
Magisterial District Courts	011261	Office Equipment	5600500	900
Commissioners	016924	Miscellaneous Contingency Fund	5200330	(900)
Public Information Office	010132	Professional Services	5200240	1,750
Commissioners	016924	Miscellaneous Contingency Fund	5200330	(1,750)
Sheriff	011251	Purchase of Major Equipment	5900702	33,799
Commissioners	016924	Contingency Fund	5200420	(33,799)
911	080602	Purchase of Major Equipment	5900702	6,480
911	080601	Purchase of Major Equipment	5900702	(6,480)
Radiation Protection Act	012604	Tools and Equipment	5600513	2,043
Radiation Protection Act	012604	Act 147 Equipment Reimbursement	5600547	(2,043)
Radiation Protection Act	012604	Tools and Equipment	5600513	416
Radiation Protection Act	012604	Office Equipment	5600500	(416)
MH/IDD - Intensive Case Mgmt	287004	Janitorial Supplies	5600551	300
MH/IDD - Intensive Case Mgmt	287004	Housekeeping	5200317	(300)
MH/IDD - MH Case Management	287020	Janitorial Supplies	5600551	500
MH/IDD - MH Case Management	287020	Housekeeping	5200317	(500)
MH/IDD - ID Case Management	288020	Janitorial Supplies	5600551	300
MH/IDD - ID Case Management	288020	Housekeeping	5200317	(300)
Public Safety	012601	Vehicle Maintenance	5200233	200
Public Safety	012601	Training & Staff Development	5200211	(200)
Adult Probation	012302	Janitorial Supplies	5600551	2,500
Adult Probation	012302	Office Equipment	5600500	(2,500)
Sheriff	011251	Office Equipment	5600500	400
Sheriff	011251	Office Supplies	5600550	(400)

## 11. TAX REFUND REGISTER

### A. Tax Refund Register 2013-23

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2013-23 authorizing payment of York County real estate tax refunds totaling \$1,412.60.

## 12. APPROVAL OF CHECK REGISTER

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of June 26, 2013 totaling \$5,079,162.12.

### Weekly Disbursement Totals for June 26, 2013

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,121,280.73
01	Payroll	7,208.27
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	349,987.89
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	10,406.58
06	Human Services	
07	Children & Youth	103,185.76
08	911	28,637.20
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	30,512.54
11	Prison Telephone	3,596.96
25	Aging	252,910.64
28	MH-IDD	209,676.96
30/31	York/Adams HealthChoices	8,052.55
30	York Reinvestment	
31	Adams Reinvestment	
35	Domestic Relations	135,228.43
36	Earn-It	
40	Weatherization Liheap	3,195.14
45	Block Grant	27,950.92
46	Affordable Housing	9,914.90
47	Revolving Fund	34,597.85
48	Downtown Hanover	
49	ARRA Weatherization	

50	Continuum of Care	2,685.00
51	Weatherization Doe	510.98
72	Tax Claim	143,879.79
75	Retirement	1,110,432.14
82	2013 PLGIT GOB Fund	430,076.48
85	P/A Capital Projects Fund	
90	Drug & Alcohol	55,234.41
	Total	<u>5,079,162.12</u>

### **13. REPORT OF EXECUTIVE SESSIONS**

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

### **14. SOLICITOR'S REPORT**

Acting Solicitor Donald Reihart submitted his written report for the Board's Review.

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

No other business or public comments were received.

### **16. 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 10:24 a.m.

Respectfully submitted,

Charles R. Noll  
Administrator/Chief Clerk