

**COMMISSIONERS' MEETING
MINUTES**

07/03/13

1. CALL TO ORDER

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

A. Opening Ceremony

Controller Robb Green led the Pledge of Allegiance.

Sherry Baer called for a moment of silence in remembrance of the nineteen members of the elite firefighters "Hotshot" team who died Sunday battling the wildfire outside of Yarnell, Arizona.

Controller Robb Green 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 26, 2013 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. RECESS

Commissioner Chronister recessed the Commissioners' Meeting at 10:02 a.m. for the purpose of receiving public comments on the adoption of proposed Ordinance 2013-04.

5. RECONVENE

Commissioner Chronister reconvened the Commissioners' Meeting at 10:02 a.m.

6. ORDINANCE

A. Ordinance 2013-04

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Ordinance 2013-04, amending Part I, Chapter 95, of the York County Code, requiring all salaries and compensation of employees, appointed and elected officials be established by the County Salary Board.

7. RESOLUTION

A. Commonwealth of Pennsylvania Department of Community and Economic Development (DCED), Harrisburg, PA - Housing and Community Development Division of the York County Planning Commission

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Housing and Community Development Division of the York County Planning Commission, authorizing the submission of a contract agreement amendment to the Commonwealth of Pennsylvania Department of Community and Economic Development (DCED), Harrisburg, PA, for the addition of \$75,000.00 to the LIHEAP Weatherization Program, for the period of June 10, 2013 through September 30, 2013.

8. PURCHASE

A. New Holland Auto Group, New Holland, 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 Sheriff's Department, and New Holland Auto Group, New Holland, PA, for a 2014 Ford Utility Police Interceptor vehicle (AWD Base K8A) at a cost of \$26,506.00 under a PA COSTARS contract, with expected delivery in September 2013.

9. CONTRACT AGREEMENT RENEWALS

A. Metro Technology Services, Inc., Wayne, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement renewal between the County of York, on behalf of the York County District Attorney's Office, and Metro Technology Services, Inc., Wayne, PA, for software licensing and maintenance at a cost of \$4,303.00, for the period of August 1, 2013 through July 31, 2014.

B. Herre Consulting, Harrisburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a service contract agreement renewal between the County of York, on behalf of the York County Domestic Relations Department, and Herre Consulting, Harrisburg, PA, for maintenance on six (6) Lektriever electronic filing system units at a rate of \$770.00 per unit, for a total cost of \$4,620.00, for the period of July 1, 2013 through June 30, 2014.

10. LEASE AGREEMENTS

A. Block Business Systems, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a lease agreement between the County of York, on behalf of the York County Information Services Department, and Block Business Systems, York, PA, for one (1) Lanier (MP301SPF) copier, including maintenance and supplies, except paper, for the York County Drug Task Force at a cost of \$175.00 per quarter, for a total cost of \$2,100.00, for the period of May 30, 2013 through August 30, 2016.

B. Lobar Properties LLC, Dillsburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a lease agreement between the County of York, on behalf of the York County Facilities Management Department, and Lobar Properties LLC, Dillsburg, PA, for 2,752 square feet of renovated office space for the Adult and Juvenile Probation Departments, located at 406 Rt. 15 North, Dillsburg, PA, at a cost of \$47,664.40 per year with a 2% annual increase, for the period of September 1, 2013 through August 31, 2018, and an option for two (2) additional five-year terms.

11. HUMAN SERVICES

A. Foster Parent Agreements - York County Office of Children, Youth & Families

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

Todd & Karen Greene, Fawn Grove, PA
Chantay Martin, York, PA

B. 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 authorizing adoption assistance at the rates indicated for the adoption of the following minor children 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 the costs indicated, according to the schedule attached to the agreements:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>	<u>One-time Cost</u>
JLE, York, PA	CDE aka CHS	\$32.00	\$778.50
JS and BS, Dover, PA	CMS aka EMS	\$26.50	\$780.00

C. 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 MR and MR, Brisbin, PA, as custodians of BZK, a minor child, authorizing custodianship subsidy payments in the amount of \$33.00 per day until the child reaches the age of 18 years.

D. Service Provider Contract Agreements - 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 agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following service provider at the rates indicated, for the period of July 1, 2012 through June 30, 2013:

Provider	Location	Program Name	Cost	Opt
Woods Services, Inc.	PO Box 36 Langhorne, PA 19047	Woods RTF Community Residential Services	\$395.00/diem	01
Woods Services, Inc.	PO Box 36 Langhorne, PA 19047	Woods RTF (MA Full Pay) Community Residential Services	\$0.00/diem	60

E. 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:

Provider	Location	Program Name	Cost	Option
Family Child Resources, Inc.	3995 E. Market St. York, PA 17402	Anger Management (SAARG) Counseling	\$31.56/hour	03
Family Child Resources, Inc.	3995 E. Market St. York, PA 17402	Family-Focused Intensive After-Care Program (FFIA) Counseling	\$63.20/hour	04
Family Child Resources, Inc.	3995 E. Market St. York, PA 17402	Family-Focused Intensive After-Care Program (FFIA-Group) Counseling	\$25.52/hour	05
Family Child Resources, Inc.	3995 E. Market St. York, PA 17402	Family-Focused Intensive After-Care (Transportation) Counseling	\$63.20/hour	06
Family Child Resources, Inc.	3995 E. Market St. York, PA 17402	Child Support /Therapy/Group Life Skills Counseling	\$31.56/hour	15
Family Child Resources, Inc.	3995 E. Market St. York, PA 17402	Parent Education Groups Life Skills Counseling	\$31.56/hour	21
Family Child Resources, Inc.	3995 E. Market St. York, PA 17402	In-home parenting of Infants Life Skills Counseling	\$31.56/hour	28

Bethany Home Inc.	1863 Bethany Road Womelsdorf, PA 19567	Trauma Informed Residential Program Community Residential Services	\$151.50/diem	01
Bethany Home Inc.	1863 Bethany Road Womelsdorf, PA 19567	Trauma Informed Shelter Program Shelter Care	\$200.00/diem	02
The Bair Foundation	241 High Street New Wilmington, PA 16142	Supported Foster Care Foster Care	\$65.36/diem	02
The Bair Foundation	241 High Street New Wilmington, PA 16142	Supported Foster Care Mother/Non-dependent child Foster Care	\$80.97/diem	03
The Bair Foundation	241 High Street New Wilmington, PA 16142	Medically Needy Foster Care Level I & 2 Foster Care	\$53.76/diem	10
The Bair Foundation	241 High Street New Wilmington, PA 16142	Medically Needy Foster Care Level 3 & 4 Foster Care	\$58.44/diem	11
The Bair Foundation	241 High Street New Wilmington, PA 16142	Supported Kinship Foster Care Foster Care	\$65.36/diem	14
The Bair Foundation	241 High Street New Wilmington, PA 16142	Traditional Foster and Basic Kinship Care Foster Care	\$55.00/diem	17
The Bair Foundation	241 High Street New Wilmington, PA 16142	Supported Kinship Foster Mother/Non-dependent Child Care Mother and Baby	\$80.97/diem	19

F. Contract Agreement - York County Office of Children, Youth & Families

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 Office of Children, Youth & Families, and the University of Pittsburgh, Pittsburgh, PA, for the participation of student caseworker Amy S. Gladfelter in the CWEL Program through the School of Social Work, Pittsburgh, PA, providing graduate education to child welfare professionals, beginning August 26, 2013 and ending upon graduation.

G. Purchase of Service Agreement Amendment - York County Office of Children, Youth & Families

Commissioner Reilly made a motion, 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 Y Community Development Corp., York, PA, extending the term of the original agreement from June 30, 2013 to September 30, 2013, with no other changes being made to the original agreement.

H. Work Statement Agreement - York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a work statement agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Avanco International, Inc., Fairfax, VA, for data conversion and implementation of the Child Accounting and Profile System (CAPS) for a total cost of \$83,000.00.

I. Service Provider Contract Agreement - York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a service provider contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Avanco International, Inc., Fairfax, VA, to provide consulting and full scale project support services for the Child Accounting and Profile System (CAPS) at a cost not to exceed \$50,000.00, for the period of July 1, 2013 through June 30, 2014.

12. TAX REFUND REGISTER

A. Tax Refund Register 2013-24

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2013-24 authorizing payment of York County real estate tax refunds totaling \$22,765.01.

13. APPROVAL OF CHECK REGISTER

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the Check Register for the week of July 3, 2013 totaling \$3,662,718.50.

Weekly Disbursement Totals for July 3, 2013

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,277,836.12
01	Payroll	58.85
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	92,648.28
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	10,917.50
06	Human Services	
07	Children & Youth	953,563.52
08	911	4,886.07
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	
11	Prison Telephone	
25	Aging	105,830.66
28	MH-IDD	114,446.99

30/31	York/Adams HealthChoices	7,664.28
30	York Reinvestment	3,382.80
31	Adams Reinvestment	360.72
35	Domestic Relations	1,540.05
36	Earn-It	120.00
40	Weatherization Liheap	4,244.25
45	Block Grant	8,875.33
46	Affordable Housing	20,944.40
47	Revolving Fund	256.23
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	965.00
51	Weatherization Doe	233.75
72	Tax Claim	
75	Retirement	8,244.90
82	2013 PLGIT GOB Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	45,698.80
	Total	<u>3,662,718.50</u>

14. REPORT OF EXECUTIVE SESSIONS

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

07/01 – Three Commissioners, Chuck Noll, Robb Green, Kristy Bixler and Tiffany Trout – General Personnel; and Tom Kearney and Kyle King – District Attorney Personnel.

15. SOLICITOR'S REPORT

In lieu of Acting Solicitor Donald Reihart's absence, he submitted his written report for the Board's review prior to the Board of Commissioners' Meeting.

16. OPEN POSITIONS REPORT

Tiffany Trout, York County Human Resources Department, gave a report of open positions within the County of York as of July 3, 2013.

17. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

A. Michelle Hovis, Executive Director of Human Services, introduced Kimberly James as the new Director of the Office of Children, Youth & Families.

B. Sherry Baer announced that the County offices will be closed for business tomorrow, July 4th, in observance of the Independence Day holiday, and will reopen on Friday, July 5th.

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 10:19 a.m.

Respectfully submitted,

Charles R. Noll
Administrator/Chief Clerk