

**COMMISSIONERS' MEETING
MINUTES**

07/17/13

1. CALL TO ORDER

Carson Fries, member of the West York Area Boys' Baseball team, called the meeting to order at 10:00 a.m. with all board members present.

A. Opening Ceremony

Brandon Kinneman, member of the West York Area Boys' Baseball team, led the Pledge of Allegiance.

Reverend Patrick Rooney 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 July 10, 2013 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. PROCLAMATION

A. West York Area Boys' Baseball Team – PIAA Class AAA Championship

Commissioners Chronister, Hoke and Reilly presented a proclamation to the West York Area Boys' Baseball team recognizing them for defeating Upper Moreland to win their second consecutive AAA State Championship.

5. RESOLUTIONS

A. Resolution 2013-07

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2013-07 approving the application of property located in the City of York, owned by Kinsley Northwest, LP, to be admitted into the County of York LERTA program.

B. Resolution 2013-08

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2013-08 authorizing the issuance by the York County Industrial Development Authority of up to \$2,510,000.00 of tax-exempt financing to (1) acquire and construct alterations, renovations, additions and improvements to educational facilities known as the Christian School of York located at 907 Greenbriar Road, York, PA, (2) refinance certain promissory notes previously issued by the Corporation; and (3) for related costs and expenses.

6. PURCHASES

A. DocuScan USA, York, 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 Information Services Department, and DocuScan USA, York, PA, for annual software licensing maintenance for the Laserfiche Document Imaging and Management System for the York County Office of Children, Youth & Families in the amount of \$14,449.89 (GSA Contract #G5-35F-0435P) with funding from federal, state and local funds, for the period of August 30, 2013 through August 29, 2014.

B. Sage Technology Solutions, Inc., Mount Joy, 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 Sage Technology Solutions, Inc., Mount Joy, PA, for the installation of audio and video equipment for one (1) courtroom located in the York County Judicial Center, and to provide spare equipment for current courtrooms, at a cost of \$39,392.00 for equipment and \$24,951.60 for installation, for a total cost of \$64,344.00 under a PA COSTARS contract to be funded through the Records Improvement fund account.

7. STATEMENT OF WORK AGREEMENT

A. Teleosoft, Inc., York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a statement of work agreement between the County of York, on behalf of the York County Sheriff's Department, and Teleosoft, Inc., York, PA, for implementation of a software upgrade for "Phase 4" of the Sheriff's Office Civil Division project, for a total cost of \$38,816.00 to be funded through the Records Improvement fund account.

8. LEASE AGREEMENTS

A. Impax, Inc., York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve lease agreements between the County of York, on behalf of the York County Information Services Department, and Impax, Inc., York, PA, for copiers, including maintenance and supplies, except paper, for the following York County departments at the rates indicated, for the period of July 1, 2013 through September 30, 2016:

Prothonotary

(1) Samsung SCX6555 copier
12 quarters at \$389.85 per quarter/\$4,678.20 total cost

Domestic Relations

(2) Samsung SCX655N copiers
12 quarters at \$679.70 per quarter/\$8,156.40 total cost

B. Doceo Office Solutions, York, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve lease agreements between the County of York, on behalf of the York County Information Services Department, and Doceo Office Solutions, York, PA, for copiers, including maintenance and supplies, except paper, for the following York County departments at the rates and contract periods indicated:

Assessment

(1) Toshiba 306 copier
12 quarters at \$414.00 per quarter/\$4,968.00 total cost
May 30, 2013 through August 30, 2016

Prothonotary

(1) Toshiba 455 copier
10 quarters at \$305.00 per quarter/\$3,050.00 total cost
July 8, 2013 through January 7, 2016

9. MEMORANDUM OF UNDERSTANDING

A. Dillsburg Senior Activity Center, Inc., Dillsburg, PA (the "Center")

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a memorandum of understanding between the County of York and Dillsburg Senior Activity Center, Inc., Dillsburg, PA (the "Center"), establishing a Bridge Funding program to support the ongoing operations of the Center, for the period of July 2013 through March 2014 at the rate of \$1,000.00 per month for each month the Center achieves an average meal participation rate of thirty-five (35) or more.

10. GRANT APPLICATIONS

A. Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to ratify the submission of a grant application, on behalf of the York County Center for Traffic Safety, to the Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA, in the amount of \$244,748.32 to provide funding for regional Sobriety Checkpoint and Enhanced DUI/Underage Drinking Enforcement Patrol Program services to Adams, Lancaster and York Counties, for the period of October 1, 2013 through September 30, 2014.

B. Pennsylvania Board of Probation and Parole, Harrisburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of a Grant-In-Aid application, on behalf of the York County Adult Probation Department, to the Pennsylvania Board of Probation and Parole, Harrisburg, PA, for unmatched grant funds to offset probation officer salaries, for the period of July 1, 2013 through June 30, 2014.

11. HUMAN SERVICES

A. Service Provider Contract Agreement Amendments - York County Area Agency on Aging

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve service provider contract agreement amendments between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following agency-funded senior centers increasing the total contract amounts by \$123,246.00 for a total of \$1,298,615.00, for the period of July 1, 2012 through June 30, 2013:

Delta Area Senior Center, Inc.	Delta, PA	\$ 174,651.00
Dillsburg Senior Activity Center, Inc.	Dillsburg, PA	\$ 38,934.00
Golden Visions Senior Community Center, Inc.	Hanover, PA	\$ 52,998.00
Heritage Senior Center, Inc.	Dover, PA	\$ 234,324.00
Northeastern Area Social Service Center of York County, Inc.	Mount Wolf, PA	\$ 74,106.00
Red Lion Area Senior Center, Inc.	Red Lion, PA	\$ 147,351.00
South Central York County Senior Center, Inc.	New Freedom, PA	\$ 152,418.00
Susquehanna Area Senior Center, Inc.	Wrightsville, PA	\$ 57,676.00
White Rose Senior Center, Inc.	York, PA	\$ 254,247.00
York Community S.E.N.I.O.R.S.	York, PA	<u>\$ 111,910.00</u>
		\$1,298,615.00

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

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve foster parent contract 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:

Sanford Liggins & Cassandra Liggins (Logan)	York, PA
Joel D. Sloat & Marcy A. Sloat	York PA
Randy B. & Sherry Crowther	Felton, PA
Kimberly S. Briner	Etters, PA

C. Service Provider 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 service provider contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and the Family Group Decision Making (FGDM) division of the York County Human Services Department to provide the child welfare services to children and youth at a rate of \$1,700.00 per conference, for the period of July 1, 2013 through June 30, 2014.

D. Purchase of Service Agreement - 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 between the County of York, on behalf of the York County Office of Children, Youth & Families, and Leslie J. Hoye, York, PA, to serve as an on-site Fiscal Consultant at a rate of \$70.00 per hour and mileage reimbursement at 50 cents per mile, for the period of July 1, 2013 through June 30, 2014.

E. Purchase of Service Agreement Addendum - York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a purchase of service agreement addendum between the County of York, on behalf of the York County Office of Children, Youth & Families, and EquiTeam Support Services, Dallastown, PA, extending the term of the original agreement from June 30, 2013 to September 30, 2013 at which time the rates for 2013-2014 are agreed upon, with no other changes being made to the original agreement.

F. 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
Gannondale, Inc.	4635 East Lake Road Erie, PA 16511	Gannondale Residential Community Residential Services	\$165.74/diem	01
Gannondale, Inc.	4635 East Lake Road Erie, PA 16511	Gannondale Physically Secure Secure Care	\$231.25/diem	02
PA Child, Inc.	4160 West Market Street York, PA 17408	Foster Care Level I Foster Care	\$69.02/diem	01
PA Child, Inc.	4160 West Market Street York, PA 17408	Foster Care Level II Foster Care	\$84.20/diem	02
PA Child, Inc.	4160 West Market Street York, PA 17408	Foster Care Level III Foster Care	\$126.00/diem	03
PA Child, Inc.	4160 West Market Street York, PA 17408	Kinship Care Level I Kinship Care	\$69.02/diem	04
PA Child, Inc.	4160 West Market Street York, PA 17408	Kinship Care Level II Kinship Care	\$84.20/diem	05
PA Child, Inc.	4160 West Market Street York, PA 17408	Kinship Care Level III Kinship Care	\$126.00/diem	06
KidsPeace National Centers, Inc.	4085 Independence Drive Schnecksville, PA 18078	Diagnostic/Shelter Care Diagnostic / Shelter Care	\$314.23/diem	14
KidsPeace National Centers, Inc.	4085 Independence Drive Schnecksville, PA 18078	Therapeutic/ Intensive Residential Treatment (MA Approved) Community Residential Services	\$0.00/diem	60
KidsPeace National Centers, Inc.	4085 Independence Drive Schnecksville, PA 18078	Trauma Care Treatment (MA Approved) Community Residential Services	\$0.00/diem	61
KidsPeace National Centers, Inc.	4085 Independence Drive Schnecksville, PA 18078	Kidshope Intensive Residential TX (MA Approved) Males Community Residential Services	\$0.00/diem	62
KidsPeace National Centers, Inc.	4085 Independence Drive Schnecksville, PA 18078	Kidshope Intensive Residential TX (MA Approved) Females Community Residential Services	\$0.00/diem	62
KidsPeace National Centers, Inc.	4085 Independence Drive Schnecksville, PA 18078	Sexual Issues Residential Community Residential Services	\$0.00/diem	63
KidsPeace National Centers, Inc.	4085 Independence Drive Schnecksville, PA 18078	CRR Host Home /TOP/MA Approved Foster Care	\$14.98/diem	66
Pressley Ridge	141 East Market Street York, PA 17401	Intensive Family Services	\$59.56/hour	01
Pressley Ridge	141 East Market Street York, PA 17401	Intensive Family Services For Young Children	\$59.56/hour	02
Pressley Ridge	141 East Market Street York, PA 17401	Intensive Family Services (Juvenile Probation)	\$59.56/hour	03

Pressley Ridge	141 East Market Street York, PA 17401	Intensive Family Services (For Bilingual/Bicultural Families)	\$59.56/hour	04
Pressley Ridge	141 East Market Street York, PA 17401	Foster Care Level I	\$37.95/diem	10
Pressley Ridge	141 East Market Street York, PA 17401	Foster Care Level II	\$69.24/diem	11
Pressley Ridge	141 East Market Street York, PA 17401	Specialized Reunification (IFS-SR) In-Home Life	\$66.23/hour	12
Pressley Ridge	141 East Market Street York, PA 17401	CRR Host Home (Non-MA Approved) Foster Care	\$218.00/diem	31
Pressley Ridge	141 East Market Street York, PA 17401	CRR Host Home (MA Approved) Foster Care	\$25.00/diem	61

12. TAX REFUND REGISTER

A. Tax Refund Register 2013-26

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2013-26 authorizing payment of York County real estate tax refunds totaling \$3,380.83.

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 17, 2013 totaling \$5,055,215.41.

Weekly Disbursement Totals for July 17, 2013

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	3,641,519.26
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	150,208.94
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	16,721.83
06	Human Services	3,236.34
07	Children & Youth	474,537.68
08	911	16,188.84
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	36,134.84

11	Prison Telephone	5,269.72
25	Aging	49,798.89
28	MH-IDD	490,044.63
30/31	York/Adams HealthChoices	665.96
30	York Reinvestment	4,702.00
31	Adams Reinvestment	
35	Domestic Relations	15,620.69
36	Earn-It	65.58
40	Weatherization Liheap	
45	Block Grant	
46	Affordable Housing	684.85
47	Revolving Fund	3,415.58
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	
51	Weatherization Doe	
72	Tax Claim	
75	Retirement	71,922.12
82	2013 PLGIT GOB Fund	55,264.17
85	P/A Capital Projects Fund	2,237.30
90	Drug & Alcohol	16,976.19
	Total	<u>5,055,215.41</u>

14. REPORT OF EXECUTIVE SESSIONS

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

07/15 – Three Commissioners, Chuck Noll, Robb Green, Kristy Bixler and Tiffany Trout – General Personnel; and Deb Myers – Controller's Office personnel.

15. SOLICITOR'S REPORT

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

16. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

A. Parcel Number 22-000-BH-0028-00-00000

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to exonerate 2013 York County real estate taxes on parcel number 22-000-BH-0028-00-00000, located at 3444 Sticks Road, Glen Rock, PA, in the Face amount of \$3,295.80 for property acquired by St. Jacob's Lutheran Church, Glen Rock, PA, for an authorized exempt purpose.

B. Commercial Industrial Appraisal Services, York, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve an Appraisal Review agreement between the County of York and Commercial Industrial Appraisal Services, York, PA, to provide a professional appraisal review required for the establishment of a fair market value of the County-owned Marketway West property at a cost of \$500.00.

17. 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 10:38 a.m.

Respectfully submitted,

Charles R. Noll
Administrator/Chief Clerk