

**COMMISSIONERS' MEETING
MINUTES**

07/25/12

1. CALL TO ORDER

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

A. Opening Ceremony

Jessica Mockabee led the Pledge of Allegiance.

Father Carl Tancredi of St. Rose of Lima Catholic 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 July 18, 2012 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. PRESENTATION

A. Summer Reading Club Partnership Program – York County Library System

President Trish Calvani of the York County Library System and Youth Services Director Paula Gilbert of the Get Outdoors (GO) York Task Force of the Healthy York County Coalition presented the 2012 Summer Reading Club program with the theme "Dream Big, Read!" partnered along with the physical activity program of "GO and Search the Galaxy", co-sponsored by the York Water Company and Highmark. The program runs from June 1, 2012 through August 19, 2012. As of July 24th, 2012, registration totaled 10,853 children for this year's reading and activity program.

5. EASEMENT DONATION PROGRAM

A. County of York Easement Donation Program

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the establishment of the County of York Easement Donation Program as recommended in a resolution adopted by the York County Agricultural Land Preservation Board effective July 17, 2012 and further defined in the accompanying documents attached to the resolution.

6. PURCHASE

A. Symantec Corporation, Mountain View, CA

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 Symantec Corporation, Mountain View, CA, for an annual software support agreement for the County's computer vault system in the amount of \$29,100.00, for the period of August 20, 2012 through August 19, 2013.

7. CONTRACT CHANGE ORDERS

A. Lobar, Dillsburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve contract change order No. 2, between the County of York and Lobar, Dillsburg, PA, in the amount of \$1,750.44 for the York County Prison Work Release Facility Project, Contract 3, to provide power to an additional VAV unit, increasing the total contract price from \$774,757.86 to \$776,508.30.

B. MCA, Lancaster, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve contract change order No. 4, between the County of York and MCA, Lancaster, PA, in the amount of \$10,250.00 for the York County Prison Work Release Facility Project, Contract 1, for drywall bulkheads due to unforeseen conditions, additional time for excavation due to unmarked utilities, grinding of sharp edges, additional hardware, additional signage and new handrail, increasing the total contract price from \$2,491,314.36 to \$2,501,564.36.

8. HUMAN SERVICES

A. Letter of Agreement - York County Human Services Department

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a letter of agreement between the County of York, on behalf of the York County Human Services Department, and the York County Office of Children, Youth & Families, York, PA, to provide reimbursement for services provided by the Human Services Department for care initiatives, including York County Communities That Care, staff time and operating expenses that benefit York County families, for the period of July 1, 2012 through June 30, 2013.

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

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve service provider 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 service providers to provide Domiciliary Care Homes funded through the Social Security Administration at no cost to the County, for the period of July 1, 2012 through June 30, 2013:

Cynthia Stoner, Seven Valleys, PA
Donna McGee, Spring Grove, PA

Martha Delzingaro, Spring Grove, PA
Naomi Reimold, Stewartstown, PA

C. Service Provider 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 service provider contract agreement renewal between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and Comfort Keepers, Fayetteville, PA, to provide in-home care services at a cost not to exceed \$11,450.55, for the period of July 1, 2012 through June 30, 2013.

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

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 Area Agency on Aging serving as contract administrator, and the following service providers to provide senior community centers at the rates indicated for a total allocation of \$1,172,189.00, for the period of July 1, 2012 through June 30, 2013:

Delta Area Senior Center, Inc.	Delta, PA	\$ 163,774.00
Dillsburg Senior Activity Center, Inc.	Dillsburg, PA	\$ 40,395.00
Heritage Senior Center, Inc.	Dover, PA	\$ 214,840.00
Northeastern Area Social Service Center of York County, Inc.	Mount Wolf, PA	\$ 72,369.00
Red Lion Area Senior Center, Inc.	Red Lion, PA	\$ 138,956.00
South Central York County Senior Center, Inc.	New Freedom, PA	\$ 143,561.00
Susquehanna Area Senior Center, Inc.	Wrightsville, PA	\$ 57,433.00
White Rose Senior Center, Inc.	York, PA	\$ 234,124.00
York Community S.E.N.I.O.R.S.	York, PA	<u>\$ 106,737.00</u>
		\$1,172,189.00

E. 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 provider at the rates indicated, for the period of July 1, 2011 through June 30, 2012:

<u>Provider</u>	<u>Location</u>	<u>Program Name</u>	<u>Cost</u>	<u>Opt</u>
National Mentor Healthcare LLC Db a Pennsylvania Mentor	625 W. Ridge Building Conshocken, PA	Transition/Step Down Foster Care	\$93.84/diem	03
National Mentor Healthcare LLC Db a Pennsylvania Mentor	625 W. Ridge Building Conshocken, PA	Foster Family Care Foster Care	\$78.54/diem	04
National Mentor Healthcare LLC Db a Pennsylvania Mentor	625 W. Ridge Building Conshocken, PA	Respite Care Services (Routine) Foster Care	\$80.00/diem	05
National Mentor Healthcare LLC Db a Pennsylvania Mentor	625 W. Ridge Building Conshocken, PA	Emergency Respite Services Foster Care	\$99.00/diem	06
National Mentor Healthcare LLC Db a Pennsylvania Mentor	625 W. Ridge Building Conshocken, PA	Pre-placement Respite Care Services Foster Care	\$85.00/diem	07
National Mentor Healthcare LLC Db a Pennsylvania Mentor	625 W. Ridge Building Conshocken, PA	Treatment Foster Home for Disabled/Emotionally Disturbed (MA Approved)	\$14.69/diem	60

F. 2012-2013 Purchase of Service Agreement Addendum - York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a 2012-2013 purchase of service agreement addendum between the County of York, on behalf of the York County Office of Children, Youth & Families serving as contract administrator, and Families United Network, Inc., Muncy, PA, extending the terms of the original agreement from June 30, 2012 until such time that rates for the 2012-2013 contract periods are settled, with no other changes being made to the original agreement.

G. Foster Parent 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 foster parent contract agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Rodina Bailey, Phoenix, AZ, at standard per diem rates of reimbursement for care of foster children, for the period of January 1, 2012 through December 31, 2012.

9. BUDGET LINE ITEM ADJUSTMENTS

A. 2012 Budget Line Item Adjustments

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve 2012 Budget Line Item Adjustments, as submitted by the Controller's Office, for the week of July 25, 2012.

Budget Adjustments

2012

Department Name	Department Number	Account Description	Account Number	Amount Change
PAN & RC	020431	Office Equipment	5600500	700
PAN & RC	020431	Medical Supplies	5600577	(700)
PAN & RC	020414	Major Repairs - Building	5900703	5,000
PAN & RC	020414	Purchase of Major Equipment	5900702	(5,000)
PAN & RC	020451	Contracted Services	5200236	20,000
PAN & RC	020446	Outside Services	5200248	(20,000)
PAN & RC	020451	Purchase of Major Equipment	5900702	45,000
PAN & RC	020446	Equipment Rental	5200315	(45,000)
PAN & RC	020451	Staff Development & Training	5200211	16,000
PAN & RC	020451	Bad Debt Medicare A	5200278	(16,000)
PAN & RC	020451	Professional Services	5200240	6,000
PAN & RC	020451	Computer Forms	5600540	(6,000)
District Attorney	011258	Association Dues & Expenses	5200214	3,500
District Attorney	011258	Professional Services	5200240	(3,500)
District Attorney	011258	Printing	5200215	1,500
District Attorney	011258	Testimony - Transcripts	5200332	(1,500)
Parks	013607	Welding Supplies	5600570	89
Parks	013607	Site Development	5900704	(89)
Emergency Management	012604	Act 147 Equipment Reimbursement	5600547	16,708
Emergency Management	012604	Professional Services	5200240	(791)
Emergency Management	012604	Office Equipment	5600500	(12,623)
Emergency Management	012604	Travel, Food & Lodging	5200231	(196)
Emergency Management	012604	Tools & Equipment	5600513	(1,145)
Emergency Management	012604	Office Supplies	5600550	(1,289)
Emergency Management	012604	Mileage Reimbursement	5200221	(664)

Emergency Management	012604	Special Official Function	5200333	60
Emergency Management	012604	Tools & Equipment	5600513	(60)
Maintenance - Judicial Center	010104	Office Supplies	5600550	300
Maintenance - Judicial Center	010104	Maintenance & Repairs	5200241	(300)
Clerk Of Courts	011254	Contracted Services	5200236	1,672
Clerk Of Courts	011254	Printing	5200215	(1,672)
Traffic Safety	010127	Office Equipment	5600500	400
Traffic Safety	010127	Training & Staff Development	5200211	(400)
PAN & RC	020442	Professional Services	5200240	2,500
PAN & RC	020442	Physical Therapy Supplies	5600522	(2,500)
Veterans Affairs	010603	Shift Differential - OT	5000106	775
Veterans Affairs	010603	Burial Expense	5200288	(775)
911	080602	Mileage Reimbursement	5200221	500
911	080602	Telephone	5200203	(500)
Court Administration	011260	Office Equipment	5600500	1,589
Commissioners	016924	Contingency Fund	5200420	(1,589)
Elections/Voters Registration	010105	Travel, Food & Lodging	5200231	510
Elections/Voters Registration	010105	Election Supplies	5600571	(510)
PAN & RC	020443	Purchase of Major Equipment	5900702	3,000
PAN & RC	020443	Occupational Therapy Supplies	5600523	(3,000)
PAN & RC	020411	Purchase of Major Equipment	5900702	700
PAN & RC	020411	Office Equipment	5600500	(700)
Register of Wills	011250	Office Equipment	5600500	507
Commissioners	016924	Contingency Fund	5200420	(507)

10. REFUND REGISTER

A. Tax Refund Register 2012-27

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2012-27 authorizing payment of York County real estate tax refunds totaling \$4,210.39.

11. 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 25, 2012 totaling \$6,115,886.66.

Weekly Disbursement Totals for July 25, 2012

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,445,889.00
01	Payroll	16,016.20
01	Ag Land Preservation	500.00
01	Escrow	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	192,519.05
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	66,413.77
06	Human Services	111,705.71
07	Children & Youth	986,056.25
08	911	53,076.67
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	22,952.58
11	Prison Telephone	22,130.65
25	Aging	162,641.29
28	MH/MR	235,596.22
30/31	York/Adams HealthChoices	4,752.97
30	York Reinvestment	8,834.23
31	Adams Reinvestment	
35	Domestic Relations	30,135.09
36	Earn-It	179.45
40	Weatherization	
42	Core Communities	
43	Brownfields	
44	Access Grant	
45	Block Grant	66,267.24
46	Affordable Housing	5,000.00
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	29,303.54
72	Tax Claim	70.40
75	Retirement	1,026,115.54
82	2011 PNC GON Fund	603,944.75
83	2000 Capital Projects Fund	2,343.46
84	911 Capital Projects Fund	3,500.00
90	Drug & Alcohol	19,942.60
	Total	<u>6,115,886.66</u>

12. REPORT OF EXECUTIVE SESSIONS

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

13. SOLICITOR'S REPORT

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

14. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were 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 10:24 a.m.

Respectfully submitted,

Charles R. Noll
Administrator/Chief Clerk