

**COMMISSIONERS' MEETING  
MINUTES**

**08/29/12**

**1. CALL TO ORDER**

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

**A. Opening Ceremony**

Robb Green led the Pledge of Allegiance.

Reverend Kate Bortner, Associate Minister of Unitarian Universal Congregation of York, 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 August 22, 2012 Commissioners' Meeting as submitted.

**3. PERIOD OF PUBLIC COMMENT**

No public comments were received.

**4. PRESENTATION**

**A. Build-Out of the 5<sup>th</sup> Floor Judicial Center Facility – President Judge Linebaugh**

President Judge Linebaugh presented the board a brief overview explaining the critical need to complete the 5<sup>th</sup> floor of the York County Judicial Center expediently for court-related purposes. Judge Linebaugh also proposed a timeline for the completion to include the design phase in 2013, construction phase in 2014 and occupancy in 2015.

**5. REQUEST FOR PROPOSALS**

**A. Drug Testing for Treatment Court, Supervised Bail and General Supervision Offenders**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to authorize the advertisement of a Request for Proposals, on behalf of the York County Adult Probation Department, for the provision of drug testing for Treatment Court, Supervised Bail and General Supervision Offenders.

## **6. BRIDGE NO. 345 WORK PROPOSAL**

### **A. Appraisal Review Specialists, Hurricane, WV**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a proposal submitted by Appraisal Review Specialists, Hurricane, WV, as recommended by PennDOT, for scope of work and appraisal review services related to the replacement of Bridge No. 345 (Old Gettysburg Pike over Yellow Breeches Creek) at a cost not to exceed \$5,200.00, which is 95% reimbursable under Federal and State funding.

## **7. PURCHASES**

### **A. CDW Government, Vernon Hills, IL**

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 Emergency Services Department, and CDW Government, Vernon Hills, IL, for Cisco SmartNet hardware contracts to protect vital components of the Emergency Services IT infrastructure in the amount of \$10,647.00 under a PA COSTARS contract.

### **B. CDW Government, Vernon Hills, IL**

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 Emergency Services Department, and CDW Government, Vernon Hills, IL, for nine (9) Panasonic Rugged Toughbook laptop computers for the Mobile Data Computer (MDC) Program at a cost of \$3,844.38 per laptop, for a total cost of \$34,599.42 under a PA COSTARS contract.

### **C. Dell Marketing LP, Round Rock, TX**

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 Emergency Services Department, and Dell Marketing LP, Round Rock, TX, for replacement of equipment and upgrade of the current CAD system for a total cost of \$159,688.00 with \$79,221.43 reimbursement from eligible funding sources.

## **8. CONTRACT AGREEMENT AMENDMENT**

### **A. Global Tel\*Link, Mobile, AL**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement amendment between the County of York, on behalf of the York County Prison, and Global Tel\*Link, Mobile, AL, extending the original agreement an additional three (3) years to provide inmate calling services, for the period of November 17, 2012 through November 16, 2015.

## **9. HUMAN SERVICES**

### **A. Contract Agreement - York County Human Services Department**

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 Human Services Department serving as contract administrator, 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, 2012 through June 30, 2013.

### **B. Contract Agreement - York County Human Services Department**

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 serving as contract administrator, and the York County Area Agency on Aging, York, PA, to provide Human Service Development Fund Homemaker services at a cost not to exceed \$3,600.00, for the period of July 1, 2012 through June 30, 2013.

### **C. Contract Agreement - York County Human Services Department**

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 serving as contract administrator, and the United Way of York County, York, PA, to provide Human Service Development Fund Information and Referral services through F.I.R.S.T. (Free Information and Referral Service Teleline) in the amount of \$30,820.00, for the period of July 1, 2012 through June 30, 2013.

### **D. Letters of Agreement - York County Human Services Department**

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 Human Services Department serving as agreement administrator, and the following service providers for Information and Referral services through F.I.R.S.T. (Free Information and Referral Service Teleline), administered through the United Way of York County, in the amounts indicated, for the period of July 1, 2012 through June 30, 2013:

York County Area Agency on Aging, York, PA	\$5,000.00
York County Office of Children, Youth & Families, York, PA	\$6,120.00

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

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve purchase of service agreement addendums between the County of York, on behalf of the York County Office of Children, Youth & Families serving as contract administrator, and the following service providers extending the terms of the original agreements 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 agreements:

Centre County Youth Service Bureau  
Keystone Service Systems, Inc.  
Adelphoi Village, Inc

State College, PA  
Harrisburg, PA  
Latrobe, PA

**10. 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 August 29, 2012.

**Budget Adjustments**

**2012**

<b>Department Name</b>	<b>Department Number</b>	<b>Account Description</b>	<b>Account Number</b>	<b>Amount Change</b>
Youth Development Center	012303	Professional Services Teachers	5200219	6,000
Youth Development Center	01	LIU Teachers	4700926	(6,000)
911	080601	Office Equipment	5600500	6,803
911	08	Wireless E911 Plan	4800320	(6,803)
Magisterial District Courts	011261	Training & Staff Development	5200211	450
Magisterial District Courts	011261	Postage	5200202	(450)
Traffic Safety	010127	Sobriety Checkpoint Officers	5600599	12,500
Traffic Safety	010127	Roving Patrol Officers	5600513	12,500
Traffic Safety	010127	DRE Officers	5600606	12,000
Traffic Safety	01	Motorcycle Impaired Riding	4400576	(37,000)
Maintenance-Human Service Ctr	010106	Cell Phone	5000181	150
Maintenance-Human Service Ctr	010106	Electricity	5200206	(150)
Maintenance-911	080603	Sewer	5200208	300
Maintenance-911	080603	Trash Removal	5200209	(300)

PAN & RC	020414	Major Repairs-Building	5900703	6,900
PAN & RC	020414	Maintenance Supplies	5600552	(6,900)
911	080601	Purchase of Major Equipment	5900702	27,071
911	080602	Purchase of Major Equipment	5900702	(27,071)
Radiation Protection	012604	Special Official Function	5200333	250
Radiation Protection	012604	Act 147 Equipment Reimbursement	5600547	(250)
Clerk Of Courts	011254	Mileage Reimbursement	5200221	130
Clerk Of Courts	011254	Association Dues & Expenses	5200214	(130)
Youth Development Center	012303	Contracted Services	5200236	295
Youth Development Center	012303	Professional Services	5200240	(295)
District Attorney	011258	Association Dues & Expenses	5200214	50
District Attorney	011258	Photo Supplies	5600569	(50)
District Attorney	011258	Office Equipment	5600500	500
District Attorney	011258	Photo Supplies	5600569	(500)
District Attorney	011258	ARRA VOJO	5210353	900
District Attorney	011258	Professional Services	5200240	(900)
Prison	012309	Maintenance & Repairs	5200241	144
Prison	012309	Water	5200207	(144)
Prison	012309	Medical & Dental Services	5200245	3,126
Prison	012309	Water	5200207	(3,126)
Parks	013607	Real Estate Tax	5200285	35
Parks	013607	Mileage	5200221	(35)
Fleet Management	013605	Water	5200207	50
Fleet Management	013605	Telephone	5200203	(50)
Clerk of Courts	011254	Wages - Per Diem	5000105	6,000
Clerk of Courts	011254	Wages	5000104	(6,000)
PAN & RC	020451	Training & Staff Development	5200211	5,000
PAN & RC	020451	Computer Forms	5600540	(5,000)
Tax Assessment	010107	Shift Differential - OT	5000106	3
Tax Assessment	010107	Wages	5000104	(3)
Prothonatary	011253	Mileage	5200221	26
Prothonatary	011253	Microfilming Fiche Photo	5200212	(26)
Prothonatary	011253	Travel, Food & Lodging	5200231	16

Prothonatary	011253	Microfilming Fiche Photo	5200212	(16)
PAN & RC	020443	Purchase of Major Equipment	5900702	1,000
PAN & RC	020443	Maintenance & Repairs	5200241	(1,000)
PAN & RC	020442	Professional Services	5200240	5,000
PAN & RC	020442	Tools & Equipment	5600513	(5,000)
Elections/Voters Registration	010105	Postage	5200202	500
Elections/Voters Registration	010105	Professional Services	5200240	(500)

## 11. REFUND REGISTER

### A. Tax Refund Register 2012-32

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2012-32 authorizing payment of York County real estate tax refunds totaling \$4,468.10.

## 12. 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 August 29, 2012 totaling \$4,645,513.19.

### Weekly Disbursement Totals for August 29, 2012

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,039,337.95
01	Payroll	7,393.62
01	Ag Land Preservation	
01	Escrow	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	40,324.62
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	16,227.73
06	Human Services	12,900.06
07	Children & Youth	814,760.98
08	911	23,823.88
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	269.07
11	Prison Telephone	
25	Aging	145,385.02
28	MH/MR	227,453.57
30/31	York/Adams HealthChoices	1,714.62
30	York Reinvestment	6,814.74

31	Adams Reinvestment	
35	Domestic Relations	2,384.56
36	Earn-It	
40	Weatherization	
42	Core Communities	
43	Brownfields	
44	Access Grant	
45	Block Grant	205,025.56
46	Affordable Housing	17,562.67
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	8,365.13
72	Tax Claim	49,899.02
75	Retirement	1,025,802.63
82	2011 PNC GON Fund	
83	2000 Capital Projects Fund	
84	911 Capital Projects Fund	
90	Drug & Alcohol	67.76
	Total	<u>4,645,513.19</u>

### 13. REPORT OF EXECUTIVE SESSIONS

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

08/27 – Three Commissioners, Chuck Noll, Robb Green and Tiffany Trout – General Personnel; and Kevin Shephard – Youth Development Center Personnel.

### 14. SOLICITOR'S REPORT

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

### 15. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

Chuck Noll announced that County offices will be closed for business on Monday, September 3<sup>rd</sup>, in observance of the Labor Day holiday.

### 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 10:40 a.m.

Respectfully submitted,

Charles R. Noll  
Administrator/Chief Clerk