

**COMMISSIONERS' MEETING
MINUTES**

09/12/12

1. CALL TO ORDER

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

A. Opening Ceremony

Chuck Noll led the Pledge of Allegiance.

Reverend Liz Polanzke of Luther Memorial 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 September 5, 2012 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

Reverend Liz Polanzke shared information on the York Suburban Communities That Care Alliance program that is designed to connect families and youth with effective resources that promotes responsible decision-making and reduces destructive behaviors by providing a safe and comfortable environment.

4. PROCLAMATION

A. White Rose Thunder, LLC

The Board of Commissioners presented a proclamation to Jeffrey L. Rehmeyer II of CGA Law Firm and his White Rose Thunder, LLC associates congratulating and welcoming the efforts put forth to celebrate York County through "White Rose Thunder" during September 27th – 30th at the York Expo Center.

5. RESOLUTION

A. Resolution 2012-11

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2012-11 appointing Darrell Auterson, Executive Director of the York County Economic Alliance, to serve as representative for the County of York on a planning committee for the purpose of possibly establishing a Tax Increment Financing (TIF) district for a potential development project in Hopewell Township.

6. CREDIT APPLICATION

A. Wright Express Financial Services, Corp.

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to ratify the submission of a credit application, on behalf of the York County Fleet Department, to Wright Express Financial Services, Corp. to establish an account under the Commonwealth of Pennsylvania's COSTARS Piggyback Program to replace the Voyagers Fleet Card for the purchase of fuel for County fleet vehicles.

7. BID AWARD

A. Keystruct Construction, York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a bid award to Keystruct Construction, York, PA, the lowest responsible bidder, for the 2012 York County Bridge Maintenance Program project in the amount of \$155,497.00, plus Alternate No. 1 Bid for additional work in the amount of \$39,000.00, for a total contract price of \$194,497.00 to be funded through the Liquid Fuels Fund.

8. PURCHASE

A. IMR, Ltd., Camp Hill, 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 IMR, Ltd., Camp Hill, PA, for backscanning imaging of selected York County Prison records for a total cost not to exceed \$33,820.00.

9. HIPAA BUSINESS ASSOCIATE AGREEMENT

A. IMR, Ltd., Camp Hill, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a HIPAA business associate agreement between the County of York, on behalf of the York County Information Services Department, and IMR, Ltd., Camp Hill, PA, for backscanning imaging of selected York County Prison records.

10. MEMORANDUM OF UNDERSTANDING

A. U.S. Immigration and Customs Enforcement (ICE), Washington, D.C.

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 U.S. Immigration and Customs Enforcement (ICE), Washington, D.C., for the use of one (1) County detective in the enforcement of the law relating to ICE jurisdiction.

11. CONTRACT AGREEMENTS

A. U.S. Department of Homeland Security Homeland Security Investigations, Special Agent in Charge, Philadelphia, PA

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 District Attorney's Office, and the U.S. Department of Homeland Security Homeland Security Investigations, Special Agent in Charge, Philadelphia, PA, for the reimbursement of certain overtime and other expenses for one (1) County detective in the enforcement of the law relating to ICE jurisdiction in an amount not to exceed \$15,000.00 per fiscal year, effective upon full execution of the agreement.

B. McClure Company, Harrisburg, PA

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 Facilities Management Department, and McClure Company, Harrisburg, PA, to provide preventative maintenance services for the HVAC equipment at the following County facilities, for the period of September 1, 2012 through August 31, 2015:

Prison	Prison Work Release (upon expiration of warranty)
Judicial Center	Administrative Center
Archives	Substance Abuse Center
Human Services Center	Emergency Services Center
ESC Long Term Backup	

12. LEASE AGREEMENT

A. Jim and Nina Argento, York, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Chronister and carried to approve a lease agreement between the County of York, on behalf of the York County Facilities Management Department, and Jim and Nina Argento, York, PA, for 3,050 square feet of space located at 2997 Cape Horn Road, Red Lion, PA, for the purpose of a Magisterial District Justice (MDJ) Office at a rate of \$25,000.00 per year for the period of October 1, 2012 through September 30, 2018, and \$55,000.00 per year for the period of October 1, 2018 through September 30, 2023, with Commissioner Hoke opposed.

13. GRANT APPLICATIONS

A. York County Bar Foundation, York, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve the submission of a grant application, on behalf of the York County Court Administration Department, to the York County Bar Foundation, York, PA, in the amount of \$10,000.00 to provide funds to satisfy cash match requirements for the November 2012 submission of the Self Represented Litigation Center Grant to the State Justice Institute, for the period of January 1, 2013 through December 31, 2013.

B. Pennsylvania Juvenile Court Judges Commission (JCJC), Harrisburg, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of a Grant-In-Aid application, on behalf of the York County Juvenile Probation Department, to the Pennsylvania Juvenile Court Judges Commission (JCJC), Harrisburg, PA, in the amount of \$433,107.00, with \$354,874.00 for unmatched grant funds to offset probation officer salaries and \$78,233.00 for improvements of probation services, for the period of July 1, 2012 through June 30, 2013, for a total contract period of July 1, 2012 through June 30, 2017.

14. CHANGE ORDER

A. Titan Construction & Maintenance, LLC, Harrisburg, PA

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve change order No. 1 between the County of York and Titan Construction & Maintenance, LLC, Harrisburg, PA, in the amount of \$864.00 for a change in the restroom toilet partition material for the York County Youth Development Center Restroom Renovations Project, reducing the total contract price to \$81,409.14.

15. HUMAN SERVICES

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

Motion was made by Commissioner Reilly, 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 the standard per diem rates of reimbursement for the care of foster children, for the periods indicated:

Priscilla Harris, East Berlin, PA
Michael and Tina Troop, York, PA

August 22, 2012 through December 31, 2012
August 27, 2012 through December 31, 2012

16. REFUND REGISTER

A. Tax Refund Register 2012-33

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2012-33 authorizing payment of York County real estate tax refunds totaling \$2,410.65.

17. 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 September 12, 2012 totaling \$2,600,600.97.

Weekly Disbursement Totals for September 12, 2012

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,056,971.95
01	Payroll	442.18
01	Ag Land Preservation	3,155.00
01	Escrow	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	67,436.25
06	Human Services	90,341.13
07	Children & Youth	142,418.78
08	911	7,714.07
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	87,204.08
11	Prison Telephone	4,187.20
25	Aging	33,066.03
28	MH/MR	1,014,430.43
30/31	York/Adams HealthChoices	301.01
30	York Reinvestment	2,293.08
31	Adams Reinvestment	
35	Domestic Relations	39.07
36	Earn-It	48.06
40	Weatherization	17,455.26
45	Block Grant	39,494.16
46	Affordable Housing	1,039.51
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	20,713.02
50	Continuum of Care	1,587.00
72	Tax Claim	1,349.32

75	Retirement	8,914.38
82	2011 PNC GON Fund	
83	2000 Capital Projects Fund	
84	911 Capital Projects Fund	
90	Drug & Alcohol	
	Total	<u><u>2,600,600.97</u></u>

18. REPORT OF EXECUTIVE SESSIONS

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

09/10 – Commissioners Chronister and Hoke, Chuck Noll, Robb Green, Kristy Bixler and Tiffany Trout – General Personnel; Julio Mendez – County Control 911 Personnel; and Jen Reider and Billa Jamison – Court Administration Personnel.

19. SOLICITOR'S REPORT

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

20. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

A. Peirce Park Group, West Chester, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement amendment between the County of York and Peirce Park Group, West Chester, PA, adding retirement investment portfolio rebalancing services to the existing contract at a fee of 1.5 basis points (.015%) on total asset value, as recommended by the York County Retirement Board.

21. 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 10:55 a.m.

Respectfully submitted,

Charles R. Noll
Administrator/Chief Clerk