

**COMMISSIONERS' MEETING  
MINUTES**

**10/23/13**

**1. CALL TO ORDER**

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

**A. Opening Ceremony**

Sherry Baer led the Pledge of Allegiance.

Reverend Kevin Shively of St. Matthew's Lutheran 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 October 16, 2013 Commissioners' Meeting as submitted.

**3. PERIOD OF PUBLIC COMMENT**

Jane Heller, Springettsbury Township resident, addressed the board with her concerns regarding the Strickler farmhouse located on York County Prison property. Ms. Heller stated that an inspection of the farmhouse has revealed the mortar to be deteriorating along the north and south sides of the structure. She suggested that the County look into having it repaired with funds collected to date for the initial purpose of replacing the roof so repairs can be made before winter. In addition, with the current available funds being needed to repair the mortar, she suggested adding the cost of the roof replacement to the 2014 County budget. Ms. Helen Lehman, a fourth generation Strickler family member, thanked the board for listening to concerns regarding the farmhouse.

**4. PURCHASE**

**A. Phillips Office Solutions, Middletown, 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 Office, and Phillips Office Solutions, Middletown, PA, for furniture required for the new Pistol Permit office located in the York County Judicial Center, in the amount of \$17,407.00 under a PA COSTARS contract.

## **5. CONTRACT AGREEMENTS**

### **A. Forensic Pathology Associates, Allentown, PA**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement between the County of York, on behalf of the York County Coroner's Office, and Forensic Pathology Associates, Allentown, PA, to provide forensic autopsy services at a rate of \$1,344.00 for each autopsy performed, excluding fees for occasionally required specialized studies and ancillary services, with histology and toxicology fees added on a per case basis, for the period of January 1, 2014 through December 31, 2014.

### **B. Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a Supplement A contract agreement between the County of York and the Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA, to amend the 2009-2013 Bridge Inspection Program agreement to include additional work directed by PennDOT with updated analyses of all non-composite adjacent box beam structures, an annual inspection of all posted bridges, and flood inspections from Tropical Storm Lee in 2011 and Hurricane Sandy in 2012, increasing the contract amount by \$194,726.73, for a total contract amount of \$1,448,157.68, to be funded with 80% federal funds and 20% County funds from the Liquid Fuels account.

## **6. LEASE AGREEMENT**

### **A. Higher Information Group (HIG), Harrisburg, 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 Higher Information Group (HIG), Harrisburg, PA, for a one (1) Toshiba (e-studio 356) copier with finisher, including maintenance and supplies, except paper, for the York County Sheriff's Office at a rate of \$538.29 per quarter, for a total cost of \$6,459.48, for the period of October 7, 2013 through January 7, 2017.

## **7. INTERMUNICIPAL AGREEMENT**

### **A. City of York, York, PA, and York Township, York, PA**

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve an intermunicipal agreement between the County of York, the City of York, York, PA, and York Township, York, PA, authorizing the City of York and York Township to receive the full portion of the 2012 JAG Grant in the amount of \$45,036.00 for records management improvements, police training, and/or criminal justice initiatives that impact the County of York, as recommended by the York County Criminal Justice Advisory Board.

**8. GRANT APPLICATIONS**

**A. Pennsylvania Emergency Management Agency, Harrisburg, 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 Office of Emergency Management, to the Pennsylvania Emergency Management Agency, Harrisburg, PA, in the amount of \$4,720.00 with a County match of \$1,180.00, for a total grant amount of \$5,900.00, to provide planning and training on hazardous materials emergency responses through the Hazardous Materials Emergency Preparedness (HMEP) planning and training grant, for the period of September 30, 2013 through September 29, 2014.

**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 \$532,650.00, with no County match, to assist in identifying evidence-based interventions, assess risks and needs, and analyze and collect offender-specific case plan data under the Juvenile Justice Systems Enhancement Strategy (JJSES) implementation plan, for the period of July 1, 2013 through June 30, 2014.

**9. TAX REFUND REGISTER**

**A. Tax Refund Register 2013-40**

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2013-40 authorizing payment of York County real estate tax refunds totaling \$26,431.83.

**10. 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 October 23, 2013 totaling \$6,308,125.07.

Weekly Disbursement Totals for October 23, 2013

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,125,515.04
01	Payroll	1,865.00
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	180,522.88
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	733.58
06	Human Services	259,482.36
07	Children & Youth	313,218.89
08	911	16,879.62
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	4,249.72
11	Prison Telephone	57,380.87
25	Aging	121,802.57
28	MH-IDD	398,752.56
30/31	York/Adams HealthChoices	3,944.18
30	York Reinvestment	2,512.31
31	Adams Reinvestment	347.36
35	Domestic Relations	18,022.62
36	Earn-It	86.75
40	Weatherization Liheap	14,028.66
45	Block Grant	202,630.72
46	Affordable Housing	
47	Revolving Fund	237.64
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	
51	Weatherization Doe	
72	Tax Claim	3,500,661.35
75	Retirement	29,031.00
82	2013 PLGIT GOB Fund	42,905.55
85	P/A Capital Projects Fund	
90	Drug & Alcohol	13,313.84
	Total	<u>6,308,125.07</u>

## 11. REPORT OF EXECUTIVE SESSIONS

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

10/21 – Commissioners Steve Chronister and Doug Hoke, Chuck Noll, Deb Myers, Kristy Bixler and Tiffany Trout – General Personnel; and Kimberly James – Children, Youth & Families Personnel.

## 12. SOLICITOR'S REPORT

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

### **13. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS**

Chuck Noll introduced Joseph (Joe) Sassano, the County's new Information Technology Services Executive Director.

### **14. 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 10:21 a.m.

Respectfully submitted,

Charles R. Noll  
Administrator/Chief Clerk