

**COMMISSIONERS' MEETING
MINUTES**

10/30/13

1. CALL TO ORDER

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

A. Opening Ceremony

Controller Robb Green led the Pledge of Allegiance.

John Klinedinst, County Engineer, 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 23, 2013 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. APPOINTMENT & REAPPOINTMENT

A. South Central Workforce Investment Board (SCWIB)

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint and reappoint the following individuals to the South Central Workforce Investment Board (SCWIB) for three-year terms, effective October 1, 2013 through September 30, 2016:

Appointment

David L. Stauch
Manchester Township

Reappointment

Michael Jefferson
Springettsbury Township

5. RESOLUTIONS

A. U.S. Department of Housing and Urban Development (HUD), Washington, DC

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Housing and Community Development Division of the York County Planning Commission, authorizing the submission of the 2014 York County Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD), Washington, DC, for the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) federal programs.

B. Pennsylvania Department of Community and Economic Development (DCED), Harrisburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a resolution, on behalf of the Housing and Community Development Division of the York County Planning Commission, authorizing the submission of the program year 2013-2014 work plan to the Pennsylvania Department of Community and Economic Development (DCED), Harrisburg, PA, to provide funds for continued Weatherization Assistance Program (WAP) services to eligible citizens in York County.

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 the renewal of technical support and software updates through Core BTS, Inc., Wyomissing, PA, at a cost of \$10,224.50 under a PA COSTARS contract.

7. CONTRACT AGREEMENTS

A. Winter Engine-Generator Service, Inc., York, PA

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 Prison, and Winter Engine-Generator Service, Inc., York, PA, for preventative maintenance of the emergency generators and associated equipment at a cost of \$3,662.00, for the period of January 1, 2014 through December 31, 2014.

B. Winter Engine-Generator Service, Inc., York, 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 Prison, and Winter Engine-Generator Service, Inc., York, PA, for load bank testing of the emergency generators at a cost of \$3,680.00 per quarter, for a total cost of \$14,720.00, for the period of January 1, 2014 through December 31, 2014.

C. BFPE International, Inc., York, 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 Prison, and BFPE International, Inc., York, PA, for the testing and inspection of the sprinkler and fire alarm systems at a cost of \$1,735.00, for the period of January 1, 2014 through December 31, 2014.

8. HUMAN SERVICES

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

Commissioner Reilly made a motion, 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 Bruce and Susan Garretson, Dillsburg, PA, at standard per diem rates of reimbursement for care of foster children, for the period of January 1, 2013 through December 31, 2013.

B. Subsidized Adoption Agreements - York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve subsidized adoption agreements between the County of York, on behalf of the York County Office of Children, Youth & Families, and the following adoptive parents for adoption assistance at the rates indicated until each child reaches the age of 18 years, and a one-time payment for costs incidental to the adoption of each child not to exceed \$780.00, according to the schedule attached to the agreement:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Per Diem Rate</u>
GE and ME, York, PA	KTE aka KAK	\$26.50 per day
BME, Hanover, PA	RLE aka RLB	\$30.50 per day
BME, Hanover, PA	SJE aka SJD	\$26.50 per day

C. 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:

<u>Provider</u>	<u>Location</u>	<u>Program Name</u>	<u>Cost</u>	<u>Option</u>
Summit Academy	839 Herman Road Herman, PA 16039	Residential Program Residential Services	\$128.65/diem	01
Summit Academy	839 Herman Road Herman, PA 16039	D & A Treatment Unit Residential Services	\$209.00/diem	04
Community Specialist Corp. dba The Academy	900 Agnew Road Pittsburgh, PA 15227	Sleepy Hollow Program Community Residential Services	\$199.75/diem	01
Community Specialist Corp. dba The Academy	900 Agnew Road Pittsburgh, PA 15227	Sanction Unit/Diagnostic Residential Services	\$159.98/diem	02
Concern, Inc.	One West Main Street Fleetwood, PA 19522	Intensive Foster Care 12+ Foster Care	\$90.54/diem	02
Concern, Inc.	One West Main Street Fleetwood, PA 19522	Treatment Unit for Boys CTUB I Community Residential Services	\$194.40/diem	09
Concern, Inc.	One West Main Street Fleetwood, PA 19522	Treatment Unit for Boys CTUB II Community Residential Services	\$194.40/diem	10

D. 2014-2015 Children, Youth & Families Needs Based Plan and Budget - York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve the submission of the 2014-2015 Children, Youth & Families Needs Based Plan and Budget, on behalf of the York County Office of Children, Youth & Families, to the Pennsylvania Department of Public Welfare, Office of Children, Youth & Families, Harrisburg, PA, in the amount of \$46,537,588.00.

9. BUDGET LINE ITEM ADJUSTMENTS

A. 2013 Budget Line Item Adjustments

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve 2013 Budget Line Item Adjustments, as submitted by the Controller's Office, for the week of October 30, 2013.

Budget Adjustments

2013

Department Name	Department Number	Account Description	Account Number	Amount Change
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District Attorney	011258	NADDI Prescription Drug Abuse	5210399	5,000
District Attorney	01	NADDI Prescription Drug Abuse	4700928	(5,000)
Criminal Response Unit	011259	Training & Staff Development	5200211	1,000
Criminal Response Unit	011259	Uniform Allowance	5200218	(1,000)
911 Act 78 Ineligible	080602	Office Supplies	5600550	375
911 Act 78 Ineligible	080602	Equipment Rental	5200315	(375)
Sheriff	011251	Training & Staff Development	5200211	85
Sheriff	011251	Telephone	5200203	(85)
Sheriff	011251	Professional Services	5200240	5,000
Sheriff	011251	Vehicle Maintenance	5200233	(5,000)
Adult Probation	012302	Office Equipment	5600500	800
Adult Probation	012302	Janitorial Supplies	5600551	(800)
Adult Probation	012302	Vehicle Maintenance	5200233	1,000
Adult Probation	012302	Tools & Equipment	5600513	(1,000)
Adult Probation	012302	Training & Staff Development	5200211	2,000
Adult Probation	012302	Electronic Monitoring	5600527	(2,000)
Commissioners	010101	Mileage Reimbursement	5200221	470
Commissioners	010101	Association Dues & Expenses	5200214	(470)
Sheriff	011251	Contracted Services	5200236	5,000
Sheriff	011251	Vehicle Gasoline	5200232	(2,000)
Sheriff	011251	Telephone	5200203	(2,000)
Sheriff	011251	Contracted Security Services	5210205	(1,000)
Coroner	011252	Medical Supplies	5600577	247
Coroner	011252	Physicians & Post Mortem	5200249	(247)
Maintenance - Youth Development Ctr	012304	Maintenance Supplies	5600552	100
Maintenance - Youth Development Ctr	012304	Electricity	5200206	(100)
Maintenance - Youth Development Ctr	012304	Sewer	5200208	50
Maintenance - Youth Development Ctr	012304	Electricity	5200206	(50)
Maintenance - Human Service Center	010106	Office Supplies	5600550	15
Maintenance - Human Service Center	010106	Electricity	5200206	(15)
Juvenile Probation	012301	Shift Differential - OT	5000106	7
Juvenile Probation	012301	Wages	5000104	(7)
Juvenile Probation	012301	Printing	5200215	12
Juvenile Probation	012301	Office Supplies	5600550	(12)

Juvenile Probation	012301	Travel, Food & Lodging	5200231	
Juvenile Probation	012301	Mileage Reimbursement	5200221	
Prison	012309	Sewer	5200208	23,487
Prison	012309	Electricity	5200206	(23,487)
Prison	012309	Training & Staff Development	5200211	272
Prison	012309	Electricity	5200206	(272)
District Attorney	011258	Witness Fees & Expenses	5200331	10,000
District Attorney	011258	Medical & Dental Services	5200245	(10,000)
District Attorney	011258	Vehicle Maintenance	5200233	2,000
District Attorney	011258	Medical & Dental Services	5200245	(2,000)
District Attorney	011258	Association Dues & Expenses	5200214	1,000
District Attorney	011258	Travel, Food & Lodging	5200231	(1,000)
District Attorney	011258	Postage	5200202	250
District Attorney	011258	Printing	5200215	(250)
Archives	010122	Travel, Food & Lodging	5200231	20
Archives	010122	Microfilming Fiche Photo	5200212	(20)
Archives	010122	Mileage Reimbursement	5200221	30
Archives	010122	Microfilming Fiche Photo	5200212	(30)
Prothonotary	011253	Subscriptions/Publications	5600502	24
Prothonotary	011253	Office Supplies	5600550	(24)
Agland Preservation	014624	Shift Differential - OT	5000106	5
Agland Preservation	014624	Mileage Reimbursement	5200221	(5)
Maintenance - Emergency Service Ctr	080603	Janitorial Supplies	5600551	1,000
Maintenance - Emergency Service Ctr	080603	Fuel	5200205	(1,000)
Assessment	010107	Shift Differential - OT	5200106	20
Assessment	010107	Association Dues & Expenses	5200214	(20)
Tax Claim	010111	Printing	5200215	121
Tax Claim	010111	Advertising	5200201	(121)
Assessment	010107	Office Equipment	5600500	1,200
Assessment	010107	Association Dues & Expenses	5200214	(1,200)
911 - Act 78 Eligible	080601	Maintenance & Repairs	5200241	4,611
911 - Act 78 Eligible	080601	Contracted Services	5200236	(4,611)
911 - Act 78 Eligible	080601	Office Equipment	5600500	1,757

911 - Act 78 Eligible	080601	Maintenance & Repairs	5200241	(1,757)
911 - Act 78 Ineligible	080602	Travel, Food & Lodging	5200231	638
911 - Act 78 Ineligible	080602	MDC Project Training	5210474	(638)
911 - Act 78 Ineligible	080602	Vehicle Maintenance	5200233	1,722
911 - Act 78 Ineligible	080602	MDC Project Training	5210474	(1,722)
Sheriff	011251	Maintenanc & Repairs	5200241	5,000
Sheriff	011251	Vehicle Maintenance	5200233	(5,000)
Sheriff	011251	Maintenance & Repairs	5200241	15,000
Commissioners	016924	Contingency Fund	5200420	(15,000)
Maintenance - Emergency Service Ctr	080603	Sewer	5200208	526
Maintenance - Emergency Service Ctr	080603	Electricity	5200206	(526)
Maintenance - Emergency Service Ctr	080603	Maintenance & Repairs	5200241	4,000
911	08	General Fund Subsidy	4800992	(4,000)
General Fund	019904	Transfer to Other Funds	5200415	4,000
Maintenance - Judicial Center	010104	Fuel	5200205	(4,000)
District Attorney	011258	Office Equipment	5600500	5,000
District Attorney	011258	Medical & Dental Services	5200245	(5,000)
Controller	010112	Office Equipment	5600500	2,400
Commissioners	016924	Contingency Fund	5200420	(2,400)
Veterans Affairs	010603	Flag Marker	5200289	5
Veterans Affairs	010603	Government & Private Markers	5200290	(5)
Clerk of Courts	011254	Wage - Per Diem	5000105	949
Clerk of Courts	011254	Wages	5000104	(949)
Clerk of Courts	011254	Shift Differential - OT	5000106	2,000
Clerk of Courts	011254	Wages	5000104	(2,000)
Clerk of Courts	011254	Training & Staff Development	5200211	750
Clerk of Courts	011254	Association Dues & Expenses	5200214	(750)
Penn State Cooperative	018613	Shift Differential - Overtime	5000106	21
Penn State Cooperative	018613	West Nile Virus Program	5210942	(21)
Penn State Cooperative	018613	Travel, Food & Lodging	5200231	600
Penn State Cooperative	018613	Mileage Reimbursement	5200221	(600)
Sheriff	011251	Tools & Equipment	5600513	4,000
Sheriff	011251	Vehicle Maintenance	5200233	(2,000)
Sheriff	011251	Printing	5200215	(1,000)
Sheriff	011251	Mileage Reimbursement	5200221	(1,000)

Public Defender	011257	Mileage Reimbursement	5200221	1,700
Public Defender	011257	Professional Services	5200240	(1,700)
Fleet Management	013605	Maintenance Supplies	5600552	300
Fleet Management	013605	Tools & Equipment	5600513	(300)
Human Resources	010124	Advertising	5200201	1,320
Human Resources	010124	Arbitration Fees	5200336	(1,320)
Human Resources	010124	Office Equipment	5600500	450
Human Resources	010124	Office Supplies	5600550	(450)
Magisterial District Courts	011261	Office Equipment	5600500	1,000
Magisterial District Courts	011261	Office Supplies	5600550	(1,000)
Court Administration	011260	Counsel for Incapacitated Person	5210295	4,500
Court Administration	011260	Counsel for Delinquent Child	5210294	(4,500)
Court Administration	011260	Subscription/Publications	5600502	5,000
Court Administration	011260	Counsel for Delinquent Child	5210294	(4,500)
911 - Act 78 Eligible	080601	Contracted Services	5200236	473
911 - Act 78 Ineligible	080602	Contracted Services	5200236	(473)
911 - Act 78 Ineligible	080602	Travel, Food & Lodging	5200231	423
911 - Act 78 Ineligible	080602	MDC Project Training	5210474	(423)
Parks	013607	Advertising	5200201	250
Parks	013607	Mileage Reimbursement	5200221	(250)
Parks	013607	Training & Staff Development	5200211	157
Parks	013607	Sales Tax	5200282	(157)
911 - Act 78 Ineligible	080602	Professional Staff Salaries	5000102	41,102
911 - Act 78 Ineligible	080602	Staff Salaries	5000103	(41,102)
Commissioners	010101	Office Equipment	5600500	4,900
Commissioners	016924	Contingency Office Equipment	5600500	(4,900)
Parks	013607	Printing	5200215	1,870
Parks	013607	Rental Property Repairs	5200275	(1,870)

10. TAX REFUND REGISTER

A. Tax Refund Register 2013-41

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2013-41 authorizing payment of York County real estate tax refunds totaling \$4,772.83.

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 October 30, 2013 totaling \$4,375,617.71.

Weekly Disbursement Totals for October 30, 2013

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	1,565,498.65
01	Payroll	707.42
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	159,651.77
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	9,223.76
06	Human Services	22,127.51
07	Children & Youth	514,035.84
08	911	52,262.22
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	1,171.04
11	Prison Telephone	10,515.91
25	Aging	167,738.87
28	MH-IDD	111,187.12
30/31	York/Adams HealthChoices	13,275.38
30	York Reinvestment	41,675.34
31	Adams Reinvestment	
35	Domestic Relations	124,270.85
36	Earn-It	80.00
40	Weatherization Liheap	2,356.42
45	Block Grant	234,780.14
46	Affordable Housing	20,944.40
47	Revolving Fund	4,875.17
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	16,561.00
51	Weatherization Doe	1,984.80
72	Tax Claim	3,770.70
75	Retirement	1,213,865.00
82	2013 PLGIT GOB Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	83,058.40
	Total	<u>4,375,617.71</u>

12. REPORT OF EXECUTIVE SESSIONS

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

13. SOLICITOR'S REPORT

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

14. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

- A.** Chuck Noll announced that the County offices will be closed for business on Tuesday, November 5th, in observance of Election Day.
- B.** Chuck Noll reported that the County has received a rebate of \$61,882.004 from the Pennsylvania Local Government Investment Trust (PLGIT) under the P-Card Program for 2013.

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 10:13 a.m.

Respectfully submitted,

Charles R. Noll
Administrator/Chief Clerk