

**COMMISSIONERS' MEETING
MINUTES**

11/28/12

1. CALL TO ORDER

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

A. Opening Ceremony

Commissioner Reilly 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 November 21, 2012 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

No public comments were received.

4. RESOLUTIONS

A. Resolution 2012-16

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2012-16 authorizing the issuance by the Susquehanna Area Regional Airport Authority (the "Authority") in an aggregate principal amount not to exceed \$70,000,000.00 of tax-exempt financing (Series 2012A Bonds) to (i) undertake the current refunding of the Authority's 2003 Bonds; (ii) fund certain necessary reserves; and (iii) pay the costs and expenses incident to the financing of the project.

B. York Housing Advisory Commission

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution authorizing the appointment of the following individuals to the York Housing Advisory Commission for two-year terms, effective November 30, 2012 through November 29, 2014:

Marion Oberdick, Chair, York Housing Authority
Lionetta Girardi, Realtor, Keller Williams Keystone Realty
Larry Richardson, President/CEO, YMCA of York and York County
Kevin Feil, York College

C. Collens-Wagner Agency, York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a resolution authorizing a contract agreement between the County of York, on behalf of the Housing Department of the York County Planning Commission, and Collens-Wagner Agency, York, PA, for professional liability insurance to comply with the Lead-Based Paint Regulations (24 CFR Part 35) in all federally assisted housing activities, at a cost not to exceed \$10,000.00, for the period of January 1, 2013 through December 31, 2013.

D. Commonwealth of Pennsylvania Department of Community and Economic Development

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a resolution authorizing the Housing and Community Development Division of the York County Planning Commission to submit an application to the Commonwealth of Pennsylvania Department of Community and Economic Development in the amount of \$627,988.00 for the LIHEAP Crisis Program through the Weatherization Assistance Program (WAP), for the period of October 1, 2012 through September 30, 2013.

5. MILEAGE REIMBURSEMENT RATE

A. Internal Revenue Service

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to authorize an increase in the mileage reimbursement rate for York County employees when using their personal vehicles for County approved business from 55.5 cents per mile to 56.5 cents per mile, effective January 1, 2013 through December 31, 2013, as established by the Internal Revenue Service.

6. SEVERANCE AGREEMENT

A. Robert Nace

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to ratify and approve a severance agreement between the County of York and Robert Nace, wherein, it is agreed that for a severance pay in the amount of \$45,000.00, less withholdings, Robert Nace agrees to settle any and all claims arising from the termination of his employment.

7. RIGHT-OF-WAY ACQUISITION

A. C.S. Davidson, Inc., York, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to authorize right-of-way acquisition plans between the County of York and C.S. Davidson, Inc., York, PA, for the replacement of Bridge No. 345 (Old Gettysburg Pike over the Yellow Breeches Creek), as required by PennDOT (Pennsylvania Department of Transportation).

8. FEDERAL-AID REIMBURSEMENT AGREEMENT

A. Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Federal-Aid Reimbursement Agreement (088953), between the County of York and the Pennsylvania Department of Transportation (PennDOT), Harrisburg, PA, for the preliminary design costs of the Bridge No. 114 Replacement Project (Glen Rock Borough) in the amount of \$227,003.00 (80% Federal funds and 15% State funds), with a 5% County match of \$11,350.00 funded through the Liquid Fuels Fund.

9. ENGINEERING AGREEMENT

A. C.S. Davidson, Inc., York, PA

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve an engineering agreement, as prepared by PennDOT (Pennsylvania Department of Transportation), between the County of York and C.S. Davidson, Inc., York, PA, for the preliminary and final design for the Bridge No. 114 Replacement Project (Glen Rock Borough) in the amount of \$400,815.26 with 80% funded through Transportation Improvement Plan (TIP) federal funds, 15% state funds and 5% County funds in the amount of \$20,040.76 funded through the Liquid Fuels Fund.

10. CONTRACT AGREEMENT

A. Riverside Consulting Group, Inc., Malvern, 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 Human Resources Department, and Riverside Consulting Group, Inc., Malvern, PA, to provide employee benefit consulting services, at a rate of \$3.50 per employee or retiree per month, for the period of January 1, 2013 through December 31, 2015.

11. GRANT APPLICATION

A. Pennsylvania Emergency Management Agency (PEMA), Harrisburg, PA

Motion was made by Commissioner Reilly, 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 (PEMA), Harrisburg, PA, in the amount of \$6,884.00 federal funds with a County match of \$1,721.00, for a total grant amount of \$8,605.00, through the Hazardous Materials Emergency Preparedness (HMEP) Planning and Training Grant, to provide planning and training on hazardous materials emergency responses, for the period of January 1, 2013 through December 31, 2013.

12. HUMAN SERVICES

A. Subsidized Adoption Assistance Agreement Third Amendment - York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a subsidized adoption assistance agreement third amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and JTN and SMN, Hanover, PA, for the adoption of JEN aka CES, a minor child, authorizing the increase of adoption assistance from \$30.50 per day to \$36.50 per day, based on the Difficulty of Care Assessment, effective November 28, 2012.

B. 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 Christopher and Patricia Anstine, East Berlin, PA, at the standard per diem rates of reimbursement for the care of foster children, for the period of January 1, 2012 through December 31, 2012.

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 services providers at the rates indicated, for the period of July 1, 2012 through June 30, 2013:

Provider	Location	Program Name	Cost	Option
Catholic Charities Diocese of Harrisburg	4800 Union Deposit Road Harrisburg, PA 17111	Paradise School Residential Services	\$172.04/diem	05
Catholic Charities Diocese of Harrisburg	4800 Union Deposit Road Harrisburg, PA 17111	Intensive Family Service Counseling	\$55.20/diem	08
NHS Pennsylvania, Inc.	4391 Sturbridge Ave. Harrisburg, PA 17110	Foster Care Plus	\$86.50/diem	04
NHS Pennsylvania, Inc.	4391 Sturbridge Ave. Harrisburg, PA 17110	Foster Care Mother With Infant	\$124.10/diem	10
NHS Pennsylvania, Inc.	4391 Sturbridge Ave. Harrisburg, PA 17110	Therapeutic Family Care {MA Approved}	\$28.72/diem	62
NHS Pennsylvania, Inc.	4391 Sturbridge Ave. Harrisburg, PA 17110	Therapeutic Family Care MA approved mother & child	\$68.72/diem	63
NHS Youth Services, Inc.	4391 Sturbridge Ave. Harrisburg, PA 17110	SET Program	\$275.00/diem	03
NHS Youth Services, Inc.	4391 Sturbridge Ave. Harrisburg, PA 17110	Community Based Res.	\$226.79/diem	04
NHS Youth Services, Inc.	4391 Sturbridge Ave. Harrisburg, PA 17110	Building Bridges	\$257.40/diem	05
NHS Youth Services, Inc.	4391 Sturbridge Ave. Harrisburg, PA 17110	VCORE	\$150.00/diem	10
NHS Youth Services, Inc.	4391 Sturbridge Ave. Harrisburg, PA 17110	Intermediate Secure	\$275.00/diem	11
NHS Youth Services, Inc.	4391 Sturbridge Ave. Harrisburg, PA 17110	Intensive Secure	\$251.00/diem	12

13. BUDGET LINE ITEM ADJUSTMENTS

A. 2012 Budget Line Item Adjustments

Motion was made by Commissioner Reilly, 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 November 28, 2012.

Budget Adjustments

2012

Department Name	Department Number	Account Description	Account Number	Amount Change
Criminal Response Unit	011259	Office Equipment	5600500	4,240
Criminal Response Unit	011259	Tools & Equipment	5600513	(4,240)
Controller	010112	Training & Staff Development	5200211	265
Controller	010112	Association Dues & Expenses	5200214	(175)
Controller	010112	Mileage Reimbursement	5200221	(90)

Parks	013607	FEMA Disaster 4030 PAG	5900729	553,397
Parks	01	FEMA Disaster 4030 PAG	4400941	(553,397)
Adult Probation	012302	Gas & Oil	5200232	4,500
Adult Probation	012302	Printing	5200215	1,000
Adult Probation	012302	Vehicle Maintenance	5200233	250
Adult Probation	012302	Association Dues & Expenses	5200214	195
Adult Probation	012302	Travel, Food & Lodging	5200231	1,000
Adult Probation	012302	Subscription & Publications	5600502	166
Adult Probation	012302	Special Treatment Service	5210416	(7,111)
Court Administration	011260	Professional Services	5200240	115,000
Court Administration	011260	Parking	5200307	100
Court Administration	011260	Juvenile Act Master Account	5200339	19,000
Court Administration	011260	Professional Services/Interpreters	5210243	10,000
Court Administration	011260	Informa Pauperis Sheriff	5200324	3,500
Court Administration	011260	Court Appointed Special Advocate	5200425	500
Court Administration	011260	Special Counsel	5200210	(148,100)
Public Defender	011257	Serve Subpeonas for Defendants	5200323	1,000
Public Defender	011257	Professional Services	5200240	(1,000)
District Attorney	011258	Professional Services	5200240	100,000
District Attorney	011258	Medical & Dental Services	5200245	150,000
District Attorney	011258	Testimony - Transcripts	5200332	23,000
Commissioners	016924	Contingency Fund	5200420	(273,000)
District Attorney	011258	Witness Fees & Expenses	5200331	10,000
District Attorney	011258	Professional Services	5200240	(10,000)
PAN & RC	020421	Purchase of Major Equipment	5900702	50,000
PAN & RC	020421	Tools & Equipment	5600513	(50,000)
PAN & RC	020414	Purchase of Major Equipment	5900702	3,085
PAN & RC	020414	Maintenance Supplies	5600552	(3,085)
PAN & RC	020421	Purchase of Major Equipment	5900702	6,000
PAN & RC	020421	Tools & Equipment	5600513	(6,000)
911	080602	Vehicle Maintenance	5200233	253
911	080602	MDC Project Training	5210474	(253)
Archives	010122	Office Equipment	5600500	2,200
Archives	010122	Microfilming Fiche Photo	5200212	(1,500)
Archives	010122	Restoration-Old Documents	5200244	(700)
Veteran Affairs	010603	Flag Marker	5200289	288
Veteran Affairs	010603	Burial Expense	5200288	(288)

Veteran Affairs	010603	Equipment Rental	5200315	5
Veteran Affairs	010603	Office Supplies	5600550	600
Veteran Affairs	010603	Payments to Vet Organizations	5200343	(605)
Clerk of Courts	011254	Office Supplies	5600550	500
Clerk of Courts	011254	Printing	5200215	(500)
Commissioners	016924	Contingency Funds	5200420	807
Adult Probation	012302	Office Supplies	5600550	(807)
MH/IDD-ID	288020	Training & Staff Development	5200211	3,734
MH/IDD-ID	288020	Electricity	5200206	(3,734)
Facilities Management	010129	Tools & Equipment	5600513	6,600
Magisterial District Justices	011262	Fuel	5200205	(6,600)
Assessment	010107	Wages - Per Diem	5000105	12,000
Assessment	010107	Wages	5000104	(12,000)
Assessment	010107	Shift Differential - OT	5000106	26
Assessment	010107	Wages	5000104	(26)
Sheriff	011251	Office Supplies	5600550	2,674
Sheriff	011251	Contracted Security Services	5210205	(2,674)
Magisterial District Justices	011261	Contracted Services	5200236	1,000
Magisterial District Justices	011261	Office Equipment	5600500	(1,000)
District Attorney	011258	Subscriptions & Publications	5600502	2,500
District Attorney	011258	Cell Phone	5000181	(2,500)
District Attorney	011258	Office Supplies	5600550	2,500
District Attorney	011258	Cell Phone	5000181	(2,500)
Register of Wills	011250	Office Supplies	5600550	869
Register of Wills	011250	Advertising	5200201	(869)
Juvenile Probation	012301	Printing	5200215	171
Juvenile Probation	012301	Office Supplies	5600550	(171)
Juvenile Probation	012301	Travel, Food & Lodging	5200231	300
Juvenile Probation	012301	Mileage Reimbursement	5200221	(300)
Maintenance - 911	080603	Water	5200207	1,000
Maintenance - 911	080603	Fuel	5200205	(1,000)
Maintenance - Human Services Center	010106	Elevator Inspection & Repairs	5200237	157
Maintenance - Human Services Center	010106	Electricity	5200206	(157)

Maintenance - Judicial Center	010104	Sewer	5200208	6,000
Maintenance - Judicial Center	010104	Fuel	5200205	(6,000)
Maintenance - Annex	010103	Trash Removal	5200209	455
Maintenance - Annex	010103	Electricity	5200206	(455)
Court Administration	011260	Contracted Services	5200236	2,000
Court Administration	011260	Special Counsel	5200210	(2,000)
Court Administration	011260	Court Appointed Special Advocate	5200425	1,300
Court Administration	011260	Special Counsel	5200210	(1,300)
District Attorney	011258	On Call Pay	5000179	2,000
District Attorney	011258	Cell Phone	5000181	(2,000)
Public Safety	012601	Gas & Oil	5200232	500
Public Safety	012601	Travel, Food & Lodging	5200231	(500)
Prison	012309	Cell Phone	5000181	350
Prison	012309	Fuel	5200205	(350)
Coroner	011252	Gas & Oil	5200232	1,500
Coroner	011252	Physicians & Post Mortem	5200249	(1,500)
Conservation District	014623	Gas & Oil	5200232	1,700
Conservation District	014623	Telephone	5200203	(450)
Conservation District	014623	Association Dues & Expenses	5200214	(450)
Conservation District	014623	Vehicle Maintenance	5200233	(800)
Human Resources	010124	Professional Services	5200240	28,000
Human Resources	010124	Arbitration Fees	5200336	(28,000)
Prothonotary	011253	Wages - Per Diem	5000105	2,433
Prothonotary	011253	Microfilming, Fiche & Photo	5200212	(2,433)
Prothonotary	011253	Shift Differential - OT	5000106	133
Prothonotary	011253	Microfilming, Fiche & Photo	5200212	(133)
Juvenile Probation	012301	York 2010 JABG Project Grant	5210860	30,904
Juvenile Probation	012301	Grant Salary Reimbursement	5000178	(30,904)
Commissioners	016924	Contingency Fund	5200420	15,452
Juvenile Probation	01	York 2010 JABG Project Grant	4400958	(15,452)
Juvenile Probation	012301	Gas & Oil	5200232	1,000
Juvenile Probation	012301	Vehicle Maintenance	5200233	(1,000)
Parks	013607	Lease/Purchase Equipment	5900725	8
Parks	013607	Travel, Food & Lodging	5200231	(8)

Fleet Management	013605	Office Supplies	5600550	198
Fleet Management	013605	Contracted Services	5200236	(198)
Parks	013607	Program/Special Events	5200353	175
Parks	013607	Mileage Reimbursement	5200221	(175)
Parks	013607	Vehicle Maintenance	5200233	4,500
Parks	013607	Contracted Services	5200236	(4,500)
District Justices	011261	Printing	5200215	2,000
District Justices	011261	Office Supplies	5600550	(2,000)
District Justices	011261	Mileage Reimbursement	5200221	2,500
District Justices	011261	Office Supplies	5600550	(2,500)
District Justices	011261	Professional Services	5200240	3,000
District Justices	011261	Office Supplies	5600550	(3,000)
Clerk of Courts	011254	Mileage Reimbursement	5200221	250
Clerk of Courts	011254	Telephone	5200203	(250)
Clerk of Courts	011254	Subscriptions/Publications	5600502	50
Clerk of Courts	011254	Telephone	5200203	(50)
Clerk of Courts	011254	Office Supplies	5600550	500
Clerk of Courts	011254	Telephone	5200203	(500)
Register of Wills	011250	Mileage Reimbursement	5200221	28
Register of Wills	011250	Advertising	5200201	(28)
Register of Wills	011250	Travel, Food & Lodging	5200231	7
Register of Wills	011250	Advertising	5200201	(7)
Register of Wills	011250	Subscriptions/Publications	5600502	115
Register of Wills	011250	Advertising	5200201	(115)
Public Defender	011257	Shift Differential - OT	5000106	6
Public Defender	011257	Mileage Reimbursement	5200221	(6)
Maintenance - Judicial Center	010104	Elevator Inspection & Repairs	5200237	214
Maintenance - Judicial Center	010104	Electricity	5200206	(214)
Controller	010112	Printing	5200215	148
Controller	010112	Telephone	5200203	(148)
District Attorney	011258	Victims of Juvenile Offender Grant	5210580	25,195
District Attorney	01	Victims of Juvenile Offender Grant	4400580	25,195
Commissioners	016924	Contingency Fund	5200420	17,862
District Attorney	011258	Grant Salary Reimbursement	5000178	(17,862)

District Attorney	011258	Auto Theft Unit	5200450	55,992
District Attorney	01	Auto Theft Unit	4400920	(55,992)
Commissioners	016924	Contingency Fund	5200420	31,000
District Attorney	011258	Grant Salary Reimbursement	5000178	(31,000)
District Attorney	011258	Insurance Fraud Prevention Grant	5210396	55,692
District Attorney	01	Insurance Fraud Prevention Grant	4400896	(55,692)
Commissioners	016924	Contingency Fund	5200420	42,842
District Attorney	011258	Grant Salary Reimbursement	5000178	(42,842)

14. REFUND REGISTER

A. Tax Refund Register 2012-43

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2012-43 authorizing payment of York County real estate tax refunds totaling \$1,793.16.

15. 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 November 28, 2012 totaling \$4,711,672.13.

Weekly Disbursement Totals for November 28, 2012

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	251,849.08
01	Payroll	7,666.44
01	Ag Land Preservation	1,750.00
01	Escrow	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	1,308.59
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	15,208.69
06	Human Services	194,722.56
07	Children & Youth	1,099,329.69
08	911	49,027.86
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	1,228.90
11	Prison Telephone	14,494.00
25	Aging	89,637.97
28	MH/MR	232,887.75
30/31	York/Adams HealthChoices	268.68

30	York Reinvestment	2,181.67
31	Adams Reinvestment	
35	Domestic Relations	29,162.65
36	Earn-It	
40	Weatherization Liheap	886.81
45	Block Grant	107,423.81
46	Affordable Housing	328,942.67
47	Revolving Fund	
48	Downtown Hanover	
49	ARRA Weatherization	
50	Continuum of Care	
51	Weatherization Doe	22,301.16
72	Tax Claim	14,167.99
75	Retirement	968,358.75
82	2011 PNC GON Fund	1,177,693.88
83	2000 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	
		<u>101,172.53</u>
	Total	<u><u>4,711,672.13</u></u>

16. REPORT OF EXECUTIVE SESSIONS

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

17. SOLICITOR'S REPORT

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

18. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

19. 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 10:20 a.m.

Respectfully submitted,

Charles R. Noll
Administrator/Chief Clerk