

**COMMISSIONERS' MEETING
MINUTES**

05/30/12

1. CALL TO ORDER

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

A. Opening Ceremony

Dianna Benaknin led the Pledge of Allegiance.

Reverend Sue Oelrich, Pleasant Acres Chaplain, 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 May 23, 2012 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

Dianna Benaknin, Director of the York County Area Agency on Aging, introduced Beth Kehler, winner of the 2012 Secretary's Award for APPRISE Coordinator. APPRISE is Pennsylvania's Medicare Insurance Counseling intergenerational program. Dianna asked that the Board of Commissioners join her in congratulating Ms. Kehler for receiving this award.

4. PROCLAMATION

A. "World No Tobacco Day" - Adams-Hanover Counseling Services, Inc.

Commissioners Chronister, Reilly and Hoke presented a proclamation to members of Adams-Hanover Counseling Services, Inc. and the York-Adams Drug and Alcohol Commission, recognizing May 31, 2012 as "World No Tobacco Day".

5. RESOLUTION

A. Resolution 2012-07

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2012-07 in support of reinstating the Keystone Recreation, Park and Conservation Fund back into the DCNR budget for FY 2012-2013 and beyond, as well as maintaining 15% of the real estate transfer tax as a dedicated funding source for conservation, parks and recreation.

6. CONTRACT AGREEMENT

A. Steve Yambor, 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 Youth Development Center, and Steve Yambor, York, PA, to provide community-based summer school instruction to facility residents in an amount not to exceed \$6,000.00 to be reimbursed by the Lincoln Intermediate Unit, for the period of June 6, 2012 through August 31, 2012.

7. MEMORANDUM OF UNDERSTANDING

A. Penn Township Board of Commissioners, Hanover, PA

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 Penn Township Board of Commissioners, Hanover, PA, for one (1) Penn Township police officer to work with the York County Drug Task Force on a full-time basis with the officer's salary to be reimbursed by the York County Drug Task Force at no cost to the County, for the period of three (3) years effective upon full execution of the agreement.

8. CHANGE ORDER

A. Wacor Electronic Systems, Inc., East Petersburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve change order No. 2 between the County of York and Wacor Electronic Systems, Inc., East Petersburg, PA, for the addition of cameras and associated work, and the deletion of wire management work for the York County Prison Central Control Renovations Project decreasing the amount by \$11,115.79 to \$659,785.95.

9. HUMAN SERVICES

A. Pennsylvania Department of Aging, Harrisburg, PA - York County Area Agency on Aging

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the submission of the 2012-2016 Four-Year Plan under the Federal Older Americans Act, on behalf of the York County Area Agency on Aging serving as plan administrator, to the Pennsylvania Department of Aging, Harrisburg, PA, for the period of July 1, 2012 through June 30, 2016.

B. Community Progress Council, Inc., York, PA - York County Human Services Department

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a 2011-2012 contract agreement second amendment between the County of York, on behalf of the York County Human Services Department serving as contract administrator, and the Community Progress Council, Inc., York, PA, to reallocate funds for the provision of rental assistance, case management and individual shelter nights services in the amounts indicated, for a total amount of \$658,975.00, for the period of July 1, 2011 through June 30, 2012:

<u>Service</u>	<u>Allocation</u>
Rental Assistance	\$351,372.00 (unchanged)
HAP Case Management	\$155,034.00 (unchanged)
HAP Individual Shelter Nights	\$21,000.00 (increased by \$15,000.00)
HSDF Case Management	\$131,569.00 (decreased by \$5,516.00)

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

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve subsidized adoption assistance 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 the children reach the age of 18 years, and a one-time payment for costs incidental to the adoption of each child not to exceed the rates indicated, according to the schedule attached to the agreement:

<u>Adoptive Parents</u>	<u>Minor Child</u>	<u>Rate per day</u>	<u>One-Time Payment</u>
MSM and TDM, Timonium, MD	BKJM akd KAJ	\$26.50 per day	\$780.00
TJG and DLG, Dillsburg, PA	AMG aka ADM	\$26.50 per day	\$700.00
TJG and DLG, Dillsburg, PA	BHG aka EDM	\$26.50 per day	\$700.00

D. Service Provider Contract Agreements - York County Office of Children, Youth & Families

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly 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 provider at the rates indicated, for the period of July 1, 2011 through June 30, 2012:

<u>Provider</u>	<u>Location</u>	<u>Program Name</u>	<u>Cost</u>	<u>Option</u>
NHS Pennsylvania, Inc.	4391 Sturbridge Drive Harrisburg, PA 17110	Foster Care Plus Foster Care	\$84.10/Diem	04
NHS Pennsylvania, Inc.	4391 Sturbridge Drive Harrisburg, PA 17110	Foster care Mother with infant Foster Care	\$124.10/Diem	10
NHS Pennsylvania, Inc.	4391 Sturbridge Drive Harrisburg, PA 17110	Therapeutic Family Care (MA Approved) Foster Care	\$28.72/Diem	62
NHS Pennsylvania, Inc.	4391 Sturbridge Drive Harrisburg, PA 17110	Therapeutic Family Care (MA Approved for Mother with Infant)	\$68.72/Diem	63

E. Service Provider Contract Agreements - York County Office of Children, Youth & Families

Commissioner Hoke made a motion, seconded by Commissioner Reilly 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 provider at the rates indicated, for the period of July 1, 2012 through June 30, 2013:

Provider	Location	Program Name	Cost	Option
Mark A. Chapman, MA	39 Mayberry Lane Mechanicsburg, PA 17050	Self Report Inventory Counseling	\$52.50/Hour	01
Mark A. Chapman, MA	39 Mayberry Lane Mechanicsburg, PA 17050	Best Practice-(Counseling) (Non MA approved)	\$52.50/Hour	02
Mark A. Chapman, MA	39 Mayberry Lane	Best Practice-(Counseling) Mechanicsburg, PA 17050	\$52.50/Hour (MA approved)	60

10. BUDGET LINE ITEM ADJUSTMENTS

A. 2012 Budget Line Item Adjustments

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve 2012 Budget Line Item Adjustments, as submitted by the Controller's Office, for the week of May 30, 2012.

Budget Adjustments

2012

Department Name	Department Number	Account Description	Account Number	Amount Change
Substance Abuse Center-Maintenance	010130	Office Equipment	5600500	88
Substance Abuse Center-Maintenance	010130	Maintenance & Repairs	5200241	(88)
911	080601	Purchase Of Major Equipment	5900702	51,359
911	08	Wireless E911 Plan	4800320	(51,359)
Parks	013607	Cross Mill Project	5900718	2,536
Parks	013607	Major Repairs-Buildings	5900703	(2,536)
Emergency Management	012602	Shift Differential - OT	5000106	103
Emergency Management	012602	Telephone	5200203	(103)
Elections/Voters	010105	Travel, Food & Lodging	5200231	16
Elections/Voters	010105	Mileage	5200221	(16)
Juvenile Probation	012301	York 2010 JABG Project Grant	5210861	15,123
Juvenile Probation	01	York 2010 JABG Project Grant	4400958	(15,123)

PAN & RC	020414	Purchase Of Major Equipment	5900702	14,000
PAN & RC	020414	Maintenance Supplies	5600552	(14,000)
Human Services	061600	Travel, Food & Lodging	5200231	4,000
Human Services	061600	Training & Staff Development	5200211	(4,000)
District Attorney	011258	Printing	5200215	1,000
District Attorney	011258	Professional Services	5200240	(1,000)
District Attorney	011258	Cell Phone	5000181	1,612
District Attorney	011258	Office Equipment	5600500	(1,612)
District Attorney	011258	Office Equipment	5600500	1,612
District Attorney	011258	Professional Services	5200240	(1,612)
District Attorney	011258	Office Equipment	5600500	200
District Attorney	011258	Professional Services	5200240	(200)
Human Resources	010124	Association Dues & Expenses	5200214	115
Human Resources	010124	Training & Staff Development	5200211	(115)
Human Resources	010124	Professional Staff Salaries	5000102	71,919
Human Resources	010124	Telephone	5200203	1,200
Human Resources	010124	Association Dues & Expenses	5200214	180
Human Resources	010124	Printing	5200215	200
Human Resources	010124	Mileage	5200221	300
Human Resources	010124	Travel, Food & Lodging	5200231	150
Human Resources	010124	Contracted Services	5200236	1,326
Human Resources	010124	Office Supplies	5600550	700
Risk Management	010125	Professional Staff Salaries	5000102	(71,919)
Risk Management	010125	Telephone	5200203	(1,200)
Risk Management	010125	Association Dues & Expenses	5200214	(180)
Risk Management	010125	Printing	5200215	(200)
Risk Management	010125	Mileage	5200221	(300)
Risk Management	010125	Travel, Food & Lodging	5200231	(150)
Risk Management	010125	Contracted Services	5200236	(1,326)
Risk Management	010125	Office Supplies	5600550	(700)
Maintenance-Judicial Center	010104	Office Equipment	5600500	380
Maintenance-Judicial Center	010104	Maintenance & Repairs	5200241	(380)
Maintenance-Substance Abuse Ctr	010130	Maintenance & Repairs	5200241	2,000
Maintenance-Substance Abuse Ctr	010130	Fuel	5200205	(2,000)
Information Services	010117	Travel, Food & Lodging	5200231	65
Information Services	010117	Contracted Services	5200236	(65)

11. REFUND REGISTER

A. Tax Refund Register 2012-19

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve Tax Refund Register 2012-19 authorizing payment of York County real estate tax refunds totaling \$27,398.20.

12. APPROVAL OF CHECK REGISTER

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the Check Register for the week of May 30, 2012 totaling \$4,783,733.30.

Weekly Disbursement Totals for May 23, 2012

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,996,667.88
01	Payroll	
01	Ag Land Preservation	
01	Escrow	
01	York Co Agriculture Society Sinking Fund	500.00
02	York County Nursing Home	430,925.23
03	Unclaimed Money	
04	Donations	
05	Controlled Substance	2,224.64
06	Human Services	29,799.15
07	Children & Youth	375,526.98
08	911	9,633.88
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	28,850.87
11	Prison Telephone	7,505.22
25	Aging	138,938.24
28	MH/MR	365,549.06
30/31	York/Adams HealthChoices	2,172.86
30	York Reinvestment	46,660.24
31	Adams Reinvestment	1,984.32
35	Domestic Relations	23,657.75
36	Earn-It	
40	Weatherization	
42	Core Communities	
43	Brownfields	
44	Access Grant	
45	Block Grant	90,655.70
46	Affordable Housing	5,713.14
47	Revolving Fund	3,657.00
48	Downtown Hanover	

49	ARRA Weatherization	26,915.16
72	Tax Claim	73,097.34
75	Retirement	38,903.12
82	2011 PNC GON Fund	64,701.09
83	2000 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	
		<u>19,494.43</u>
	Total	<u><u>4,783,733.30</u></u>

13. REPORT OF EXECUTIVE SESSIONS

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

14. SOLICITOR'S REPORT

Michael Flannelly, Solicitor, submitted his written report for the Board's Review.

15. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

No other business or public comments were received.

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 10:22 a.m.

Respectfully submitted,

Charles R. Noll
Administrator/Chief Clerk