

**COMMISSIONERS' MEETING
MINUTES**

06/27/12

1. CALL TO ORDER

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

A. Opening Ceremony

Assistant Solicitor Donald Reihart led the Pledge of Allegiance.

Reverend Roberta Johnson, Memorial Hospital Chaplain, gave the invocation.

2. APPROVAL OF MINUTES

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve the minutes from the June 20, 2012 Commissioners' Meeting as submitted.

3. PERIOD OF PUBLIC COMMENT

A member of York Habitat for Humanity presented the Board of Commissioners a photo and a plaque reflecting the 100th home built in York County, and thanked the board for their commitment in supporting the organization.

4. CERTIFICATE OF COMMENDATION

A. Madelyn Snare – Ronald McDonald House Fundraiser

Commissioners Chronister, Hoke and Reilly presented a certificate of commendation to 7-year-old Madelyn Snare for raising \$2,470.14 to benefit Ronald McDonald House Charities of Southcentral Pennsylvania, which serves out-of-town families whose critically ill children are being treated at Penn State Children's Hospital in Hershey.

5. RESOLUTION

A. Resolution 2012-08

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to adopt Resolution 2012-08, and a cooperation and sub-grantee agreement between the County of York and Leg Up Farm, Inc., York, PA, wherein the County of York shall agree to serve as grantee for Leg Up Farm, Inc.'s Redevelopment Assistance Capital Program (RACP) award of \$3.56 million, subject to execution of a sub-grantee agreement for the utilization of RACP funds to provide for the construction of Leg Up Farm Phase 3 on land located in East Manchester Township, York County, PA.

6. MILEAGE REIMBURSEMENT

A. York County HazMat 91

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the payment of mileage reimbursement to York County HazMat 91 team members at the County’s approved annual travel mileage reimbursement rate per the guidelines provided in SOG# HM 91-000.06, with mileage reimbursement funding provided through the Hazardous Materials Response Fund grant.

7. Real Estate Tax Amendment

A. 2012 York County Real Estate Tax

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to amend the York County Board of Commissioners decision from June 20, 2012 exonerating 2012 York County Real Estate taxes for parcel number 50-000-LC-0015-P0 on property owned by Mountain Ridge Church from \$3,638.93 to \$4,014.75.

8. COLLECTIVE BARGAINING AGREEMENT

A. Teamsters Local 776, Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a Collective Bargaining Agreement between the County of York, on behalf of the York County Human Resources Department, and the Teamsters Local 776, Harrisburg, PA, for the York County Youth Development Center, effective January 1, 2011 through December 31, 2014.

9. CONTRACT AGREEMENTS

A. Zelenkofske Axelrod, LLC, Harrisburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and carried to approve a contract agreement between the County of York, on behalf of the York County Controller’s Office, and Zelenkofske Axelrod, LLC, Harrisburg, PA, to perform audit services for year ending December 31, 2013 for the following York County audits at the costs indicated, with a 3% increase per year for years ending 2014 through 2015:

<u>Audits</u>	<u>2013 Fees</u>
Financial and Single	\$157,860.00
911	\$4,300.00
District Justices	\$50,450.00
Row Offices	\$17,500.00-\$25,000.00

Commissioner Hoke was opposed to the motion stating that he would like to see competitive specs and pricing for the audits.

B. County Commissioners Association of Pennsylvania (CCAP), Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement renewal between the County of York, on behalf of the York County Human Resources Department, and the County Commissioners Association of Pennsylvania (CCAP), Harrisburg, PA, to provide a crime, property, general liability, automobile liability, public official and law enforcement insurance policy under the COBALT Package Program in the amount of \$508,505.00, for the period of June 30, 2012 through June 29, 2013.

C. McClure Company, Harrisburg, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve contract agreement amendment No. 2 between the County of York, on behalf of the York County Facilities Management Department, and McClure Company, Harrisburg, PA, to execute twenty-two (22) additional energy conservation projects at the York County Judicial Center, Pleasant Acres Nursing & Rehabilitation Center (PAN&RC), Annex and Prison for a total amount not to exceed \$6,148,452.00.

10. LEASE AGREEMENT

A. FPP (Fraser), Inc., West Reading, 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 FPP (Fraser), Inc., West Reading, PA, for three (3) copiers including maintenance and supplies, except paper, for the following York County departments at the rates indicated, for the period of June 21, 2012 through September 21, 2015:

Children, Youth & Families

(1) Sharp MX3110N copier

12 quarters at \$573.16 per quarter/\$6,877.92 total cost

PAN&RC

(1) Sharp MX3110N copier

12 quarters at \$604.14 per quarter/\$7,249.68 total cost

Prison

(1) Sharp MXM503N copier

12 quarters at \$1,102.31 per quarter/\$13,227.72 total cost

11. MEMORANDUM OF UNDERSTANDING

A. Exelon Nuclear, Kennett Square, PA

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to approve a memorandum of understanding between the County of York, on behalf of the Office of Emergency Management, and Exelon Nuclear, Kennett Square, PA, providing reimbursement of salaries, benefits and related expenses for the funding of one full-time Radiological Emergency Planner position for the County of York for a term of five (5) years.

12. GRANT APPLICATION

A. Pennsylvania Office of the Budget, Harrisburg, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve the submission of a Revitalization Assistance Capital Program (RACP) initial business plan grant application, on behalf of the York County Conservation District, to the Pennsylvania Office of the Budget, Harrisburg, PA, with the County of York serving as Grantee and the Conservation District serving as Sub-Grantee, and further authorizing the Administrator/Chief Clerk to execute all documents related to the grant application.

13. HUMAN SERVICES

A. Service Provider Contract Agreement Renewals - York County Area Agency on Aging

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve service provider contract agreement renewals between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following service providers to provide in-home care services in the amounts indicated for a total amount of \$501,812.01, for the period of July 1, 2012 through June 30, 2013:

Addus Health Care, York, PA	\$ 99,875.27
Extended Family Care, Lancaster, PA	\$ 3,687.49
Home Helpers and Direct Link, Red Lion, PA	\$223,201.28
Keystone In-Home Care, Inc., Lancaster, PA	\$ 88,479.48
Lutheran Home Care and Hospice, Inc., Chambersburg, PA	\$ 10,645.03
MedStaffers, Carlisle, PA	\$ 22,123.70
VNA of Hanover and Spring Grove, Hanover, PA	<u>\$ 53,799.76</u>
	\$501,812.01

B. Service Provider Contract Agreement Renewals - York County Area Agency on Aging

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve service provider contract agreement renewals between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following service providers to provide the following services in the amounts indicated for a total amount of \$1,396,601.14, for the period of July 1, 2012 through June 30, 2013:

Circle of Friends Adult Day Services, York, PA	Adult Day Care	\$ 30,074.74
Golden Visions Adult Day Care Center, Hanover, PA	Adult Day Care	\$ 30,000.00
Jannis VanArsdale, Seven Valleys, PA	RN Consultant	\$ 12,780.40
Lifeline Systems Company, Framingham, PA	Life Line	\$ 18,417.00
Messiah Village Adult Day Services, Mechanicsburg, PA	Adult Day Care	\$ 12,870.00
Mid-Penn Legal Services, Harrisburg, PA	Legal Services	\$ 9,840.00
The Nutrition Group, York, PA	Nutrition Services	<u>\$1,282,619.00</u>
		\$1,396,601.14

C. Service Provider Agreement Amendment - York County Area Agency on Aging

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a service provider agreement amendment between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and Dillsburg Senior Activity Center, Inc., Dillsburg, PA, increasing the total contract amount by \$1,425.00 to \$41,353.00, for the period of July 1, 2011 through June 30, 2012.

D. Letter of Agreement - York County Area Agency on Aging

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a letter of agreement between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and Polly M. Rost, PhD, York, PA, to provide psychological consulting services at a rate of \$66.69 per hour, for the period of July 1, 2012 through June 30, 2013.

E. Letters of Agreement - York County Area Agency on Aging

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve letters of agreement between the County of York, on behalf of the York County Area Agency on Aging serving as contract administrator, and the following service providers to provide legal advice and representation under Older Adult Protective Services at a rate of \$80.00 per hour and \$50.00 per hour for paralegal services, for the period of July 1, 2012 through June 30, 2013:

Scott A. Beaverson, Esquire, York, PA	Attorney Consultant
Martin Miller, Esquire, York, PA	Attorney Consultant

F. Service Provider Contract Agreement Renewals - York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve service provider contract agreement renewals 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:

Provider	Location	Program Name	Cost	Opt
NHS Youth Services, Inc. Db a Northwestern Academy	4391 Sturbridge Drive Harrisburg, PA 17110	SET Secure Care	\$275.00/diem	03
NHS Youth Services, Inc. Db a Northwestern Academy	4391 Sturbridge Drive Harrisburg, PA 17110	Community Based Community Residential	\$226.79/diem	04
NHS Youth Services, Inc. Db a Northwestern Academy	4391 Sturbridge Drive Harrisburg, PA 17110	Building Bridges Cottage A Community Residential	\$249.90/diem	05
NHS Youth Services, Inc. Db a Northwestern Academy	4391 Sturbridge Drive Harrisburg, PA 17110	VCORE Residential Services	\$150.00/diem	10
NHS Youth Services, Inc. Db a Northwestern Academy	4391 Sturbridge Drive Harrisburg, PA 17110	Intermediate Secure Secure Care	\$235.00/diem	11
NHS Youth Services, Inc. Db a Northwestern Academy	4391 Sturbridge Drive Harrisburg, PA 17110	Intensive Secure Secure Care	\$251.00/diem	12
NHS Youth Services, Inc. Db a Northwestern Academy	4391 Sturbridge Drive Harrisburg, PA 17110	Open Residential Community Residential	\$230.05/diem	14

G. HIPAA Business Associate Agreement - York County Office of Children, Youth & Families

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a HIPAA business associate agreement between the County of York, on behalf of the York County Office of Children, Youth & Families, and Camera Center of York, York, PA, for purposes of developing film.

H. 2012-2013 Purchase of Service Addendums - York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve 2012-2013 purchase of service addendums between the County of York, on behalf of the York County Office of Children, Youth & Families serving as contract administrator, and the following service providers extending the term of the original agreement from June 30, 2012 until such time that rates for the 2012-2013 contract period are settled, with no other changes being made to the original agreements:

Equiteam Support Services	Dallastown, PA
Preventative Aftercare, Inc.	Grove City, PA
COBYS Family Services	Leola, PA
Hugh S. Smith, Ph.D & Associates, P.C.	Lancaster, PA
Bethany Christian Services of Central Pennsylvania	Lancaster, PA
Hoffman Homes, Inc.	Littlestown, PA

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

Motion was made by Commissioner Reilly, seconded by Commissioner Hoke and unanimously carried to approve a subsidized adoption assistance agreement first amendment between the County of York, on behalf of the York County Office of Children, Youth & Families, and T.R.C. and D.J.C., Mainesburg, PA, for the adoption of J.D.C. aka J.D.W., authorizing the adjustment of adoption assistance from \$26.00 per day to \$30.50 per day based upon the Difficulty of Care assessment.

J. Subsidized Permanent Legal Custodianship Agreement Revision - York County Office of Children, Youth & Families

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve a subsidized permanent legal custodianship agreement revision between the County of York, on behalf of the York County Office of Children, Youth & Families, and S.C. and P.D., Hagerstown, MD, as custodians of J.H.C., a minor child, replacing the existing agreement on record in its entirety for the purpose of bringing the terms of the agreement in compliance with Federal, State and Local regulations, and to add additional services outlined in the agreement to include weekly counseling sessions and Orthodontic services.

14. 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 June 27, 2012.

Budget Adjustments

2012

Department Name	Department Number	Account Description	Account Number	Amount Change
Information Services	010117	Training & Staff Development	5200211	300
Information Services	010117	Contracted Services	5200236	(300)
Investment Management Fees	015635	Financial Management Fees	5200294	1,200
Commissioners	016924	Contingency Fund	5200420	(1,200)
Farmland Preservation	013805	Farmland Preservation	5200262	100,000
Commissioners	016924	Contingency Fund	5200420	(100,000)
Elections/Voters	010105	Travel, Food, & Lodging	5200231	120

Elections/Voters	010105	Election Supplies	5600571	(120)
911	080601	Professional Services	5200240	25,500
911	08	Wireless E911 Plan	4800320	(25,500)
Divorce Masters	011264	Telephone	5200203	61
Commissioners	016924	Contingency Fund	5200420	(61)
Emergency Management	012602	Vehicle Maintenance	5200233	1,800
Emergency Management	012602	Auxilliary Computer Equipment	5600539	(900)
Emergency Management	012602	Tools & Equipment	5600513	(900)
MH/MR	287004	Training & Staff Development	5200211	1,000
MH/MR	287025	Training & Staff Development	5200211	(1,000)
Commissioners	010101	Subscriptions/Publications	5600502	100
Commissioners	010101	Advertising	5200201	(100)
District Attorney	011258	Witness Fees & Expenses	5200331	2,500
District Attorney	011258	Professional Services	5200240	(2,500)
District Attorney	011258	Witness Fees & Expenses	5200331	11,000
Commissioners	016924	Contingency Fund	5200420	(11,000)

15. REFUND REGISTER

A. Tax Refund Register 2012-23

Commissioner Reilly made a motion, seconded by Commissioner Hoke and unanimously carried to approve Tax Refund Register 2012-23 authorizing payment of York County real estate tax refunds totaling \$12,615.24.

16. 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 June 27, 2012 totaling \$5,232,070.87.

Weekly Disbursement Totals for June 27, 2012

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
01	General Fund	2,082,644.09
01	Payroll	7,172.18
01	Ag Land Preservation	
01	Escrow	
01	York Co Agriculture Society Sinking Fund	
02	York County Nursing Home	82,829.52

03	Unclaimed Money	
04	Donations	57.18
05	Controlled Substance	131,811.44
06	Human Services	145,102.34
07	Children & Youth	999,580.30
08	911	26,657.92
08	911 Act 78	
08	E-911 Wireless	
10	Liquid Fuels	2,427.94
11	Prison Telephone	36.76
25	Aging	61,206.00
28	MH/MR	483,671.33
30/31	York/Adams HealthChoices	
30	York Reinvestment	475.00
31	Adams Reinvestment	
35	Domestic Relations	
36	Earn-It	90.00
40	Weatherization	
42	Core Communities	
43	Brownfields	
44	Access Grant	
45	Block Grant	9,056.27
46	Affordable Housing	224,299.04
47	Revolving Fund	109.42
48	Downtown Hanover	
49	ARRA Weatherization	7,102.00
72	Tax Claim	7.35
75	Retirement	946,906.56
82	2011 PNC GON Fund	
83	2000 Capital Projects Fund	
84	911 Capital Projects Fund	
85	P/A Capital Projects Fund	
90	Drug & Alcohol	20,828.23
	Total	<u><u>5,232,070.87</u></u>

17. REPORT OF EXECUTIVE SESSIONS

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

18. SOLICITOR'S REPORT

In lieu of Solicitor Michael Flannelly's absence, he submitted his written report for the Board's Review prior to the Board of Commissioners' Meeting.

19. OTHER BUSINESS AND ADDITIONAL PUBLIC COMMENTS

A. Aramark Correctional Services LLC, Philadelphia, PA

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to approve a contract agreement renewal between the County of York, on behalf of the York County Youth Development Center, and Aramark Correctional Services LLC, Philadelphia, PA, to provide food services to facility residents, with partial reimbursement from the State through the National School Lunch Program at a 5% increase per meal from the previous year's contract, for the period of July 1, 2012 through June 30, 2013.

B. County Closed for Business

Controller Green made an announcement that there would be no Board of Commissioners Meeting held the following week on July 4th, in addition to County offices being closed for business, in observance of the holiday.

20. 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 10:50 a.m.

Respectfully submitted,

Charles R. Noll
Administrator/Chief Clerk