

**COMMISSIONERS' REORGANIZATIONAL MEETING  
MINUTES**

**01/03/12**

**1. PLEDGE OF ALLEGIANCE**

Chuck Noll led the Pledge of Allegiance.

Reverend Skip Spangler of Otterbein United Methodist Church gave the invocation.

**2. NOMINATION OF TEMPORARY PRESIDENT COMMISSIONER**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to nominate Steve Chronister as temporary President Commissioner.

**3. CALL TO ORDER**

Commissioner Chronister called the meeting to order at 3:01 p.m. with all members present.

**4. NOMINATION OF PRESIDENT COMMISSIONER**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to nominate Steve Chronister as President Commissioner.

**5. NOMINATION OF VICE PRESIDENT COMMISSIONER**

Commissioner Reilly made a motion, seconded by Commissioner Chronister and unanimously carried to nominate Doug Hoke as Vice President Commissioner.

**6. APPOINTMENTS**

**A. Administrator/Chief Clerk**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint Charles R. Noll as Administrator/Chief Clerk.

**B. County Solicitor and Assistant County Solicitor**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to appoint Michael W. Flannelly as County Solicitor and Donald L. Reihart as Assistant County Solicitor.

### **C. Department Heads**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint the following Department Heads to serve at the pleasure of the Commissioners:

Agricultural Land Preservation – Patricia McCandless  
Archives – Christy Depew  
Area Agency on Aging – Dianna Benaknin  
Assessment/Appraisal – John Fedor  
Center for Traffic Safety – Wayne Harper  
Children, Youth & Families – Deb Chronister  
Conservation District – Mark Kimmel  
County Control – Julio Mendez  
Drug and Alcohol Program – Steven Warren  
Elections/Voter Registration – Sepia Suchanic  
Emergency Management Agency – Mike Fetrow  
Emergency Services – Eric Bistline  
Facilities Management – Scott Cassel  
HealthChoices Management – Michelle Hovis  
Human Resources – Kristy Bixler  
Human Services - Vacant  
Information and Technology – Al Raniero  
Mental Health/Mental Retardation Program – Steven Warren  
Parks – Tammy Klunk  
Pleasant Acres Nursing & Rehabilitation Center – Marlin Peck  
Public Defender – Bruce Blocher  
Purchasing – Cherie Minnich  
Veterans Affairs – Philip Palandro  
Weights & Measures – James Crager  
Youth Development Center – Rodney Wagner

Solicitor Michael Flannelly gave the Oath of Office to all of the above appointees.

### **D. County Engineer of Record**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to appoint John A. Klinedinst, President/CEO, C.S. Davidson, Inc., York, PA, as York County's Engineer of Record for the period of January 1, 2012 through December 31, 2015.

### **E. County Insurance Broker of Record**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to appoint Collens-Wagner Agency, York, PA, as York County's Insurance Broker of Record for the period of January 1, 2012 through December 31, 2015.

## 7. HOURS OF OPERATION

### A. County Departments

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to set the hours of operation for County departments as follows:

6:00 a.m. – 2:30 p.m.

Coroner

7:30 a.m. – 4:30 p.m.

Domestic Relations

8:00 a.m. – 4:15 p.m.

Clerk of Orphans' Court

Register of Wills

8:00 a.m. – 4:30 p.m.

Adult Probation

Archives (Wednesdays by phone or email only)

Area Agency on Aging

Agriculture Land Preservation

Assessment

Children, Youth & Families

Commissioners

Controller

Court Administration

CASA

District Attorney

Divorce Masters

Drug & Alcohol

Emergency Management Agency

Emergency Services

Human Resources

Human Services

Information Services

Juvenile Probation

Mental Health/Mental Retardation

Payroll

Penn State Cooperative Extension

Public Defender

Purchasing

Recorder of Deeds

Risk Management

Treasurer

Voter Registration/Elections

Weights & Measures

8:15 a.m. – 4:30 p.m.

Clerk of Courts

8:30 a.m. – 4:30 p.m.

Law Library

Parks

PFA Office

Prothonotary

Solicitor

Traffic Safety

Veteran's Affairs

24 Hours/Day – 7 Days/Week

Emergency Operations Center (911)

Pleasant Acres Nursing & Rehabilitation Center

Prison

Sheriff

Youth Development Center

## **8. MEETING SCHEDULE**

### **A. Commissioners' General Meeting**

Motion was made by Commissioner Hoke, seconded by Commissioner Reilly and unanimously carried to schedule the Commissioners' General Meeting weekly on Wednesday at 10:00 a.m.

## **9. CONDUCTION OF COMMISSIONERS' MEETINGS**

### **A. Roberts' Rules of Order**

Commissioner Hoke made a motion, seconded by Commissioner Reilly and unanimously carried to adopt Roberts' Rules of Order as revised to conduct the Commissioners' Meeting.

## **10. OTHER BUSINESS**

Chuck Noll expressed his appreciation to the department heads for all of their hard work and services that they provide to the County of York.

## **11. 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 3:07 p.m.

Respectfully submitted

Charles R. Noll  
Administrator/Chief Clerk