

**COUNTY COMMISSIONERS' WORK SESSION AGENDA**

**TUESDAY, JANUARY 8, 2019**

**10:00 a.m. – Conference Room #701, 7<sup>th</sup> Floor**

**10:00 a.m.**

**EXECUTIVE SESSION ANNOUNCEMENT**

**PUBLIC SESSION:**

Approval of the October 30, 2018 Work Session Minutes, November 13, 2018 Work Session Minutes, December 4, 2018 Work Session Minutes and December 11, 2018 Work Session Minutes. Postpone approval of the December 18, 2018 Work Session Minute.

**10:00 a.m.**

Eric Bachman, Haz Mat Administrator/Planner, Emergency Management Agency – Grant Agreement (please refer to Resolution No. 1 of 2019 on tomorrow's agenda)

**10:05 a.m.**

Judith Erb, Executive Director, Behavioral Health/Developmental Services – Amended Agreements (please refer to motion on tomorrow's agenda)

**10:10 a.m.**

James Cowhey, Executive Director, and Bob Bini, Director for Transportation Planning, Planning Commission – PennDOT Agreement – Work Order (please refer to motion on tomorrow's agenda)

**Other Discussion Items:**

1. Appointments/Reappointments:
  - Office of Aging Advisory Council – Re-appointments
  - Lancaster County Convention Center Authority – Appointment
2. January 9, 2019 Commissioners' Meeting Agenda

**Adjourn**

**Note:** *The Work Session is being audio recorded. We ask that attendees speak into the microphone for audio recording purposes.*

**RESOLUTION NO. 1 OF 2019**

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_;

**WHEREAS**, Philip A. Colvin, Director of the Lancaster County Emergency Management Agency, proposes that the Lancaster County Emergency Management Agency apply for Hazardous Material Response Grant Funding with the Pennsylvania Emergency Management Agency to support the County's hazardous material safety program initiatives in the amount of \$56,596.85 for the period July 1, 2018 through June 30, 2019; and

**WHEREAS**, the County of Lancaster, having reviewed said grant, desires to apply for Hazardous Material Response Grant Funding to cover the insurance renewal premiums for the County's volunteer Haz Mat Response Team, to support tuition-free hazardous material training to any Lancaster County public safety responder, to fund specialized training, and to purchase hazardous material training consumable supplies.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA** that Philip A. Colvin, Director of the Lancaster County Emergency Management Agency, is authorized to exercise his authority under Resolution No. 81 of 2018 to sign the Hazardous Materials Respond Fund Grant Agreement with the Pennsylvania Emergency Management Agency in the amount of \$56,596.85 for the period July 1, 2018 through June 30, 2019.

**DULY ORDAINED AND ENACTED** this 9<sup>th</sup> day of January, 2019 by the Board of Commissioners of the County of Lancaster, Pennsylvania, in lawful session duly assembled.

ATTEST:

\_\_\_\_\_  
Lawrence M. George, Chief Clerk  
County of Lancaster, PA  
Date: January 9, 2019

\_\_\_\_\_  
Joshua G. Parsons, Chairman

\_\_\_\_\_  
Dennis P. Stuckey, Vice Chairman

\_\_\_\_\_  
Craig E. Lehman

**Board of Commissioners of  
Lancaster County, Pennsylvania**

1/09/19

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request.**

**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Eric Bachman, Hazardous Materials Administrator  
 Department: Emergency Management  
 Date: January 2, 2019

**Board Action Requested:**

(Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Provider Information: (Name, Address):**

Approval of Grant Agreement for Hazardous Materials  
 Response Fund (HMRF) Grant  
 PEMA 1310 Elmerton Avenue | Harrisburg, PA 17110

**Proposed Program Budget Information:**

Service	2018-19 Amount to be Approved	2018-2019 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
HMRF Grant		56,596.85			100%

**Term of Contract:** July 1, 2018 – June 30, 2019

**Budget Comments:**

**Program Information/Description of Service:**

The HMRF grant is a 100% PEMA grant to support county hazardous material safety program initiatives. The grant budget is comprised of two categories. First is Haz Mat Team Operations Support. \$36,500 is budgeted for this category to cover the insurance renewal premiums required to allow the haz mat team to response to hazardous material incidents Throughout Lancaster County. The \$20,096.85 will be utilized to support tuition-free hazardous material training to any Lancaster County public safety responder to alleviate those costs from their home agencies. Also included in this category is sponsoring specialized training and purchasing hazardous material training consumable supplies, such as foam, to provide realistic, risk-based and skill enhancing training.

**Complete sections pertaining to bid awards and Request for Proposals:**

# of Bids Received	Is Proposed Contract to the Lowest Bidder (Y/N)	If No, Please Explain	Performance Bond Required?	Define Funding Source

**Complete Sections Pertaining to Construction Projects:**

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

**Date you would like the County Commissioners'**

**To take official action on this item?:**

January 9, 2018

**Who will be in attendance at the County Commissioners' Work Session? Please include name and title:**

Eric Bachman, Hazmat Administrator/Planner

**Who will be in attendance at the County Commissioners Meeting to comment on this item? Please include name and title:**

Eric Bachman, Hazmat Administrator/Planner

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday prior to the County Commissioners' Work Session and Commissioners' Meeting. Please don't wait until the deadline to submit the request. When there is a holiday, the request must be submitted no later than 12:00 noon on the Tuesday prior to the Meetings. Exceptions to this deadline must be approved by the County Administrator.**

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of Behavioral Health/Developmental Services (BH/DS), to approve the following:

1. **Amended Agreement No. 1 With:** Goodwill Keystone Area  
Harrisburg, Pennsylvania

**Purpose:** To decrease service line W7237 due to individual's funding stream change.

**Amount/Term:** Decrease the amount of the existing contract by \$3,611.14, for a total contract amount not to exceed \$79,692.01 for Fiscal Year 2018-2019.
  
2. **Amended Agreement No. 1 With:** Language Line Services  
Monterey, California

**Purpose:** To increase contract cap based on projected utilization of interpretation services.

**Amount/Term:** Increase the amount of the existing contract by \$6,065.00, for a total contract amount not to exceed \$10,300.00 for Fiscal Year 2018-2019.
  
3. **Amended Agreement No. 1 With:** WeeTalk Speech & Language Services  
Reading, Pennsylvania

**Purpose:** To increase service line caps for 92507 Speech Therapy and 97110 Physical Therapy based on projected utilization of services.

**Amount/Term:** Increase the amount of the existing contract by \$44,273.44, for a total contract amount not to exceed \$65,152.06 for Fiscal Year 2018-2019.

1/09/19

# REQUEST SUMMARY

## ITEMS FOR COMMISSIONERS' AGENDA ON

from

## LANCASTER COUNTY BEHAVIORAL HEALTH/DEVELOPMENTAL SERVICES

Item #	Unit	Name of Contract Provider	Term	Budget Amount Being Requested	Percent of Increase/Decrease	Goals (Define goals by percentages when applicable)	Trends
1	IDD	Goodwill Keystone Area	07/01/18 - 06/30/19	\$79,692.01	4.33% Decrease	Provides community participation, small employment services to individuals being served by Lancaster County Intellectual & Developmental Disabilities.	Amendment #1: The number of units for service line W7237 is being decreased because an individual's funding stream changed (-\$3,611.14.)
2	EI	Language Line Services	07/01/18 - 06/30/19	\$10,300.00	143.21% Increase	Provides interpretation services to individuals being served by Lancaster County Early Intervention.	Amendment #1: Increase contract cap based on projected utilization (+\$6,065)
3	EI	WeeTalk Speech & Language Services	07/01/18 - 06/30/19	\$65,152.06	212.53% Increase	Provides occupational, physical, and speech therapies to individuals being served by Lancaster County Early Intervention.	Amendment #1: Increase service line caps for 92507 Speech Therapy (+\$38,747.20) and 97110 Physical Therapy (+\$5,526.24) based on projected utilization.

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the Planning Commission, to approve the following:

**Agreement No. 521160 -  
Work Order No. 2-A With:**

Pennsylvania Department of Transportation  
Transportation Planning and Programming  
Harrisburg, Pennsylvania

**Purpose:**

To provide additional Unified Planning Work Program (UPWP) funds for the development of a new Metropolitan Transportation Plan (MTP) for Lancaster County that will meet the Federal requirements for the Lancaster County Metropolitan Planning Organization's long-range transportation plan and serve as the transportation element of *places2040*. Funds will be used to procure consulting services to assist in the development of the MTP and to procure a one-year license for use of the MetroQuest web-based public engagement and survey tool.

**Amount/Term:**

Increase the amount of the existing contract by \$400,000.00 (100% Federal Highway funding), for a total contract amount not to exceed \$1,978,000.00 from the date of execution through June 30, 2020.

1/09/19

# REQUEST SUMMARY

## ITEMS FOR COMMISSIONERS' AGENDA ON JANUARY 9, 2019

from

James R. Cowhey, AICP, Executive Director, Planning Commission

Item #	Name of Contract Provider	Term	Amount being Requested	Percent of Increase/Decrease	Goals (Define goals by percentages when applicable)	Trends
1.	PENNDOT - Agreement 521160, W.O.2-A	Effective from Full Execution through 6/30/2020	\$400,000.00 FHWA provided by PENNDOT agreement 521160, Work Order 2-A.  100% Federal Highway funding		The added funds are for development of a new Metropolitan Transportation Plan (MTP) for Lancaster County that will meet the Federal requirements for the Lancaster County Metropolitan Planning Organization's long-range transportation plan and serve as the transportation element of <i>places2040</i> . Funds will be used to procure consulting services to assist in development of the MTP, and to procure a one-year license for use of the MetroQuest web-based public engagement and survey tool.	The County agrees to develop a new Metropolitan Transportation Plan (MTP) for Lancaster County that will meet the Federal requirements of the Lancaster County Metropolitan Planning Organization's long-range transportation plan and serve as the transportation element of <i>places2040</i> .  Amendment of the Annual PENNDOT Unified Planning Work Program (UPWP).



Work Session 1/8/2019

**Office of Aging Advisory Council**

Re-appointments: Second Three-year term – January 1, 2019 through December 31, 2021

**Ms. Gloria Schleicher**

494 Northlawn Drive

Lancaster, PA 17603

**Reverend Joseph Burchill**

210 Pitney Road

Lancaster, PA 17602

Lancaster County residents.



## Office of Aging

150 North Queen Street  
Suite #415

Lancaster, PA 17603

Phone: 717-299-7979

800-801-3070

Fax: 717-295-2070

717-293-7234

E-mail: [aging@co.lancaster.pa.us](mailto:aging@co.lancaster.pa.us)

[www.lancoaging.org](http://www.lancoaging.org)

December 17, 2018

### County Commissioners

Joshua G. Parsons

Dennis P. Stuckey

Craig E. Lehman

### Executive Director

Lon R. Wible

Joshua G. Parsons, Chairman  
Board of County Commissioners  
150 N. Queen Street, Suite 715  
Lancaster, PA 17603

Dear Commissioner Parsons:

### RE: OFFICE OF AGING ADVISORY COUNCIL 2019- REAPPOINTMENTS

The following names are submitted for your consideration and reappointment to the Lancaster County Office of Aging Advisory Council. Both have completed their first three-year term and are interested in remaining with the Council for a second three-year term, January 1, 2019-December 31, 2021. They include:

1. Gloria Schleicher
2. Reverend Joseph Burchill

Thank you for the opportunity to recommend these candidates. We look forward to hearing from you regarding these appointments.

Sincerely,

John G. Walker, MD, Chairman

Lancaster County Office of Aging Advisory Council



Work Session 1/8/2019

Lancaster County Convention Center Authority

County appointment to fill the unexpired term of Brandon Danz: Term from January 8, 2019 through September 15, 2019

Mr. Thomas M. Showers  
1990 Pickering Trail  
Lancaster, PA 17601

Lancaster County resident

**THOMAS M. SHOWERS**

1990 Pickering Trail  
Lancaster, Pennsylvania 17601  
(717) 405-7168 – Mobile  
E-mail: [tmshowers@comcast.net](mailto:tmshowers@comcast.net)

**COMMERCIAL BANKING PROFESSIONAL**

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Accomplished professional with expertise in building strategic client relationships through effective sales and marketing initiatives. An active community leader with strong communication skills and the ability to develop rapport with diverse clientele.

- Excellent interpersonal skills
- Self motivated relationship manager with strong skills in business development, public speaking and negotiation who consistently meets or exceeds annual goals
- Ability to multitask, learn new procedures and technologies

**PROFESSIONAL EXPERIENCE**

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**Senior Vice President / Business Services Officer**

**2013 - Present**

*Branch Banking & Trust*

Responsible for business development and business banking. Managing a portfolio of \$123 million in average outstanding balances comprised of 115 relationships. This includes conventional term loans, real estate, lines of credit and swaps to a diverse spectrum of businesses. Additional duties include, leading and evaluating two commercial team members as well as achieving goals for referrals in investments, deposits, insurance and other services related to corporate banking.

**Vice President /Commercial Banking Officer**

**2008 - 2013**

*National Penn Bank*

Accountable for business development and commercial banking. Managing a portfolio of \$70 million of commitments comprised of 280 notes. Additional duties included achieving goals related to referrals for investments, deposit, insurance and peripheral services relating to business banking.

**Senior Vice President /Regional Market Manager**

**2004 – 2008**

*Bank of Lebanon County*

Responsible for leading and managing the sales and operating functions of Bank of Lebanon County, a division of BLC Bank, N.A. Duties included managing the balance sheet and operating results as well as supervision and evaluation of eight staff members.

**Vice President/Commercial Loan Officer**  
*Bank of Lancaster County, N.A.*

**1994 – 2004**

**Vice President, Corporate Banking**  
*Lebanon Valley National Bank*

**1981–1994**

## **EDUCATION**

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**Bachelor of Science: Business Administration**  
*Elizabethtown College*

**Pennsylvania Bankers Association**  
Executive Leadership Program  
Commercial Lending School, Bucknell University, Lewisburg, PA

## **COMMUNITY INVOLVEMENT**

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**Lancaster Housing Opportunity Partnership**  
Lancaster, Pennsylvania

- Board Member

**EDC Finance Corporation Business Plan Committee**  
Lancaster, Pennsylvania

**Manheim Area Economic Development Corporation**  
Manheim, Pennsylvania

- Served as President
- Established Keystone Opportunity Zone
- Secured Business In Our Sites grant and loan totaling \$9.4 million
- Directly led to 150 jobs

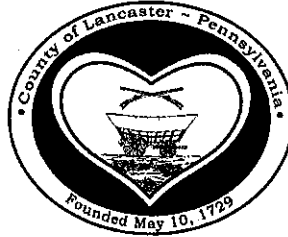
**Manheim Borough Council**  
Manheim, Pennsylvania

- Served as President
- Established Regional Recreation Commission
- Established Regional Economic Development Corporation

# LANCASTER COUNTY COMMISSIONERS' MEETING AGENDA

Wednesday, January 9, 2019

9:15 a.m. – Conference Room #701, 7<sup>th</sup> Floor



1. Meeting Called to Order: This morning's meeting will be conducted by Commissioner Joshua G. Parsons.
2. Pledge of Allegiance
3. Minutes as Distributed: Postpone approval of the September 18, 2018 Evening Commissioners' Meeting Minutes, October 24, 2018 Commissioners' Meeting Minutes, November 21, 2018 Commissioners' Meeting Minutes, November 27, 2018 Special Commissioners' Meeting Minutes, December 5, 2018 Commissioners' Meeting Minutes, December 12, 2018 Commissioners' Meeting Minutes, December 19, 2018 Commissioners' Meeting Minutes, December 26, 2018 Commissioners' Meeting Minutes and January 2, 2019 Commissioners' Meeting Minutes.
4. Old Business:
  - a. **Pennsylvania Department of Transportation (PennDOT) Master Reimbursement Agreement**  
Commissioner Dennis P. Stuckey  
James Cowhey, Executive Director, Planning Commission  
Bob Bini, Director for Transportation Planning, Planning Commission
  - b. **Lancaster County Transportation Authority Proposal**  
Commissioner Dennis P. Stuckey
5. New Business:
  - a. **Resolution No. 1 of 2019 – Emergency Management Agency - Grant Agreement**  
Eric Bachman, Haz Mat Administrator/Planner, Emergency Management Agency
  - b. **Behavioral Health/Developmental Services – Amended Agreements**  
Judith Erb, Executive Director, Behavioral Health/Developmental Services

"continued"

**County Commissioners' Meeting Agenda**

**Wednesday, January 9, 2019**

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c. **Planning Commission – PennDOT Agreement – Work Order**

James Cowhey, Executive Director, Planning Commission

Bob Bini, Director for Transportation Planning, Planning Commission

6. Business from Guests

7. Adjourn

***Note: The Commissioners' Meeting is being video recorded for public viewing and is available on the County's website. We ask that attendees speak into the microphone at the podium for audio recording purposes.***

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the Planning Commission, to approve the following:

**Master Reimbursement Agreement With:**

Pennsylvania Department of Transportation (PennDOT)  
Harrisburg, Pennsylvania

**Purpose:**

To provide funding for the development of transportation projects and transportation-related projects to be performed by the County pursuant to the terms and conditions set forth in the Agreement.

The projects contemplated by this Agreement are projects that would otherwise be completed by PennDOT, and PennDOT is willing to reimburse certain categories of project costs consistent with the limitations set forth in the Agreement.

**Scope of Services:**

The County shall perform services in the field of design and, where applicable, construction of transportation projects and transportation-related projects identified and funded through the Lancaster County Planning Commission's Long Range Plan, the Twelve-Year Plan, or the Transportation Improvement Program for Lancaster County.

For each project for which a County Work Order is prepared, the County through its officials, designees and municipal engineer shall participate in the oversight, administration, and project management of each phase of the project, including preliminary engineering, environmental studies, final design, utility relocation, right-of-way acquisition, and, where applicable, construction of improvements, at the location(s) identified in the County Work Order.

**Cost and Funding:**

PennDOT will pay the County the actual costs incurred for the work outlined in each County Work Order issued pursuant to this Agreement. Total costs shall not exceed \$5,000,000.00. PennDOT will not reimburse the County for additional or extra work done or materials furnished that are not specifically provided for in the approved plans and specifications for each Work Order unless PennDOT has issued prior written approval. The County shall be responsible for all costs incurred in excess of those eligible for federal-aid or state-aid participation.

**"continued"**



**Term:**

The term of this Agreement shall begin on the effective date of contract execution and terminate five years from that date.