

## **COUNTY COMMISSIONERS' WORK SESSION AGENDA**

**TUESDAY, FEBRUARY 4, 2020**

**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 15, 2019 Work Session Minutes, January 7, 2020 Work Session Minutes and January 21, 2020 Work Session Minutes. Postpone approval of the December 3, 2019 Work Session Minutes, December 24, 2019 Work Session Minutes and January 28, 2020 Work Session Minutes.

**10:00 a.m.**

Eric Bachman, Hazardous Materials Administrator, Emergency Management Agency – 2019 Hazardous Materials Emergency Response Preparedness Report (please refer to motion on tomorrow's agenda)

**10:05 a.m.**

Dale Brubaker, Grant Specialist, District Attorney's Office, and Sergeant Robert Whiteford, Lancaster City Bureau of Police – Pass-Through Agreement for Pennsylvania Automobile Theft Prevention Authority Grant (please refer to motion on tomorrow's agenda)

**10:10 a.m.**

Charles Schmidt, Deputy Chief County Detective, District Attorney's Office, and Carolyn Gabriel, Senior Buyer, Purchasing – Lease Agreement for Portable Radios (please refer to motion on tomorrow's agenda)

### **Other Discussion Items:**

#### **1. Appointments/Reappointments:**

- Lancaster County Solid Waste Management Authority Citizens Advisory Committee - Appointment

#### **2. February 5, 2020 Commissioners' Meeting Agenda**

### **Adjourn**

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

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the Emergency Management Agency, to adopt Lancaster County's Hazardous Materials Emergency Response Preparedness Report for calendar year 2019, which is a prerequisite to be considered for a State Hazardous Materials Response Grant.

2/05/20

**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 Agency  
 Date: January 24, 2020

**Board Action Requested:** Approve the 2019 Hazardous Materials Emergency Response Preparedness Report which is a prerequisite for the County to be considered for a State Hazardous Materials Response Grant  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Provider Information: (Name, Address):** Pennsylvania Emergency Management Agency  
 1310 Elmerton Avenue  
 Harrisburg PA 17110

**Proposed Program Budget Information:**

Service	2020/2021 Amount to be Approved	2019/2020 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)

**Term of Contract:** \_\_\_\_\_

**Budget Comments:** \_\_\_\_\_

**Program Information/Description of Service:**

PA Act 165 (Hazardous Materials Emergency Planning and Response Act) requires counties to file an annual report that illustrates its hazardous materials safety program. The report includes a threat overview of the facilities, transportation, and infrastructure hazards that can impact the county. It also includes an overview of the counter-measures the county implements to counter those treats such as our fixed-facility and infrastructure planning efforts and sponsorship of

County-wide hazardous materials training for public safety first responders. The report also requires financial information regarding income (verified by the Treasurer's office) from chemical and planning fees in accordance with Lancaster County Ordinance 27. This report, reflective of Calendar Year 2019 statistics, also serves as the prerequisite and application for the annual state Hazardous Materials Response Fund.

**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'**

February 5, 2020

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

Eric Bachman

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

Hazardous Materials Administrator

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

Eric Bachman

Hazardous Materials Administrator

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# Single Application for Assistance

**Web Application Id:** 8374711

**Applicant:** Lancaster County

**Program Selected:** Hazardous Material Response Fund (HMRF)

## Project Narrative

### Program Overview

1. Provide a general statement of the actual and potential threats to public health and safety and to the environment resulting from the presence of hazardous materials in the county. Include program needs and future impacts.

2019 saw several incidents that threatened the public health and safety as well as to the environment. The threats resulted from transportation and fixed facility incidents. Some of the notable incidents included; a 5,000 pound release of anhydrous ammonia from a food processing facility in northern Lancaster County due to a system malfunction; a 52 pound release of chlorine from a castings facility in central Lancaster County from a valve malfunction; a 25 pound release of anhydrous ammonia from rooftop piping from damage sustained from a high wind event; a 2 gallon spill of formaldehyde at a healthcare facility; and a 730 pound anhydrous ammonia release from a food processing facility in eastern Lancaster County due to a malfunctioning condenser unit.

Many others involved hydrocarbons from transportation incidents and three were several that that caused environmental concern due to releases into local waterways. Potential threats to public health and future impacts continue to increase as the industrial and transportation profile continues to grow. This is validated in the annual chemical reporting statistics and the growing number of SARA facilities requiring the development of off-site emergency response plans. Additionally, transmission pipeline infrastructure continues to grow as the Sunoco Mariner East 2 NGL pipeline installation through Lancaster County is complete and awaiting completion on other sections outside of Lancaster County before it is operational.

### SUMMARY OF EVENTS AND DEVELOPMENTS DURING THE REPORTING PERIOD

2. Provide a brief summary of the status, capabilities, capability gaps, and issues with the County's Hazardous Materials Safety Program.

The County Hazardous Materials Safety Program is comprised of several facets including planning, training and response. The planning element involves the development and maintenance of off-site emergency response plans that are required for facilities that use, store or manufacture Extremely Hazardous Substances (EHS). These sites are referred to as SARA Facilities. The County (with the assistance of the Local Emergency Planning Committee of Lancaster County) develops off-site consequence plans for known facilities with an EHS. For more than 200 in- and out- of county SARA Facilities known to host at least one EHS above planning thresholds, a plan is in place and annually reviewed for accuracy. In addition to SARA facility plans, the County/LEPC is engaged in other planning initiatives to counter the adverse affects of other hazardous material situations. The County/LEPC maintains a plan specific to Crude Oil Unit Trains. The number of weekly shipments fluctuates and according to national news reports, the processing of crude oil is on the increase. In addition, the County/LEPC developed and maintains a plan specific to transmission pipelines. There is also a separate plan for the distribution of natural gas emergencies. A gap exists with local agencies becoming familiar with these specialized plans.

Planning capability gaps that are being addressed include development of off-site consequence plans for non-EHS' that can threaten public safety such as bulk fuel facilities. Additional planning efforts are planned for rail transit beyond the crude oil corridor to account for other hazardous commodity releases. The second safety program component is training which is a continuous cycle of initial and refresher training in accordance with OSHA and NFPA. We will continue supporting program costs for all haz mat training levels to ensure availability of response resources for the enhances protection of the citizenry and

## Single Application for Assistance

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### Project Narrative

responders. Another gap is funding which grants are necessary to meet the hazardous materials training needs and demands.

The third safety program element is response. The county is serviced by a state-certified and all-volunteer team. Like other volunteer agencies, staffing is a constant challenge which is why training programs for other county agency personnel is essential. The team has an aging fleet and apparatus maintenance issues support replacement needs. The team is researching cost-effective replacement options.

3. Identify all violations of Act 165 of 1990, as amended, that occurred during the reporting period. Provide the subsequent enforcement actions taken or contemplated by the county.

There were no reported violations of Act 165 of 1990, as amended, during the 2019 calendar year. Because there were no known violations, there were no enforcement actions taken.

4. Describe the plans developed and updated during the reporting period.

During 2019, there were several additions to the active SARA facility list for Lancaster County. These additions were identified through increased education of SARA Title III to local business and industry as well as thorough review of Tier II Chemical Inventory Report information. Additionally, referrals from fire departments regarding facilities suspected of using hazardous materials were initiated by the LEPC. In 2019, more than 400 facilities were listed as having hazardous materials at or above reporting thresholds. The County/LEPC continued development and review of the SARA Title III Off-Site Response Plans. In 2019 the LEPC approved 8 new off-site response plans and updated and favorably reviewed 179 off-site plans. In addition, 13 border county facility plans were updated. For Calendar Year 2019 a total of 200 (187 in county and 13 out of border county) were updated. This represents 100% overall compliance in approved required plans and 100% compliance in approved plan updates.

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the District Attorney's Office, to approve the following:

**Pass-Through Agreement Between:** City of Lancaster  
Lancaster, Pennsylvania

and

District Attorney of Lancaster County  
Lancaster, Pennsylvania

**Purpose:** To authorize the signing of the pass-through agreement for the continuation of the Pennsylvania Automobile Theft Prevention Authority grant to combat and reduce automobile thefts, improve and support automobile theft law enforcement and administration, and improve and support automobile theft prosecution in the City and County of Lancaster.

**Amount:** The grant will reimburse the District Attorney's Office for 50% of the assigned Assistant District Attorney's salary and benefits, 50% of parking, and provide usage of a cell phone for the grant period.

**Term:** July 1, 2020 through June 30, 2022.

2/05/20

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: Dale Brubaker  
 Department: District Attorney  
 Date: January 13, 2020

**Board Action Requested:**  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)  
 Signing a pass-through agreement between the City of Lancaster and the County of Lancaster for The PA Automobile Theft Prevention Authority

**Provider Information: (Name, Address):**  
 Lancaster City Police / PA Automobile Theft Prevention Authority  
 Harrisburg, PA

**Proposed Program Budget Information:**

Service	2020-2021 Amount to be Approved	2019-2020 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
N/A					

**Term of Contract:** July 1, 20~~18~~<sup>20</sup> to June 30, 20~~20~~<sup>22</sup>

**Budget Comments:**

**Program Information:**

**Description of Service:**

The signing of the pass-through agreement between the City of Lancaster and the County of Lancaster for the continuation of the Pennsylvania Automobile Theft Prevention Authority Grant for the period of July 1, 2020 to June 30, 2022. The grant will reimburse the DA's Office for 50% of the ADA's salary and benefits, 50% of parking and provide usage of a cell phone for the grant period. The ADA will be designated to prosecute auto-theft cases by the District Attorney.



**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

February 5, 2020

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

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

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

Dale Brubaker, Grant Specialist  
Sgt. Whiteford, LCBP

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

Dale Brubaker, Grant Specialist  
Sgt. Whiteford, LCBP

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**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 the District Attorney's Office, to approve the following:

**Lease Agreement With:**

U.S. Bancorp Government Leasing and Financing  
Denver, Colorado

**Purpose:**

To lease 35 portable radios for the District Attorney's Office for communication use among detectives.

**Amount:**

Not to exceed \$75,709.80 for a period of five years commencing February 19, 2020 utilizing a State contract.

2/05/20

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: Carolyn Gabriel  
 Department: Purchasing  
 Date: February 5, 2020

**Board Action Requested:**

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

Lease agreement approval

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

U.S. Bancorp Government Leasing and Financing

950 27<sup>th</sup> Street, 8<sup>th</sup> Floor

Denver, CO 80202

**Proposed Program Budget Information:**

Service	2020 - 2024 Amount to be Approved	2020-2021 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Lease of 35 radios for the District Attorney's Office	\$75,709.80	\$15,141.96			

**Term of Contract:** 5-year lease - Commencing Feb. 19, 2020.

**Budget Comments:** Payment of \$1,261.83/month

**Program Information:**

**Description of Service:** Lease of 35 portable radios for the District Attorney's Office for communication use between detectives. The lease is for 5 year at a cost of \$69,895.00, with an interest rate of 3.19%, making the total price for the 5-year period \$75,709.80. The quote for the radios is off a state contract, and we will receive a credit for trade-in of our old radios.

**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
N/A	N/A	Part of 2011 911 Radio PA State Contract	No	

**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:**

February 5, 2020

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

Charles Schmidt, Deputy Chief DA's Office  
Carolyn Gabriel, Senior Buyer Purchasing

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

Charles Schmidt, Deputy Chief DA's Office  
Carolyn Gabriel, Senior Buyer Purchasing

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Work Session 2/4/2020

**Lancaster County Solid Waste Management Authority  
Citizens Advisory Committee**

**Appointment - 1 year term through December 31, 2020**

Mr. Stephen L. Mohr  
Chairman, Board of Supervisors  
Conoy Township  
211 Falmouth Road  
Bainbridge, PA 17502

Lancaster County resident

January 24, 2020

1299 HARRISBURG PIKE | PO BOX 4425 | LANCASTER, PA 17604  
PHONE: 717-397-9968 | FAX: 717-397-9973

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

Ms. Christine Carrigan  
County Commissioners' Office  
150 North Queen Street  
Administration Building, Suite 715  
Lancaster, PA 17603  
(submitted via email to ([ccarrigan@co.lancaster.pa.us](mailto:ccarrigan@co.lancaster.pa.us)))

RE: Recommendation of New Candidate for LCSWMA Citizens Advisory Committee

Dear Ms. Carrigan,

The Lancaster County Solid Waste Management Authority (LCSWMA) would like to submit Stephen L. Mohr, Sr. as a new candidate for consideration by the Lancaster County Commissioners to appoint to LCSWMA's Citizens Advisory Committee (CAC) for 2020.

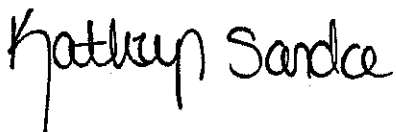
Mr. Mohr currently serves as Chair of the Conoy Township Board of Supervisors and has been identified by LCSWMA staff as an excellent potential candidate to serve on the CAC. A brief bio for Ms. Mohr is attached to this letter. Our bylaws stipulate that we have a representative from each of our host municipalities. As Conoy Township is one of those host municipalities, Mr. Mohr would serve as that representative.

Mr. Mohr's contact information is as follows:

Stephen L. Mohr, Chairman  
Board of Supervisors  
Conoy Township  
211 Falmouth Rd.  
Bainbridge, PA 17502  
Office: 717-278-8542  
Email: [SMohr@conoytownship.org](mailto:SMohr@conoytownship.org)  
Website: <https://conoytownship.org/>

Should the Commissioners require additional information or have questions about this recommendation, please don't hesitate to contact me at (717) 735-0188 or [ksandoe@lcswma.org](mailto:ksandoe@lcswma.org).

Sincerely,



Kathryn Sandoe  
Chief Commercial Officer

Attachment

**Stephen L. Mohr, Sr**

**PO Box 103, Bainbridge, PA 17502**

**717-278-8542**

**Conoy Twp resident for 60 years - birthdate April 12, 1950**

**Born in Bainbridge**

**Married 50 years to Mary Ann Mohr, High School Sweetheart 4 children,  
3 grandchildren**

**Co-owner and operator with wife of Mohr's Farm-**

**Co-owner and operator with wife of Island Exotic Hunts**

**Co-owner and operator with wife of Mohr's Widowmaker Lures**

**Conoy Twp supervisor for 34 years, chairman of board 32 years-current**

**Member ST. Luke's Lutheran church- treasurer 40 years- current**

**Member PA Game Commission Board of Commissioners- 1997-2005-  
appointed by Gov. Tom Ridge**

**Coordinator of annual Fishing Derby for local youth for 35 years, current**

**Past commissioner of Conoy Twp Athletic Assoc.**

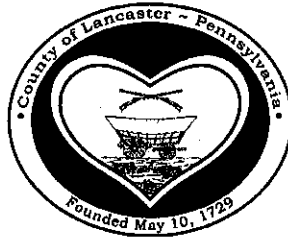
**Leader and developer of Northwest River Trail**

**Served on Municipal Advisory Committee during construction of Waste  
to Energy Facility**

# LANCASTER COUNTY COMMISSIONERS' MEETING AGENDA

Wednesday, February 5, 2020

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: Approval of the January 22, 2020 Commissioners' Meeting Minutes. Postpone approval of the January 15, 2020 Commissioners' Meeting Minutes and January 29, 2020 Commissioners' Meeting Minutes.
4. Old Business:
5. New Business:
  - a. **Presentation of "Black History Month" Proclamation**  
Blanding Watson, President, Lancaster Chapter of the NAACP
  - b. **Emergency Management Agency – 2019 Hazardous Materials Emergency Response Preparedness Report**  
Eric Bachman, Hazardous Materials Administrator, Emergency Management Agency
  - c. **District Attorney's Office – Pass-Through Agreement for Pennsylvania Automobile Theft Prevention Authority Grant**  
Dale Brubaker, Grant Specialist, District Attorney's Office  
Sergeant Robert Whiteford, Lancaster City Bureau of Police
  - d. **District Attorney's Office – Lease Agreement for Portable Radios**  
Charles Schmidt, Deputy Chief County Detective, District Attorney's Office  
Carolyn Gabriel, Senior Buyer, Purchasing
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.*





**County Commissioners**

Joshua G. Parsons, Chairman  
Ray D'Agostino, Vice-Chairman  
Craig E. Lehman

# PROCLAMATION

## Black History Month

February 5, 2020

WHEREAS, Carter G. Woodson, noted African American scholar and historian, founded "Black History Week," the second week in February, on February 12, 1926; and

WHEREAS, In 1976, as part of the nation's bicentennial, "Black History Week" was expanded and established as "Black History Month" with the hope that through this special observance all Americans would be reminded of their ethnic roots and develop a mutual respect for the contributions of all racial groups in America; and

WHEREAS, The month of February is significant and recognized in African American history for the accomplishments and contributions of great African American pioneers and institutions, such as Frederick Douglass, W.E.B. DuBois, George Washington Carver, Langston Hughes, Eubie Blake, Ida B. Wells-Barnett, Mary McLeod Bethune, Harriet "Moses" Tubman, Barack Obama, the NAACP, and Tuskegee Institute; and

WHEREAS, African Americans have endured tremendous personal, social, economic and political injustices since the dawn of their enslavement; and

WHEREAS, These injustices notwithstanding, African Americans have made limitless contributions to society in medicine, science, art, religion, education, entertainment and the humanities; and

WHEREAS, We owe a great deal of gratitude to African Americans for their contributions, and for their efforts to help pioneer the way toward social and economic equality and justice; and

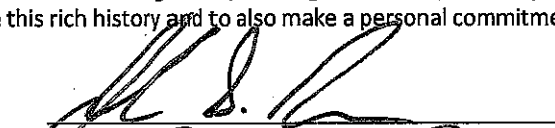
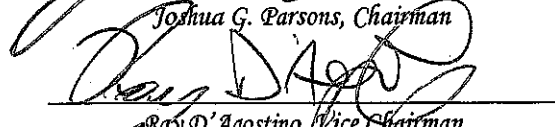
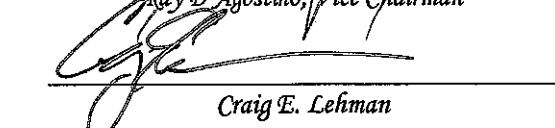
WHEREAS, "Black History Month" draws our collective attention to the facts and experiences of African Americans in this country from slavery, through the abolitionist movement; through the backlash of the oppressive laws of "Jim Crow" and the legalized institutional separation of the races; through the Harlem Renaissance; through the Civil Rights movement; and to the numerous and significant gains of freedom by agents of change like Sojourner Truth, Reverend Dr. Martin Luther King, Jr., Madam CJ Walker, Medgar Evers, Rosa Parks, Thurgood Marshall, Fannie Lou Hamer and John Lewis; and

WHEREAS, We are all indebted to these leaders as well as to the victims and the silent heroes for their immeasurable struggles and sacrifices and to all who have worked and are working to end discrimination, hatred and bigotry throughout society.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA, that the County of Lancaster does hereby celebrate the month of February 2020 as -----  
Black History Month-----

in Lancaster County. The Lancaster County Board of Commissioners recognize and appreciate the many benefits of "Black History Month" to our citizenry and to our culture in general, and urge all Lancaster County residents to take the opportunity during this month to explore this rich history and to also make a personal commitment to help bring our nation closer to realizing racial equity.



  
\_\_\_\_\_  
Joshua G. Parsons, Chairman  
  
\_\_\_\_\_  
Ray D'Agostino, Vice Chairman  
  
\_\_\_\_\_  
Craig E. Lehman

Board of Commissioners of  
Lancaster County, Pennsylvania

