

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

**TUESDAY, MARCH 17, 2020**

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

**10:00 a.m.**

### **EXECUTIVE SESSION ANNOUNCEMENT**

#### **PUBLIC SESSION:**

Postpone approval of the March 10, 2020 Work Session Minutes.

#### **RE-ANNOUNCEMENTS:**

- An Evening Commissioners' Meeting is scheduled for Wednesday, March 18, 2020 at 7 p.m. at the Mount Joy Township Municipal Building, 8853 Elizabethtown Road, Elizabethtown, Pennsylvania. There is no Commissioners' Meeting scheduled for Wednesday morning, March 18, 2020 at 9:15 a.m.
- There is no Work Session scheduled for Tuesday, March 24, 2020.

**10:00 a.m.**

Todd Kirkpatrick, Director, Public Safety Training Center – Memorandum of Understanding with Dauphin County as the Fiduciary Agent for the South Central Task Force (please refer to motion on tomorrow's agenda)

**10:05 a.m.**

Paul Weiss, Administrator, Department of Parks and Recreation, and John Ulaky, Grounds Superintendent, Facilities Management – Authorization to begin work on a potential agreement regarding the transfer of 29.7 acres of land in Chickies Rock County Park to Marietta Borough (please refer to motion on tomorrow's agenda)

**10:15 a.m.**

Charles Douts, Director, and Barry Garman, Project Manager, Facilities Management – Change Orders for Courthouse renovations and alterations project (please refer to motion on tomorrow's agenda)

**10:25 a.m.**

Matthew Sternberg, Executive Director, Lancaster County Housing and Redevelopment Authorities – Update of Land Bank Activities

### **Other Discussion Items:**

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

- Agricultural Preserve Board – Appointment  
Matt Knepper, Director of Agricultural Preserve Board, will attend meeting.

#### **2. March 18, 2020 Evening Commissioners' Meeting Agenda**

#### **3. March 18, 2020 Election Board 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 Public Safety Training Center (PSTC), to approve the following:

**Memorandum of Understanding**

**With:**

Dauphin County serving as the Fiduciary Agent for the South Central Task Force (SCTF)  
Harrisburg, Pennsylvania

**Purpose:**

To allow the PSTC to invoice the SCTF for facility usage, meetings, events and training. PSTC will provide the following services to support the SCTF regional planning, training and exercise program, as required by the SCTF:

- Delivery of NIMS and related incident command training programs including:
  - I. ICS 300 – Intermediate ICS for Expanding Incidents
  - II. ICS 400 – Advanced ICS Command and General Staff for Complex Incidents
  - III. Command and General Staff Training
  - IV. All-Hazard Incident Management Team Position-Specific Courses
  - V. Other NIMS-based training courses as requested by SCTF
- Specialized training courses related to exercises and meetings including:
  - I. EMS Task Force Orientation and Training
  - II. Hospital Emergency Response Team Training
  - III. SCTF Homeland Security Conference Education and Administration
  - IV. SCTF Subcommittee Workshops
  - V. Other SCTF Exercises, Workshops, Seminars, Meetings and Conferences as required by SCTF

**Fee Schedule:**

**Facility Services:**

PSTC internal rates for catering, room rentals, facility rentals and associated services will be provided to SCTF.

“continued”

**Public Safety Training Center – Memorandum of Agreement**

**Page 2**

Courses:

ISC 300 Course (24 students)	\$4,900.00
ISC 400 Course	\$3,500.00
All Hazards Incident Management Course (six days)	TBD
All Hazards IMT Position Specific Training	TBD
EMS Task Force Course	TBD

Instruction and Support Services:

Clerical Support	\$25.00/hour
Administrative/Professional Support:	
Exercise Design/Facilitation	\$75.00/hour
Course/Curriculum Development	\$75.00/hour
Project/Program Coordination	\$75.00/hour
Lead Instructor (General Programs)	\$50.00/hour
Lead Instructor Specialty Course	\$75.00/hour
NIMS Position Specific, Advanced Course	
Assistant Instructor (General Programs)	\$50.00/hour
Assistant Instructor Specialty Course	\$50.00/hour
NIMS Position Specific, Advanced Course	
Exercise Evaluator/Facilitator/ Controller	\$50.00/hour

For training and exercise activity not covered by the above fee schedule, but requested by the SCTF, the PSTC will charge actual costs incurred plus a reasonable administrative fee not to exceed 12% of the actual program costs.

Term:

Effective January 1, 2020 and shall renew annually on November 1 for additional one-year terms.

3/18/20

**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: Todd Kirkpatrick, Director  
 Department: Public Safety Training Center/EMA  
 Date: February 28, 2020

**Board Action Requested:**  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)  
Approve and sign updated MOU with the South-Central Task Force (SCTF) and Dauphin County as the Fiduciary for the SCTF. Allows for PSTC to invoice SCTF for facility usage, events and training. SCTF represented will then have Dauphin County BOC sign.

**Provider Information: (Name, Address):**  
Dauphin County, on behalf of the South-Central Task Force  
911 Gibson Boulevard, Steelton, PA 17113

**Proposed Program Budget Information:**

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

**Term of Contract:** January 1, 2020 - Unless sooner terminated in accordance with Paragraph VI, this Agreement shall renew annually on November 1 for additional one-year terms.

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

**Program Information/Description of Service:**

SCTF holds numerous meetings, events, classes at LCPSTC. Also allows for LCPSTC to be the Multi Agency Coordination Center for the SCTF/Regional during large scale disasters.

---



---



---



---



---

**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?:**

March 17, 2020 10 AM Workshop  
 March 18, 2020 7 PM meeting at MJ Twp.

---

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

Todd Kirkpatrick, Director

---

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

Todd Kirkpatrick, Director  
 Phil Colvin LEMA Director

---

**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.**

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster to authorize permission to the County's Department of Parks and Recreation to work with the County Solicitor's Office, the Pennsylvania Department of Conservation and Natural Resources, and Marietta Borough on a potential agreement regarding the transfer of 29.7 acres of land in Chickies Rock County Park to Marietta Borough.

3/18/20



Marietta Borough is currently preparing grant applications that involve the land in question, and the Parks Department is recommending that the County seek PA-DCNR approval of the transfer while simultaneously exploring a potential transfer agreement between the Borough and the County. If PA-DCNR approves the transfer, we would anticipate that a written agreement setting forth the terms of the transfer would be submitted to the Commissioners for their consideration at a future time.

**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

March 18, 2020

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

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

\_\_\_\_\_  
 Paul Weiss, Parks & Recreation Administrator  
 John Ulaky, Facility Management Groups Supt.

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

\_\_\_\_\_  
 Paul Weiss, Parks & Recreation Administrator  
 Sharon Bradnick, Marietta Borough

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

**This completed document must be submitted to the Chief Clerk by 9:00 am the Wednesday**

updated December 3, 2004







Mr. Paul Weiss  
Parks and Recreation Administrator  
**Lancaster Parks & Recreation**  
1050 Rockford Road  
Lancaster, PA 17602

Dear Mr. Weiss:

At last night's March Marietta Borough Council meeting, the Council voted unanimously in favor of taking over from Lancaster County Park's Commission the parcel of land, #420-49801-0-0000 and parcel of land #420-62343-0-0000, at the Eastern end of the Borough adjacent to the Northwest River Trail. It is understood and agreed upon by the Council that this land is to be only used as Open Park and Recreation Green space. Our Solicitor, Brandon Harter, our Secretary Treasurer, Sharon Bradnick and I were authorized by a vote of the Council to negotiate with you the transfer of the property from Lancaster County to Marietta Borough. Our immediate need and plans are to continue to apply for a series of grants that are already in progress to complete the trail running through this property as a green infrastructure and more developed park area to augment the appearance and usability of the trail. We appreciate the County's support in helping us make the trail more attractive and congruent with a green space that will help the municipalities and counties benefit from the trail, as well as enrich the experience for all the people coming to the trail from other locales.

Thank you,

A handwritten signature in cursive script that reads 'Glen Mazis'.

Glen Mazis  
Marietta Borough Council President.

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

1. **Change Order No. 1 With:** Lobar, Inc.  
Dillsburg, Pennsylvania

**Purpose:** To provide additional general construction services for the Lancaster County Courthouse renovations and alterations project on the fifth through seventh floors.

**Total Change Order:** **Add \$6,061.32**

**Total Project Cost:** **\$6,108,061.32**
  
2. **Change Order No. 2 With:** Lobar, Inc.  
Dillsburg, Pennsylvania

**Purpose:** To provide additional general construction services for the Lancaster County Courthouse renovations and alterations project on the fifth through seventh floors.

**Total Change Order:** **Add \$10,447.12**

**Total Project Cost:** **\$6,118,508.44**
  
3. **Change Order No. 1 With:** Jay R. Reynolds, Inc.  
Willow Street, Pennsylvania

**Purpose:** To provide additional plumbing construction services for the Lancaster County Courthouse renovations and alterations project on the fifth through seventh floors.

**Total Change Order:** **Add \$9,848.00**

**Total Project Cost:** **\$1,657,848.00**
  
4. **Change Order No. 1 With:** Cyprium Solutions  
East Petersburg, Pennsylvania

**Purpose:** To provide additional electrical construction services for the Lancaster County Courthouse renovations and alterations project on the fifth through seventh floors.

**Total Change Order:** **Add \$9,711.97**

**Total Project Cost:** **\$2,115,711.97**

**COVER SHEET**  
**FOR**

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

**Submitted by:** Name and Title: Barry Garman, Project Manager  
 Department: Facilities Management  
 Date: March 6, 2020

**Board Action Requested:**

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

CHANGE ORDERS

Lobar, Inc. - <i>general</i>	CO # 001	\$ 6,061.32
Lobar, Inc. - <i>general</i>	CO # 002	\$ 10,447.12
Jay R. Reynolds, Inc. - <i>plumb</i>	CO # 001	\$ 9,848.00
Cyprium Solutions, Inc. - <i>electrical</i>	CO # 001	\$ 9,711.97
<b>Total</b>		<b>\$ 36,068.41</b>

**Proposed Program Budget Information:**

Service	2010-11 Amount to be Approved	2010-2011 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co. State, Fed)

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

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

**Program Information:**

**Description of Service**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**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 Orders	Amount of Current Budget	Revised Total Budget Reflecting Change Order	Define Funding Source
\$ 36,068.41	\$ 14,319,000.00	\$ 14,355,068.40	Project Contingence

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

Wednesday March 18, 2020

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

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

Charlie Douts, Director Facilities Management  
Barry Garman, Project Manager Facilities Management

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

Charlie Douts, Director Facilities Management  
Barry Garman, Project Manager Facilities Management

**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 authorized by the Chief Administrative Officer.**

Work Session 3/17/2020

**Lancaster County Ag Preserve Board**

**Appointment to fill the vacancy of Gene Garber– 3- year term from March 2020 through February 2023**

Jered Hess  
432 S. Erisman Road  
Manheim, PA 17545

Candidate is a resident of the county.

# Jered Hess

432 S. Erisman Rd. | Manheim, Pa, 17545 | 717-587-9197 | Hesseeds.inc@gmail.com

**Objective:** To promote Agriculture and to serve and support those in my community.

## Education

- Lancaster Mennonite High School Class of 2001

## Work Experience

2015-Present

Hess Seeds & Services Inc. Manheim, Pa

I was given the opportunity to work with my Father in his seed business. He started selling seed for Pioneer in 1993 when the sales rep at that time was retiring. I grew up helping him haul seed out to the farmers and seeing the big equipment. I remember getting bored while dad just "talked forever". Now, that is one part of the job that I cherish, getting to talk and develop relationships with the farmers in my area. Becoming a trusted advisor and friend to many of my customers has been a highlight of the job. We do not just sell seed. We are a full service company that will sell, deliver, scout, give recommendations and support as needed all year long.

2007-2015

Musser's Bulk Water, Manheim, Pa

I drove tractor trailer for Musser's hauling water. We filled homeowner's pools. A level of respect was expected while on site. We treated each job like it was our own property.

2003-2007

B.R Kreider Excavating, Manheim, Pa

I held many positions during my time at B.R. Kreider. I was hired as a laborer in a pipe laying crew. I worked hard and was rewarded with an opportunity to run equipment. The equipment kept increasing in size and along with that came more responsibility.

Summer's of 2002 & 2003

Wolgemuth Custom Harvesting, Elizabethtown, Pa

I worked on the wheat harvest throughout the mid-west. We harvested wheat from Texas to Idaho. I was responsible for harvesting & hauling the grain and moving the equipment with the team.

## Personal Thoughts

- I work for a great seed company, and I'm proud of their mission statement. I try to implement it into my own business.
- Pioneer Seeds philosophy of "The Long Look". The Long Look consists of three simple statements:
  - "We strive to produce the best products on the market"
  - "We deal honestly and fairly with our employees, customers, seed growers, and sales reps"
  - "We advertise and sell our products vigorously, but without misrepresentation"
- The long look isn't just this year. It's the future. Future years, future generations of farmers. It's not just this season's crop, it's the crops to come. Striving to be the best so my customers can produce the best to keep their farm going and growing into the future.



Jered Hess, perspective member of the Agricultural Preserve Board ("APB").

Jered is recommended for appointment to the APB by Gene Garber, immediate past Chair, and Jeff Frey, current Chair, of the APB. Gene and Jeff have known Jered for years as their seed salesman, and both believe he would be an asset to the APB. Jered's job in seed sales provides unique opportunities to communicate with farmers, to hear their concerns, make recommendations for their operation, and to provide that perspective to the APB. The perspective of a farm support business is also very valuable to the APB.

Jered lives on a small farm in Manheim where he owns and operates Hess Seed Sales, an agricultural seed business. His sales territory includes the northern and western portions of the county, covering hundreds of farms. This is the same region previously represented by Gene Garber, so APB's regional representation will be maintained. Jered farms test plots of the seeds he sells on his property.

---

Jered's work involves making seed recommendations to farmers, which requires him to know and understand farm operations, from operating costs to management practices. This also provides for unique opportunities for discussion with farmers every day. He will have the ability to hear concerns, provide information and answer questions about farmland preservation.

Jered has attended a meeting of the APB as a guest and attended the 1,000 preserved farms event.

-Matt Knepper

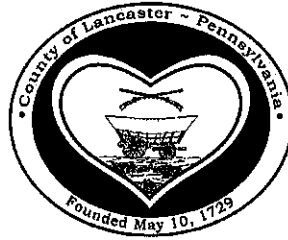
# LANCASTER COUNTY COMMISSIONERS' MEETING AGENDA

Wednesday, March 18, 2020

7:00 p.m.

Mount Joy Township Municipal Building

8853 Elizabethtown Road, Elizabethtown, Pennsylvania



1. Meeting Called to Order: This evening's meeting will be conducted by Commissioner Joshua G. Parsons
2. Pledge of Allegiance
3. Minutes as Distributed: Postpone approval of the January 15, 2020 Commissioners' Meeting Minutes and March 11, 2020 Commissioners' Meeting Minutes.
4. Old Business:
  - a. **Re-announcement:**
    - There is no Work Session scheduled for Tuesday, March 24, 2020.
5. Welcome and Thank You
6. New Business:
  - a. **Mount Joy Township Presentation**  
Debra Dupler, Chair, Mount Joy Township Board of Supervisors  
Justin Evans, Township Manager, Mount Joy Township
  - b. **Public Safety Training Center – Memorandum of Understanding with Dauphin County as the Fiduciary Agent for the South Central Task Force**  
Todd Kirkpatrick, Director, Public Safety Training Center  
Phil Colvin, Director, Emergency Management Agency
  - c. **Department of Parks and Recreation – Authorization to Begin Work on a Potential Agreement Regarding the Transfer of 29.7 Acres of Land in Chickies Rock County Park to Marietta Borough**  
Paul Weiss, Administrator, Department of Parks and Recreation  
Sharon Bradnick, Secretary/Treasurer, Marietta Borough

"continued"

**County Commissioners' Meeting Agenda**

**Wednesday, March 18, 2020**

**Page 2**

d. **Facilities Management – Change Orders for Courthouse Renovations and Alterations Project**

Charles Douts, Director, Facilities Management

Barry Garman, Project Manager, Facilities Management

e. **County General Updates**

Board of Commissioners

7. Questions and Answers from Public

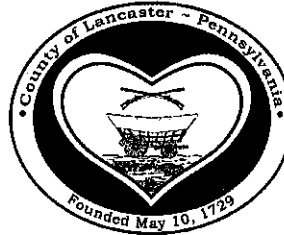
8. Adjourn

**LANCASTER COUNTY ELECTION BOARD**

**AGENDA**

**MARCH 18, 2020**

**Conference Room #701, 7<sup>th</sup> Floor**



1. Meeting Called to Order: This morning's meeting will be conducted by Commissioner Ray D'Agostino.
2. Minutes as Distributed: Approval of the January 6, 2020 Election Board Minutes.
3. Old Business:
4. New Business:
  - a. **Resolution No. 5 of 2020 – Proposed Polling Place Changes**  
Randall Wenger, Chief Clerk/Registrar, Board of Elections
5. Business from Guests
6. Adjourn

## **ELECTION BOARD RESOLUTION NO. 5 OF 2020**

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

**WHEREAS**, the following polling places are being changed effective with the 2020 General Primary: Lancaster City – Fourth Ward, First Precinct is no longer available for use due to new ownership and imminent construction and is moving to a new location; Lancaster City – Eighth Ward, Sixth Precinct is moving to a new location because the former location has not renewed its agreement with the County; Elizabethtown Borough – Third Ward, Third Precinct is moving to a new location because the former location has not renewed its agreement with the County; and Pequea Township – New Danville District is moving to a new location because the former location is no longer available for use.

**NOW, THEREFORE, BE IT RESOLVED BY THE LANCASTER COUNTY BOARD OF ELECTIONS**, that the Chief Clerk be and is hereby directed to post the proper notices of the following proposed polling place changes effective with the April 28, 2020 General Primary, and of hearing thereon to be held in the Commissioners' Public Meeting Room #701, Lancaster County Government Center, 150 North Queen Street, 7<sup>th</sup> Floor, Lancaster, Pennsylvania on March 25 2020, following the Commissioners' public meeting which starts at 9:15 a.m.

**FROM:**

**TO:**

**Lancaster City – Fourth Ward, First Precinct**

Southern Market Center  
100 South Queen Street  
Lancaster, Pennsylvania

Teen Haven Lancaster Youth Center  
205 South Queen Street  
Lancaster, Pennsylvania

**Lancaster City – Eighth Ward, Sixth Precinct**

Fire Station No. 6  
843 Fremont Street  
Lancaster, Pennsylvania

Two Dudes Painting  
750 Poplar Street  
Lancaster, Pennsylvania

**Elizabethtown Borough – Third Ward, Third Precinct**

United Zion Church  
401 East Park Street  
Elizabethtown, Pennsylvania

Elizabethtown College (Young Center)  
400 Campus Road  
Elizabethtown, Pennsylvania

**Pequea Township – New Danville District**

Bible Evangelical Methodist Church  
2 Kay Drive  
Lancaster, Pennsylvania

New Danville Fire Company  
43 Marticville Road  
Lancaster, Pennsylvania

3/18/20