

**COUNTY COMMISSIONERS' WORK SESSION MINUTES**  
**TUESDAY, MARCH 10, 2020**

The Board of County Commissioners met today in their weekly Work Session.

Present at today's meeting were:

**Joshua G. Parsons, Chairman**  
**Ray D'Agostino, Vice-Chairman**  
**Craig E. Lehman**  
**BOARD OF COUNTY COMMISSIONERS**

**Lawrence M. George**  
**CHIEF CLERK**

**Christina Hausner, Esquire**  
**COUNTY SOLICITOR**

Also present were:

**Leigh Bardell, Project Manager**  
**EDC FINANCE CORPORATION**

**Brett Cole, Deputy Chief, Supervision Services**  
**ADULT PROBATION AND PAROLE SERVICES**

**Charles Douts, Director**  
**FACILITIES MANAGEMENT**

**Jim Fasnacht, Senior Buyer**  
**PURCHASING**

**Denise Hoffman, Assistant Buyer**  
**PURCHASING**

**Brian Hurter, Controller**  
**CONTROLLER'S OFFICE**

**Harry Klinger, Director of Purchasing**  
**PURCHASING**

**Mark Lauriello, County Engineer**  
**RETTEW**

**Teri Miller-Landon, Deputy Director**  
**ADULT PROBATION AND PAROLE SERVICES**

**Linda Schreiner, Senior Buyer**  
**PURCHASING**

**Mike Weaver, Director**  
**LANCASTER COUNTY-WIDE COMMUNICATIONS**

**Melissa Wein, Senior Project Manager/Business Analyst**  
**INFORMATION TECHNOLOGY**

Commissioner Parsons called the meeting to order at 10:00 a.m.

Commissioner Parsons announced that the Board of Commissioners met in Executive Session on Friday, February 28, 2020 at 10:00 a.m. to discuss Personnel matters; also on Monday, March 2, 2020 at 10:00 a.m. to discuss Personnel matters, as well as Litigation, which is the Stickly case, Eastern District of Pennsylvania Federal Court, docket number 6252-2016; the Carrol case, which is a MDJ case in the Magisterial District Court 02-2-04, docket number 0019-2020; A. J. v. Lancaster County, Eastern District of Pennsylvania, docket number 1768-2019, and the Pickol case, Eastern District of Pennsylvania, docket number 3400-2018. They also had an Executive Session on Friday, March 6, 2020 at 10:00 a.m. to discuss Personnel matters, as well as on Monday, March 9, 2020 at 10:00 a.m. to discuss Labor Negotiations and Potential Litigation.

Commissioner Parsons announced the approval of the December 3, 2019 Work Session Minutes, December 24, 2019 Work Session Minutes, January 28, 2020 Work Session Minutes, February 18, 2020 Work Session Minutes and February 25, 2020 Work Session Minutes.

Commissioner Parsons made the following re-announcements:

- An Evening Commissioners' Meeting is scheduled for Wednesday, March 18, 2020 at 7:00 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.

**Lancaster County Commissioners' Work Session**  
**Tuesday, March 10, 2020**

- There is no Work Session scheduled for Tuesday, March 24, 2020.
1. Ms. Bardell, Project Manager, presented Next Generation Farm Loan Program Applications.  
**NOTE:** For more information please refer to the County Commissioners' Meeting Minutes dated March 11, 2020.
  2. Ms. Miller-Landon, Deputy Director, presented Budget Adjustments for Drug Court Grant and Mental Health Court Grant.  
**NOTE:** For more information please refer to the County Commissioners' Meeting Minutes dated March 11, 2020.
  3. Ms. Schreiner, Senior Buyer, Mr. Cole, Deputy Chief, and Ms. Wein, Senior Project Manager/Business Analyst, presented a Request for Proposal Award for Case Management System for Adult Probation and Parole Services.  
**NOTE:** For more information please refer to the County Commissioners' Meeting Minutes dated March 11, 2020.
  4. Mr. Weaver, Director, presented an Amendment to Lease Agreement and Third Addendum to Attachment No.7 Facility Lease with Windstream D&E, LLC; Grant Agreement for 9-1-1 Statewide Interconnectivity Funding; and Quote for Interface between Computer Aided Dispatch (CAD) System and ProQA System on behalf of Lancaster County-Wide Communications.  
**NOTE:** For more information please refer to the County Commissioners' Meeting Minutes dated March 11, 2020.
  5. Mr. Douts, Director, presented Easement Agreements relating to Replacement of Reynolds No. 1 Bridge Superstructure Project on behalf of the Facilities Management Department.  
**NOTE:** For more information please refer to the County Commissioners' Meeting Minutes dated March 11, 2020.
  6. Mr. Douts, Director, and Mr. Lauriello, County Engineer, presented a Change Order for Big Conestoga No. 7 Bridge Replacement Project on behalf of the Facilities Management Department.  
**NOTE:** For more information please refer to the County Commissioners' Meeting Minutes dated March 11, 2020.
  7. Mr. Fasnacht, Senior Buyer, and Ms. Hoffman, Assistant Buyer, presented a Bid Award for Chemicals for Water, Sewage and Municipal Swimming Pools.  
**NOTE:** For more information please refer to the County Commissioners' Meeting Minutes dated March 11, 2020.
  8. Mr. Hurter, Controller, and Mr. Klinger, Director of Purchasing, presented an Amended Agreement for VISA Purchasing Card Account on behalf of the Controller's Office.  
**NOTE:** For more information please refer to the County Commissioners' Meeting Minutes dated March 11, 2020.  
  
Commissioner Lehman suggested that the Program Information Description of Services, which talks about increasing the \$500,000 to \$1.5 million credit limit, be included in the motion for clarity purposes.
  9. Mr. Hurter, Controller, discussed the Drug Task Force Matching Fund Account Options. The three options he presented were:
    1. Allow the \$72,445.79 placed in the Drug Task Force Matching Fund Account (available balance of the District Attorney's Office 2019 budget) to roll into the County's General Fund.
    2. Leave the \$72,445.79 in the Drug Task Force Fund Account, A1120 AA6528 00000 (available balance of the District Attorney's Office 2019 budget), and determine a use at some point in the future.
    3. Transfer the \$72,445.79 in the Drug Task Force Matching Fund Account (available balance of the District Attorney's Office 2019 budget) to the Drug Task Force County and Municipal Contributions Account.

The Board was in favor of Option 3 which would transfer the funds into the Drug Task Force account to be used for Drug Task Force expenditures.  
For logistical reasons, the Board recommended that a Resolution be created for them to vote on so that the funds in the Matching Fund Account be matched and transferred.

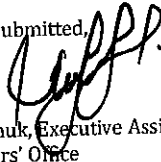
Mr. Hurter gave an update on the Drug Task Force matching fund. He reported that prior to today they have received a little over \$194,000 funding from Municipalities. \$187,000 has already been transferred from the matching fund into the Drug Task Force and they are waiting for the remaining \$7,000 to come through. Once that happens, the money will become available for the District Attorney.
  10. Mr. George presented the March 11, 2020 Commissioners' Meeting Agenda noting that there will be a presentation of Procurement Month Proclamation.

**Lancaster County Commissioners' Work Session**  
**Tuesday, March 10, 2020**

On motion of Commissioner D'Agostino, seconded by Commissioner Lehman, the meeting was adjourned at 11:20 a.m.

Motion passed unanimously.

Respectfully submitted,



Lydia Kovalchuk, Executive Assistant  
Commissioners' Office