

COUNTY COMMISSIONERS' MINUTES  
WEDNESDAY, MARCH 30, 2022

The Board of County Commissioners met today for a Commissioners' Meeting.

Present at today's meeting were:

**Ray D'Agostino, Chairman**  
**Joshua G. Parsons, Vice-Chairman**  
**John B. Trescot**  
**BOARD OF COUNTY COMMISSIONERS**

**Lawrence M. George**  
**COUNTY ADMINISTRATOR/CHIEF CLERK**

**Tammy Moyer**  
**DEPUTY CHIEF CLERK**

**Jacquelyn Pfursich, Esquire**  
**COUNTY SOLICITOR**

Also present were:

**Eliza Booth**  
**LANCASTER CITY RESIDENT**

**Lisa Colon**  
**CONROLLER**

**Bob Devonshire, Director**  
**FACILITIES MANAGEMENT**

**Amber Martin**  
**TREASURER**

**Patrick Mulligan, Director**  
**BUDGET SERVICES**

**Todd Rhoades, Regional Vice President**  
**ENGLE-HAMBRIGHT & DAVIES**

**Linda Schreiner, Director**  
**PURCHASING**

**Hilda Sierra-Marrero**  
**LANCASTER CITY RESIDENT**

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

**Mark Wilson, Director**  
**ADULT PROBATION AND PAROLE SERVICES**

Commissioner D'Agostino called the meeting to order at 9:15 a.m. followed by the Pledge of Allegiance.

Commissioner D'Agostino announced that approval of the March 16, 2022, Evening Commissioners' Meeting Minutes.

On motion of Commissioner Parsons, seconded by Commissioner Trescot, it was agreed for the County of Lancaster, acting on behalf of the Commissioners' Office, to approve the following:

|                               |                                                                                                                                                                                            |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Agreement with:</u></b> | Intact Insurance<br>Woodbury, NY                                                                                                                                                           |
| <b><u>Purpose:</u></b>        | Two-month Extension from April 1, 2022, through June 1, 2022, of the County's package insurance policy. This extension will allow additional quotes to be obtained for 2022-2023 coverage. |
| <b><u>Amount/Term:</u></b>    | Total of \$139,984, payable at \$69,992 a month for two months.<br>There is no increase for the extension                                                                                  |
| <b><u>Funding:</u></b>        | Included in General Fund budget.                                                                                                                                                           |

Motion passed unanimously.

- Continued -

**Lancaster County Commissioners' Meeting  
Wednesday, March 30, 2022**

On motion of Commissioner Trescot, seconded by Commissioner Parsons, it was agreed for the County of Lancaster, acting on behalf of Adult Probation and Parole Services, to approve the following:

**Supervision Funds  
Agreement Renewal:**

Pennsylvania Board of Probation and Parole  
Harrisburg, Pennsylvania

**Purpose/Term:**

Pursuant to 18 P.S. 11.1102 and paragraph 8 of the State Offender Supervision Fund Contract, this is a one-year renewal for the period July 1, 2021, through June 30, 2022.  
The current five-year State Offender Supervision Fund Contract commenced on July 17, 2017, and ends June 30, 2022.  
The Pennsylvania Board of Probation and Parole will return to the County the Offender Supervision fees received by the Department of revenue from the County for the period May 1, 2021, through April 30, 2022.

**Amount:**

\$1,106,741.63 for 2020-2021.  
Decrease of \$26,688.97, 2.35%, from 2019-2020 amount of \$1,133,430.60.

Motion passed unanimously.

On motion of Commissioner Parsons, seconded by Commissioner Trescot, it was agreed for the County of Lancaster, acting on behalf of Lancaster County-Wide Communications, to approve the following:

**Agreement With:**

Exacom, Inc.  
Concord, NH

**For:**

Logging recorder update to interface to the P25 radio system TAITNET network controllers.  
This includes one year of software service.

**Amount:**

\$73,148.40

**Funding:**

911 escrow account.

Motion passed unanimously.

**RESOLUTION NO. 34 OF 2022**

On motion of Commissioner Trescot, seconded by Commissioner Parsons;

**WHEREAS**, the Purchasing Department, on behalf of the Board of Commissioners, the Prison Board, the Prison and Facilities Management Department, is seeking approval to proceed with the issuance of a Request for Proposal (RFP) for Owner's Representative Service for the construction of a new Correctional Facility; and

**WHEREAS**, the Purchasing Department is proposing to follow the County's established Request for Proposal process, similar to that of the established County Engineer selection process; and

**WHEREAS**, the process will include the submission of proposals for consideration by an evaluation committee. The evaluation process could include, but not limited to, written questions, phone interviews, in person interviews, and reference checks.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA**, to proceed with the Request for Proposal process for the selection of Owner's Representative Services as set forth herein and as proposed by the Purchasing Department.

**BE IT FURTHER RESOLVED** to appoint an evaluation committee comprised of four (4) members, as follows; a. County's Chief Clerk or designee, b. County's Solicitor or designee, c. County's Prison Warden or designee, and d. County's Director of Facilities Management or designee.

**BE IT FURTHER RESOLVED** that the evaluation committee process will be overseen by the Purchasing department.

**BE IT FURTHER RESOLVED** that the evaluation committee will review all submitted Request for Proposal (RFP) responses for technical merit, as well as proposed cost.

**BE IT FURTHER RESOLVED** that the RFP's will be ranked, and the three (3) highest ranked firms will be required to make a presentation of their proposal at a public Board of Commissioners meeting.

**BE IT FURTHER RESOLVED** that If the evaluation or presentation process requires further clarification, questions will be compiled in a written format and be conveyed to the appropriate firms

**BE IT FURTHER RESOLVED** that upon receipt of question response, the evaluation committee will review responses and determine their recommendation for Owner's Representative Services to be presented to the Board of Commissioners for approval consideration.

The Commissioners commended Ms. Shreiner and her team for the work they did on this.

Motion passed unanimously

**Lancaster County Commissioners' Meeting  
Wednesday, March 30, 2022**

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

|                                            |                                                                                                                                                   |
|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Change Order With:</u></b>           | Cyprium Solutions, Inc.<br>East Petersburg, PA                                                                                                    |
| <b><u>Purpose:</u></b>                     | Perform changes in electrical work associated with jury room ceilings that were disturbed during construction for the Courthouse remodel project. |
| <b><u>Amount:</u></b>                      | \$53,785.20                                                                                                                                       |
| <b><u>Funding:</u></b>                     | Through the contingency funds for the project.<br>Increase of 2.28% from the adjusted contract amount.                                            |
| <b><u>Original Contract:</u></b>           | \$2,106,000.00                                                                                                                                    |
| <b><u>Change Orders to Date:</u></b>       | \$198,962.72                                                                                                                                      |
| <b><u>Adjusted Contract Amount:</u></b>    | \$2,304,962.72                                                                                                                                    |
| <b><u>New Total Contract Amount:</u></b>   | \$2,358,747.92                                                                                                                                    |
| <b><u>Original Contingency Amount:</u></b> | \$1,431,900.00                                                                                                                                    |
| <b><u>Contingency Funds Available:</u></b> | \$565,518.00 (61% spent to date)                                                                                                                  |

Motion passed unanimously.

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

|                                            |                                                                                                                                              |
|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Change Order With:</u></b>           | Heisey Mechanical, LTD.<br>Columbia, PA                                                                                                      |
| <b><u>Purpose:</u></b>                     | Perform changes for HVAC work associated with jury room ceilings that were disturbed during construction for the Courthouse remodel project. |
| <b><u>Amount:</u></b>                      | \$5,600.00                                                                                                                                   |
| <b><u>Funding:</u></b>                     | Through the contingency funds for the project. Increase of 0.13% from the adjusted contract amount.                                          |
| <b><u>Original Contract:</u></b>           | \$4,463,000.00                                                                                                                               |
| <b><u>Change Orders to Date:</u></b>       | \$0.00                                                                                                                                       |
| <b><u>New Total Contract Amount:</u></b>   | \$4,468,000.00                                                                                                                               |
| <b><u>Original Contingency Amount:</u></b> | \$1,431,900.00                                                                                                                               |
| <b><u>Contingency Funds Available:</u></b> | \$565,518.00 (61% spent to date)                                                                                                             |

Motion passed unanimously.

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

|                                  |                                                                                                                                                     |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Change Order With:</u></b> | Lobar, Inc.<br>Dillsburg, PA                                                                                                                        |
| <b><u>Purpose:</u></b>           | Changes in general construction work associated with jury room ceilings that were disturbed during construction for the Courthouse remodel project. |
| <b><u>Amount:</u></b>            | \$27,460.82                                                                                                                                         |

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|                                            |                                                                                                     |
|--------------------------------------------|-----------------------------------------------------------------------------------------------------|
| <b><u>Funding:</u></b>                     | Through the contingency funds for the project. Increase of 0.40% from the adjusted contract amount. |
| <b><u>Original Contract:</u></b>           | \$6,102,000.00                                                                                      |
| <b><u>Change Orders to Date:</u></b>       | \$265,162.47                                                                                        |
| <b><u>Adjusted Contract Amount:</u></b>    | \$6,367,162.74                                                                                      |
| <b><u>New Total Contract Amount:</u></b>   | \$6,394,623.29                                                                                      |
| <b><u>Original Contingency Amount:</u></b> | \$1,431,900.00                                                                                      |
| <b><u>Contingency Funds Available:</u></b> | \$565,518.00                                                                                        |

Motion passed unanimously.

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

|                                            |                                                                                                                                                    |
|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Change Order With:</u></b>           | Jay R. Reynolds, Inc.<br>Willow Street, PA                                                                                                         |
| <b><u>Purpose:</u></b>                     | Perform changes in sprinkler layout associated with jury room ceilings that were disturbed during construction for the Courthouse remodel project. |
| <b><u>Amount:</u></b>                      | \$19,518.00                                                                                                                                        |
| <b><u>Funding:</u></b>                     | Through the contingency funds for the project. Increase of 1.13% from the adjusted contract amount.                                                |
| <b><u>Original Contract:</u></b>           | \$1,648,000.00                                                                                                                                     |
| <b><u>Change Orders to Date:</u></b>       | \$59,422.00                                                                                                                                        |
| <b><u>Adjusted Contract Amount:</u></b>    | \$1,707,422.00                                                                                                                                     |
| <b><u>New Total Contract Amount:</u></b>   | \$1,726,940.00                                                                                                                                     |
| <b><u>Original Contingency Amount:</u></b> | \$1,431,900.00                                                                                                                                     |
| <b><u>Contingency Funds Available:</u></b> | \$565,518.00                                                                                                                                       |

Motion passed unanimously.

**RESOLUTION NO. 35 OF 2022**

On motion of Commissioner Parsons, seconded by Commissioner Trescot;

**WHEREAS**, the Lancaster County Investment Board is tasked with preparing an investment program and providing recommendations for the investment of County funds in accordance with the Pennsylvania County Code; and

**WHEREAS**, Lancaster County has been authorized to receive \$106 million in American Rescue Plan Act (hereinafter "ARPA") funds and used in accordance with the United States Department of the Treasury Final Rules made effective on April 1, 2022; and

**WHEREAS**, the Lancaster County Board of Commissioners approved an agreement with CSM Advisors, Inc. DBA CS McKee (hereinafter "CS McKee") on December 15, 2021 in which CS McKee would provide investment options to the County; and

**WHEREAS**, the Lancaster County Investment Board met at a public meeting on March 10, 2022 to discuss the use of CS McKee as investment options for ARPA funds; and

**WHEREAS**, the Investment Board is seeking approval to invest \$20 million of ARPA funds, using CS McKee Asset Management's recommended investment strategy.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA**, approve and adopt the investment of \$20 million of ARPA funds using CS McKee Asset Management for a term of one year and as set forth and as proposed by the Investment Board.

Ms. Martin said she thinks it is in the best interest to go with the six-month option.

The Commissioners did not have any objection to the six-month option.

Motion passed unanimously.

**Lancaster County Commissioners' Meeting**  
**Wednesday, March 30, 2022**


Commissioner D'Agostino asked to table Resolution No. 36 of 2022, stating that more information was required to vote on the item. Commissioner Parsons and Commissioner Trescot both agreed.

Ms. Booth asked why she could not access the agenda on the County website yesterday. Ms. Moyer said she would meet with her after the meeting to show her how to access it.

On motion of Commissioner Parsons, seconded by Commissioner Trescot, the meeting adjourned at 9:48 a.m.

Motion passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lynn Commero".

Lynn Commero, Administrative Secretary  
Commissioners' Office