

COUNTY COMMISSIONERS' MINUTES
WEDNESDAY, JUNE 8, 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:

Michael Armer, Deputy Director
PURCHASING

Steven Clements, Director
INFORMATION TECHNOLOGY

George Custer, Director of Administration
BEHAVIORAL HEALTH/DEVELOPMENTAL SERVICES

Drew Fredericks, Director
YOUTH INTERVENTION CENTER

Brian Koenig, Chief Information Officer
INFORMATION TECHNOLOGY

Tom Lisi
LNP REPORTER

Mary Moore
LANCASTER CITY RESIDENT

Patrick Mulligan, Director
BUDGET SERVICES

Jennifer Nissley, Deputy Chief
ADULT PROBATION AND PAROLE SERVICES

Brian Pasquale, Director
EMERGENCY MANAGEMENT AGENCY

Linda Schreiner, Director
PURCHASING

Susan Stewart, Manager
INFORMATION TECHNOLOGY

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

Commissioner D'Agostino announced the approval of the May 25, 2022, Commissioners' Meeting Minutes.

Commissioner D'Agostino announced that an evening meeting is scheduled for Wednesday, June 15, 2022, at 7:00 p.m. at the Clay Township Municipal Building, 870 Durlach Road, Stevens, PA. There is no Commissioners' Meeting scheduled for Wednesday, June 15, 2022, at 9:15 a.m.

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

Easement Agreement With:

The Lancaster County Conservancy
Lancaster, PA

Purpose:

To correct the legal name of the Grantee on the Easement previously approved on December 22, 2021, to The Lancaster County Conservancy. All other terms and conditions remain the same as approved on December 22, 2021.

Amount/Term: \$1/perpetual.

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 Emergency Management Agency, to approve the following:

Memorandum of Understanding With:

Constellation Energy
Kennett Square, PA

Purpose:

To continue the position of Radiological Emergency Planner whose job responsibilities shall include at least fifty (50) percent of the time being dedicated to nuclear emergency preparedness including maintaining the County's Emergency Operations Center documents in a state of readiness and support of Lancaster County's Risk Municipality Emergency Management Agency (EMA) and Risk School District Emergency Operations Plans as they pertain to any occurrences at the Peach Bottom Atomic Power Station. Attachment I to this Memorandum of Understanding further delineates several of the key activities and duties of the Emergency Planner position.

Amount:

\$70,248.00 annually.

Term:

Five years commencing January 2022.

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 Youth Intervention Center, to approve the following:

Agreement With:

Matthew A. Burns Consulting, LLC
Kulpmont, PA

Purpose:

To provide Prison Rape Elimination Act (PREA) Auditing services at the Youth Intervention Center.

Amount:

\$5,000.00, an initial payment of \$2,000.00 will be made for pre-audit activities.

Term:

2022 Audit Cycle.

The Auditor shall provide the audit report to the Agency PREA Coordinator within forty-five (45) calendar days of the conclusion of the auditor's on-site visit. If there are no standards requiring corrective action, the audit report shall be considered final.

Funding:

Youth Intervention Center 2022 Operating budget.

Motion passed unanimously.

RESOLUTION NO. 56 OF 2022

On motion of Commissioner Trescot, seconded by Commissioner Parsons, it was agreed for the County of Lancaster to approve the following budget adjustments:

REVENUE ACCOUNT:

Adult Probation and Parole - Administrative Services - State Grant Funding - Drug Court 6321-A B1148 41042	<u>\$9,396.00 (+)</u>
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EXPENDITURE ACCOUNTS:

Adult Probation and Parole Services - Travel 7323-A B1148 41042	\$2,832.00 (+)
Adult Probation and Parole Services - Other Operating Expenses 7227-A B1148 41042	<u>\$6,564.00 (+)</u>
	<u>\$9,396.00 (+)</u>

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REVENUE ACCOUNT:

Adult Probation and Parole – Administrative Services - **\$9,672.00 (+)**
State Grant Funding – Mental Health Court
6321-A B1149 41043

EXPENDITURE ACCOUNTS:

Adult Probation and Parole Services - \$2,360.00 (+)
Travel
7323-A B1149 41043

Adult Probation and Parole Services - **\$7,312.00 (+)**
Other Operating Expenses
7227-A B1149 41043 **\$9,672.00 (+)**

REVENUE ACCOUNT:

Adult Probation and Parole – Administrative Services - **\$8,879.00 (+)**
State Grant Funding – Veterans' Court
6321-A B1120 41044

EXPENDITURE ACCOUNTS:

Adult Probation and Parole Services - \$2,360.00 (+)
Travel
7323-A B1120 41044

Adult Probation and Parole Services - \$5,869.00 (+)
Other Operating Expenses
7227-A B1120 41044

Staff Development **\$650.00**
B1120 A7328 Program Code 41044 **\$8,879.00 (+)**

Motion passed unanimously.

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

1. **Agreement Renewal With:** Gibson Law Group, LLC
Lancaster, PA

Purpose: Continue to serve as a court appointed Mental Health Hearing Officer providing emergency mental health hearings for individuals being served by Lancaster County Mental Health.

Amount/Term: \$42,300 for Fiscal Year July 1, 2022 – June 30, 2023.

Funding: Budgeted in the Human Services Block Grant.
This is a 5.0% increase for rent, or \$1,628.00 from the previous contract, which was for a partial year.

2. **Agreement Renewal With:** HealthPro Pediatrics
Greenville, SC

Purpose: Continue to provide occupational, speech, physical therapy and special instructions to individuals being served by Lancaster County Early Intervention.

Amount/Term: \$429,826.76 for Fiscal Year July 1, 2022 – June 30, 2023.

Funding: Budgeted 90% State Base Funding and 10% County.
This is an 18.71% increase due to increased utilization.

3. **Agreement Renewal With:** Park Avenue Apartments Associates, LP
Lancaster, PA

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Purpose: Continue to provide subsidized rents for people living at Park Avenue Apartments who are being served by Lancaster County Mental Health.

Amount/Term: \$34,178.00 from July 1, 2022, to June 30, 2023.

Funding: Budgeted in the Human Services Block Grant.
This is an increase of 5.0%, or \$1,628.00 from the previous contract.

5. **Amended Agreement With:** Friendship Community, Inc.
Lititz, PA

Purpose: To change the contract amounts due to an Office of Developmental Program rate increase and changes in utilization.
Friendship provides residential habitation and in-home and community supports for individuals being served by Lancaster County Intellectual & Developmental Disabilities.

Amount/Term: \$222,148.19 for Fiscal Year July 1, 2021 - June 30, 2022.

Original amount	\$217,928.06
Rate increase	\$2,588.50
Utilization change	\$1,631.63
Total increase, 1.94%	\$4,220.13

Funding: Budgeted in the Human Services Block Grant.

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 Purchasing Department, to approve the following:

Lease Agreement With: Hewlett-Packard Financial Services Company
Berkeley Heights, NJ

Purpose: To provide financing for 235 desktops &/or laptops that are at the end of their 2018 lease.

Amount/Term: \$118,283.02 for a 48-month fair market value lease, including end of lease pack and ship return of equipment.
First lease payment will be encumbered in 2022.

Funding: IT operational budget.

Authorization to Sign Lease Documents: The Board of Commissioners authorizes Lawrence M. George, County Administrator/Chief Clerk, to sign lease documents on behalf of the County of Lancaster.

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 Purchasing Department, to approve the following:

Agreement with: An electricity vendor, to be determined on June 14, 2022. The County's energy consultant, Provident Energy, released a bid for electricity to be provided to Dauphin, Lehigh, and Lancaster Counties due to the current vendor filing Chapter 11 Bankruptcy. Final pricing determination for the bid will be available on June 14, 2022.

When final pricing per kilowatt hour is determined, the Chief Clerk is authorized to lock in the rate by signing the purchase quote. The finalized purchase quote will then come before the Board of Commissioners for ratification.

This is being approved due to the volatility of the market conditions.

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Amount: Not to exceed rate of \$0.101/kilowatt hour.
Anticipated increase to be \$500,000 through December 2022.

Term: 3-year contract period.

Funding: Costs will be absorbed in the 2022 operating budget.

Ms. Moore asked if this would put a cap on the PPL rate and the new company that will be coming into service. Ms. Shreiner said a rate would not be negotiated with PPL. It will be a selection of a utility vendor that provides electricity, and that rate will be locked for three years

Motion passed unanimously.

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

Agreement with: City of Lancaster
Lancaster, PA

Purpose: To extend the intergovernmental cooperation agreement to manage the separation of services between the City of Lancaster and the County of Lancaster.

Amount/Term: Amount will be consistent with the intergovernmental agreement.
Effective December 31, 2021, through June 30, 2022.

Commissioner Parsons explained the history is that the County and the City collaborated on IT services. The County provided support to the City for IT services. The City asked for a separation which is taking longer than they anticipated. This agreement would cover the work being done between the City and County to separate services since December of 2021 and was expected to end on June 30, 2022. There is also an agreement being negotiated with the City with month-to-month terms until they can be fully operational and separate from County services, which will be brought to the Commissioners later this month.

Motion passed unanimously.

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

Agreement with: Center for Internet Security (CIS)
East Greenbush, NY

Purpose: To provide cybersecurity infrastructure monitoring, dissemination of cyber threat warnings and vulnerability identification and mitigation recommendations.

Amount/Term: \$135,000.00 for the period May 31, 2022, through May 12, 2023.

Funding: IT operational budget.

Ms. Moore asked if this was for all County government offices and was told that it was.

Motion passed unanimously.

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

Agreement with: CDW
Vernon Hill, IL

Purpose: To provide Microsoft Enterprise License for all devices, applications, and servers.

Amount/Term: \$2,011,103.46 for three years.
\$670,367.82/annually.

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Funding: IT operational budget.

Motion passed unanimously.

On motion of Commissioner Parsons, seconded by Commissioner Trescot, it was agreed for the County of Lancaster, acting on behalf of Information Technology, to move forward with migrating from our current domain of "co.lancaster.pa.us" to "LancasterCountyPA.gov" to provide improved security as the DOTGOV top-level domain is now administered by CISA (Cybersecurity and Infrastructure Security Agency, a component of the US Department of Homeland Security).

The only budget items to date are Website certificates of \$2,500.00. The implementation timeframe is the first quarter of 2023.

Commissioner Parsons said this is necessary due to the prevalence of cyber-attacks against every organization and every level of local government. It is the highest level of security. He asked that IT communicates with all departments as they go through the shift so that everyone understands the timeline.

Commissioner Trescot said he has great confidence in IT that they can make the transition smooth.

Mr. Lisi asked if there will be any material change in website design during this transition. Mr. Clements said his team will be looking at improvements all the way around.

Ms. Moore asked about the difference in security.

Motion passed unanimously.

RESOLUTION NO. 57 OF 2022

On motion of Commissioner Trescot, seconded by Commissioner Parsons, it was agreed for the County of Lancaster to allocate \$253,013 in revenues from County American Rescue Plan Act (ARPA) funds to the General Fund for the projects in the amounts referenced in Attachment A, and appropriate the same for spending for said projects in FY 2022.

The allocations presented below for the projects detailed in Attachment A were reviewed by the ARPA Work Group and found to be in accordance with the U.S. Department of the Treasury Overview of the Final Rule in the pages identified in the Attachment. Approval of the projects and said allocation is contingent upon adherence with the County's purchasing policies and guidelines as required by the Pennsylvania County Code.


Revenue:	Lancaster County General Fund Revenues 6311-A-A1111-45050	\$253,013
Expenditures:	County Operating Costs A1111-A-45051-7300	\$253,013

Motion passed unanimously.

On motion of Commissioner D'Agostino, seconded by Commissioner Parsons, the meeting adjourned at 9:49 a.m.

Motion passed unanimously.

Respectfully submitted,



Lynn Commero, Administrative Secretary
Commissioners' Office