

**ORGANIZATIONAL MEETING**  
**LANCASTER COUNTY BOARD OF COMMISSIONERS**

**AGENDA**  
**JANUARY 4, 2016**  
**3:00 P.M.**



1. Meeting Called to Order: This morning's meeting will be conducted by Commissioner Dennis Stuckey.
2. Pledge of Allegiance
3. New Business:
  - a. **Resolution No. 1 of 2016**
  - b. **Resolution No. 2 of 2016**
  - c. **Resolution No. 3 of 2016**
  - d. **Resolution No. 4 of 2016**
  - e. **Resolution No. 5 of 2016**
  - f. **Resolution No. 6 of 2016**
  - g. **Resolution No. 7 of 2016**
  - h. **Resolution No. 8 of 2016**
  - i. **Resolution No. 9 of 2016**
  - j. **Resolution No. 10 of 2016**
  - k. **Resolution No. 11 of 2016**
4. Business from Guests
5. Adjourn

**RESOLUTION NO. 1 OF 2016**

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

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,**  
That \_\_\_\_\_ be nominated as Chairman of the Board of Commissioners of  
Lancaster County, Pennsylvania.

I, Andrea McCue, Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the above motion was adopted by the Lancaster County Board of Commissioners at its organizational meeting held on the 4<sup>th</sup> day of January, 2016.

ATTEST:

\_\_\_\_\_  
Chief Clerk  
County of Lancaster, Pennsylvania  
Date: January 4, 2016

1/04/16

**RESOLUTION NO. 2 OF 2016**

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

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,**  
That \_\_\_\_\_ be nominated as Vice Chairman of the Board of Commissioners  
of Lancaster County, Pennsylvania.

I, Andrea McCue, Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the  
above motion was adopted by the Lancaster County Board of Commissioners at its organizational meeting  
held on the 4<sup>th</sup> day of January, 2016.

ATTEST:

\_\_\_\_\_  
Chief Clerk  
County of Lancaster, Pennsylvania  
Date: January 4, 2016

1/04/16

**RESOLUTION NO. 3 OF 2016**

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

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,**  
That Andrea McCue be and is hereby appointed Chief Clerk to the County of Lancaster, Pennsylvania.

I, Andrea McCue, Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the above motion was adopted by the Lancaster County Board of Commissioners at its organizational meeting held on the 4<sup>th</sup> day of January, 2016.

ATTEST:

\_\_\_\_\_  
Chief Clerk  
County of Lancaster, Pennsylvania  
Date: January 4, 2016

1/04/16

**RESOLUTION NO. 4 OF 2016**

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

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,**  
That Crystal Clark, Esquire, Attorney-At-Law, admitted to practice in the Courts of the Commonwealth of Pennsylvania, be and is hereby appointed Solicitor for the County of Lancaster, Pennsylvania effective January 4, 2016 through February 29, 2016.

**BE IT FURTHER RESOLVED,** That Christine Munion, Esquire, Attorney-At-Law, admitted to practice in the Courts of Commonwealth of Pennsylvania, be and is hereby appointed Solicitor for the County of Lancaster effective March 1, 2016.

I, Andrea McCue, Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the above motion was adopted by the Lancaster County Board of Commissioners at its organizational meeting held on the 4<sup>th</sup> day of January, 2016.

ATTEST:

\_\_\_\_\_  
Chief Clerk  
County of Lancaster, Pennsylvania  
Date: January 4, 2016

1/04/16

**RESOLUTION NO. 5 OF 2016**

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

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,**  
That Claudia Shank, Esquire, Attorney-At-Law; Melvin E. Newcomer, Esquire, Attorney-At-Law; David Natan, Esquire, Attorney-At-Law; and John Churchville, Esquire, Attorney-At-Law, admitted to practice in the Courts of the Commonwealth of Pennsylvania, be and are hereby appointed Assistant Solicitors for the County of Lancaster, Pennsylvania effective January 4, 2016

**BE IT FURTHER RESOLVED,** That Laura McGarry, Esquire, Attorney-At-Law, admitted to practice in the Courts of the Commonwealth of Pennsylvania, be and is hereby appointed Assistant Solicitor for the County of Lancaster, Pennsylvania effective January 7, 2016

I, Andrea McCue, Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the above motion was adopted by the Lancaster County Board of Commissioners at its organizational meeting held on the 4<sup>th</sup> day of January, 2016.

ATTEST:

\_\_\_\_\_  
Chief Clerk  
County of Lancaster, Pennsylvania  
Date: January 4, 2016

1/04/16

**RESOLUTION NO. 6 OF 2016**

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

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,**  
That Rettew Associates be and is hereby appointed County Engineer for the County of Lancaster,  
Pennsylvania.

I, Andrea McCue, Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the  
above motion was adopted by the Lancaster County Board of Commissioners at its organizational meeting  
held on the 4<sup>th</sup> day of January, 2016.

ATTEST:

\_\_\_\_\_  
Chief Clerk  
County of Lancaster, Pennsylvania  
Date: January 4, 2016

1/04/16

**RESOLUTION NO. 7 OF 2016**

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

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,**  
That Todd Brown, Esquire be and is hereby appointed Public Defender for the County of Lancaster,  
Pennsylvania.

I, Andrea McCue, Chief Clerk to the County of Lancaster, Pennsylvania, do hereby affirm that the  
above motion was adopted by the Lancaster County Board of Commissioners at its organizational meeting  
held on the 4th day of January, 2016.

ATTEST:

\_\_\_\_\_  
Chief Clerk  
County of Lancaster, Pennsylvania  
Date: January 4, 2016

1/04/16

## **RESOLUTION NO. 8 OF 2016**

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

**WHEREAS**, The County Code, Article V, Section 503, entitled Meetings, Regular and Special; Conduct of Meetings; Notices, states: "The County Commissioners shall adopt rules for the conduct and order of business, establishing also regular times and places of meeting."

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA**, That the following operating procedures be adopted for the conduct of County Commissioners' Work Sessions, County Commissioners' Meetings plus County Commissioners' Executive Sessions when applicable:

1. **Conduct of Meetings:**

The meetings will be called to order by the Chairman or designee, and in his/her absence by the Vice Chairman.

Individuals making presentations, other than the County Commissioners, are to state their names, addresses and who he/she is representing.

The Chairman can limit the time of presentations.

2. **Order of Business:**

1. Meeting Called to Order
2. Pledge of Allegiance
3. Minutes as Distributed
4. Old Business
5. New Business
6. Business From Guests
7. Adjourn

3. **Establishing Regular Times and Places of Meeting:**

**Regular Times:**

County Commissioners' Meetings – 9:15 a.m. every Wednesday  
County Commissioners' Executive Sessions – 9:00 a.m. every Tuesday  
County Commissioners' Work Sessions – 10:00 a.m. every Tuesday

**Note:** Exceptions to these dates are listed on Resolution No. 65 of 2015.

**Place:**

County Commissioners' Office, Lancaster County Government Center, Seventh Floor, Room #701 for Commissioners' Meetings and Work Sessions, and Room #703 for Executive Sessions, 150 North Queen Street, Lancaster, Pennsylvania.

**RESOLUTION NO. 9 OF 2016**

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

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,**  
That the continuity of Lancaster County Government shall be as follows:

County Commissioners  
Chief Clerk  
County Solicitor

**BE IT FURTHER RESOLVED,** That said chain of command shall become effective this 4<sup>th</sup> day of January, 2016.

1/04/16

**RESOLUTION NO. 10 OF 2016**

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

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA,**  
That all of the bank accounts on file in the County Controller's Office and/or County Treasurer's Office as of December 31, 2015 be named as Depositories for the County of Lancaster.

1/04/16

## RESOLUTION NO. 11 OF 2016

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

**BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA**, That beginning January 4, 2016 the following officials and employees have banking authority for each bank account established in the corporate name of the County of Lancaster and on file in the County Controller's Office as of December 31, 2015:

| <b><u>Type of Account:</u></b>   | <b><u>Bank Account No.:</u></b> | <b><u>Authorized Signers on Account:</u></b>   |
|--|---------------------------------|--|
| Regular Account  | 0100-09984                      | Dennis Stuckey, Commissioner<br>Joshua Parsons, Commissioner<br>Craig Lehman, Commissioner<br>Brian Hurter, Controller<br>Amber Green, Treasurer |
| Payroll Account  | 0100—09856                      | Dennis Stuckey, Commissioner<br>Joshua Parsons, Commissioner<br>Craig Lehman, Commissioner<br>Brian Hurter, Controller<br>Amber Green, Treasurer |
| Employee Retirement System   | 0118-21681                      | Dennis Stuckey, Commissioner<br>Joshua Parsons, Commissioner<br>Craig Lehman, Commissioner<br>Brian Hurter, Controller<br>Amber Green, Treasurer |
| Lancaster County Liquid Fuels  | 9902-53724                      | Dennis Stuckey, Commissioner<br>Joshua Parsons, Commissioner<br>Craig Lehman, Commissioner<br>Brian Hurter, Controller<br>Amber Green, Treasurer |
| County of Lancaster, Execution<br>Account, Attn: Controller                              | 0119-35185                      | Brian Hurter, Controller<br>Amber Green, Treasurer   |
| County of Lancaster,<br>Agent for Commonwealth of PA<br>Attn: Lancaster County Treasurer | 0100-08320                      | Amber Green, Treasurer<br>Matt Acker, Deputy Treasurer<br>Donna Haley, Assist. Deputy Treasurer  |
| Health Reimbursement Account   | 3623-78927                      | Brian Hurter, Controller<br>Amber Green, Treasurer<br>Matt Acker, Deputy Treasurer<br>Donna Haley, Assist. Deputy Treasurer                      |

"continued"

| <u>Type of Account:</u>   | <u>Bank Account No.:</u> | <u>Authorized Signers on Account:</u>   |
|---|--------------------------|---|
| CYA Rep Payee,<br>Children and Youth Agency                         | 3624-38428               | Brian Hurter, Controller<br>Pedro Rodriguez, Fiscal Officer<br>Kimberly DeLeon, Deputy Fiscal Officer<br>Amber Green, Treasurer   |
| Employee Social Fund<br>Attn: Human Resources Department            | 0118-43802               | Andrea McCue, Chief Clerk<br>Darlene Ortiz, Human Resources Analyst<br>Maria "Angie" Rivera, Benefits Specialist  |
| County of Lancaster – Sheriff's Office                              | 0150-56368               | Mark Reese, Sheriff<br>Charles Hamilton, Assist. Chief Deputy<br>Michael Armer, Lieutenant<br>Amber Green, Treasurer  |
| Lock Down Account   | 89285446                 | Paul Smeal, Warden<br>Alexander Croci, Deputy Warden<br>Joseph Shiffer, Deputy Warden<br>Tammy Moyer, Director<br>Sharon Kepchick, Payroll<br>Linda Reichard, Auditor<br>Amber Green, Treasurer |
| Lancaster County Prison Inmate<br>Program                           | 3622-66654               | Paul Smeal, Warden<br>Alexander Croci, Deputy Warden<br>Joseph Shiffer, Deputy Warden<br>Tammy Moyer, Director<br>Sharon Kepchick, Payroll<br>Linda Reichard, Auditor<br>Amber Green, Treasurer |
| Lancaster County Prison,<br>Lancaster County Inmate Bail<br>Account | 3623-09936               | Paul Smeal, Warden<br>Alexander Croci, Deputy Warden<br>Joseph Shiffer, Deputy Warden<br>Tammy Moyer, Director<br>Sharon Kepchick, Payroll<br>Linda Reichard, Auditor<br>Amber Green, Treasurer |
| Clerk of Clerks Bail Escrow Account                                 | 0118-50295               | Jacquelyn Pfursich, Clerk of Courts<br>Kathleen Carey, Bail Deputy<br>Donna Flora, Team Leader<br>Danette Burkholder, Chief Deputy<br>Amber Green, Treasurer                                    |

"continued"

| <u>Type of Account:</u>                   | <u>Bank Account No.:</u> | <u>Authorized Signers on Account:</u>  |
|---|--------------------------|--|
| Clerk of Clerks, Disbursement Acct.       | 3622-92422               | Jacquelyn Pfursich, Clerk of Courts<br>Kathleen Carey, Bail Deputy<br>Donna Flora, Team Leader<br>Danette Burkholder, Chief Deputy<br>Amber Green, Treasurer |
| Clerk of Clerks, Pre-CPCMS Bail Acct.     | 3622-92468               | Jacquelyn Pfursich, Clerk of Courts<br>Kathleen Carey, Bail Deputy<br>Donna Flora, Team Leader<br>Danette Burkholder, Chief Deputy<br>Amber Green, Treasurer |
| Lancaster County Domestic Relations       | 0119-60919               | Diane Fralich, Director<br>Melissa Youse, Deputy Director<br>Amber Green, Treasurer  |
| Juvenile Probation SS Benefits<br>Account | 3631-50758               | Kathy Burns, Account Clerk<br>David Mueller, Director<br>Charles Shaffer, Deputy Director<br>Brian Hurter, Controller<br>Amber Green, Treasurer              |