

COUNTY COMMISSIONERS' WORK SESSION AGENDA
TUESDAY, MARCH 22, 2016

9:00 A.M.:

EXECUTIVE SESSION:

9:00 a.m.

Crystal Clark, County Solicitor

10:00 A.M.:

PUBLIC SESSION:

Postpone approval of February 9, 2016 Work Session Minutes, March 1, 2016 Work Session Minutes and March 8, 2016 Work Session Minutes.

10:00 a.m.

John Hewlett, Director, and Jay Wenger, Managing Director, Susquehanna Group Advisors – Presentation on Bond Refinancing Opportunity

10:10 a.m.

James Cowhey, Executive Director, Planning Commission – Ordinance to delay the repeal, in certain municipalities, of the Lancaster County Subdivision and Land Development Ordinance, enacted September 25, 1991, and as amended by Ordinance No. 117 (please refer to Ordinance No. 118 on tomorrow's agenda)

10:15 a.m.

Pamela Grosh, Director, Victim/Witness Services, District Attorney's Office – Grant Application (please refer to motion on tomorrow's agenda)

10:20 a.m.

Children and Youth Agency and/or Office of Juvenile Probation Agreement - **Note:** This agreement was reviewed at the March 16, 2016 Commissioners' Meeting, but it was inadvertently omitted from the meeting agenda. Crystal Natan will be in attendance at tomorrow's meeting; please refer to motion on tomorrow's agenda)

Other Discussion Items:

1. Appointments/Reappointments to County Boards
2. March 23, 2016 Commissioners' Meeting Agenda
3. March 23, 2016 Election Board Meeting Agenda

Adjourn

ORDINANCE NO. 118

On motion of Commissioner _____, seconded by Commissioner _____;

AN ORDINANCE OF THE LANCASTER COUNTY, PENNSYLVANIA, BOARD OF COMMISSIONERS DELAYING THE REPEAL, IN CERTAIN MUNICIPALITIES, OF THE LANCASTER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE, ENACTED SEPTEMBER 25, 1991, AND AS AMENDED BY ORDINANCE NO. 117; and

WHEREAS, the Lancaster County Planning Commission has had the authority for subdivision and land development plan approvals since 1960, when the Lancaster County Board of Commissioners adopted the County's first subdivision and land development plan ordinance ("SALDO"); and

WHEREAS, the Pennsylvania Municipalities Planning Code ("the MPC") establishes the authority of a county to enact a SALDO for land in those municipalities that have no SALDO in effect, which Lancaster County ("the County") has so done; and

WHEREAS, the Lancaster County Board of Commissioners adopted and enacted on September 25, 1991, the current County SALDO as Ordinance No. 31 of 1991, as subsequently amended by Ordinance No. 117; and

WHEREAS, the MPC establishes the authority of a municipality to enact a SALDO for land under its jurisdiction and grants counties the opportunity to review and report to the municipality on SALDO applications filed with the municipality; and

WHEREAS, on October 7, 2015 the Lancaster County Board of Commissioners adopted Ordinance No. 117 which repealed the authority of the Lancaster County Subdivision and Land Development Ordinance, effective April 4, 2016, for the remaining seventeen municipalities that had not yet adopted their own ordinance; and

WHEREAS, several municipalities have communicated that they are unable to complete adoption of a subdivision and land development ordinance by the April 4, 2016 deadline; and

WHEREAS, in order that there be no lapse in subdivision and land development regulations in those municipalities that have not adopted their own ordinance, the County SALDO shall remain in effect in such municipalities until June 30, 2016.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA:

Section 1. Modification of Repeal

That the Lancaster County, Pennsylvania, Subdivision and Land Development Ordinance, Ordinance No. 31 of 1991, as enacted and ordained on September 25, 1991, and as subsequently amended by Ordinance No. 117, shall not be repealed for those municipalities that have not yet adopted subdivision and land development ordinances until the date further specified below.

Section 2. Effective Date

That this Ordinance shall become effective on April 4, 2016 for the municipalities of which have not adopted a subdivision and land development ordinance by April 4, 2016 and shall expire on June 30, 2016.

DULY ADOPTED this 23rd day of March, 2016 by the Lancaster County Board of Commissioners, Lancaster County, Pennsylvania.

ATTEST:

Dennis P. Stuckey, Chairman

Lisa L. Johnson, Assistant Chief Clerk
County of Lancaster, PA

Joshua G. Parsons, Vice-Chairman

Date: March 23, 2016

Craig E. Lehman

**Board of Commissioners of
Lancaster County, Pennsylvania**

3/23/16

REQUEST SUMMARY

ITEMS FOR COMMISSIONERS' AGENDA ON MARCH 22, 2016

from

James R. Cowhey, AICP, Executive Director, Planning Commission

Item #	Name of Contract Provider	Term	Amount being Requested	Percent of Increase/Decrease	Goals (Define goals by percentages when applicable)	Trends
1.	County of Lancaster Subdivision and Land Development Ordinance (SALDO)	N/A	N/A	N/A	Approval by Board of Commissioners to extend time for repeal of the County of Lancaster's SALDO (Subdivision and Land Development Ordinance) from April 4, 2016, to June 30, 2016, and assign responsibility to each municipality to administer their own SALDO ordinance.	Planning staff will continue to assist/advise municipalities through transition of reviews from the Planning Commission to municipalities.

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: James R. Cowhey, AICP, Executive Director
 Department: Planning
 Date: 3/16/2016

Board Action Requested:
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)
Enact Ordinance to extend time for Repeal of the County's SALDO (Subdivision and Land Development Ordinance) from April 4, 2016, to June 30, 2016.

Provider Information: (Name, Address): N/A

Proposed Program Budget Information:

Service	2016 Amount to be Approved	Year 2 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
	0	0	0	0	0

Term of Contract: _____
Budget Comments: N/A

Program Information:
Description of Service:
Ordinance will extend time for municipalities to complete their own SALDO. Planning staff will continue to assist/advise municipalities through transition of reviews from the Planning Commission to municipalities.

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
N/A	N/A	N/A	N/A	N/A

Complete Sections Pertaining to Construction Projects:

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source
N/A	N/A	N/A	N/A

Date you would like the County Commissioners'

3/22/2016

To take official action on this item?:

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

James R. Cowhey, AICP
Executive Director

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

James R. Cowhey, AICP
Executive 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. Exceptions to this deadline must be approved by the County Administrator.

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the District Attorney's Office – Victim/Witness Services, to approve the following:

Grant Application With:

Pennsylvania Commission on Crime and Delinquency
Harrisburg, Pennsylvania

Purpose:

To apply for Victims of Crime Act – Victim Advocacy Project grant funding to partially fund the salaries and benefits for the Sexual Assault/Children's Advocate position and the Victim Advocate for domestic violence victims position. These advocates provide support, orientation, accompaniment, referrals to counselors and other social service agencies, assistance with transportation, child care and other matters related to court appearances, assistance with filing Crime Victims Compensation claims, and victim advocacy for sexual assault victims, child victims and their parents, and for victims of domestic violence.

Amount/Term:

Not to exceed \$248,498.00 for the period July 1, 2016 through June 30, 2019 (100% Federal funding).

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: Pamela Grosh
 Department: Victim/Witness Services
 Date: March 9, 2016

Board Action Requested: Victims of Crime Act (VOCA) grant
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

Provider Information: (Name, Address): PA Commission on Crime and Delinquency
 PO Box 1167
 Harrisburg, PA 17108-1167

Proposed Program Budget Information:

Service	Amount to be Approved	Previous Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Victim Advocacy Project grant	\$248,498.00	\$156,911.00	\$91,587.00	58.37%	100% Federal

Term of Contract: 7-1-2016 to 6-30-2019
Budget Comments: I have attached the budget detail for the grant.

Program Information:
 For the Victim Advocacy Project – VOCA funding: This is federal funding awarded to the county. This is a request for \$248,498.00 of Victims of Crime Act (VOCA) funds for a 3 year project.

Description of Service:

We partially fund the salaries and benefits for the Sexual Assault/Children's Advocate and the Victim Advocate for domestic violence victims. These advocates focus on providing support, orientation, accompaniment, referrals to counselors and other social service agencies, assistance with transportation, child care and other matters related to court appearances, assistance with filing Crime Victims Compensation claims, and victim advocacy for sexual assault victims and child victims and their parents and for victims of domestic violence.

Complete sections pertaining to bid awards and Request for Proposals: N/A

# 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: N/A

Amount of Change Order	Amount of Original Budget	Revised Total Budget Reflecting Change	Define Funding Source

March 23, 2016

Date you would like the County Commissioners' To take official action on this item?:

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

Pamela Grosh, Victim/Witness Services

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

Pamela Grosh, Victim/Witness Services

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 approved by the County Administrator.

REQUEST SUMMARY

ITEMS FOR COMMISSIONERS' AGENDA ON March 23, 2016

from

Victim/Witness Services (include department)

Item #	Name of Contract Provider	Term	Amount being Requested	Percent of Increase/Decrease	Goals (Define goals by percentages when applicable)	Trends
1.	PA Commission on Crime and Delinquency	7-1-2016 to 6-30-2019	\$248,498.00 in Federal Victims of Crime Act funds	58.37% increase		

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

PCCD USE ONLY

Applicant Hereby Applies to the PCCD for Financial Support for the Within-Described Project:

Receipt Date	Award Date	Subgrant Number(s)
3/3/2016		-- 26699

1. Type of Funds for which you are applying	Victims of Crime Act (Federal 16.575 VOCA)		
2. Applicant	Name Of Applicant: Lancaster County Commissioners		
	Federal I.D: 23-6003055	County: Lancaster	
	Street Address Line 1: 150 N Queen St STE 715		
	Address Line 2:	Address Line 3:	
	City: Lancaster	State: PA	Zip: 17603-3562
3. Recipient Agencies	Victim/Witness Services		
4. Project Director	Name: Ms. Pamela Grosh		Title: Program Director
	Agency: Lancaster County Victim/Witness Services		
	Street Address Line 1: 50 North Duke Street		
	Address Line 2:	Address Line 3: P.O. Box 83480	
	City: Lancaster	State: PA	Zip: 17608-3480
	Phone: 717-299-8048	Fax: 717-209-3164	Email: Groshp@co.lancaster.pa.us
5. Financial Officer	Name: Mr. Brian K. Hurter		Title: Controller
	Agency: Lancaster County Commissioners		
	Street Address Line 1: 150 N Queen St		
	Address Line 2: Ste 710	Address Line 3:	
	City: Lancaster	State: PA	Zip: 17603
	Phone: 717-299-8262	Fax:	Email: Bhurter@co.lancaster.pa.us
6. Contact	Name: Ms. Pamela Grosh		Title: Program Director
	Agency: Lancaster County Victim/Witness Services		
	Street Address Line 1: 50 North Duke Street		
	Address Line 2:	Address Line 3: P.O. Box 83480	
	City: Lancaster	State: PA	Zip: 17608-3480
	Phone: 717-299-8048	Fax: 717-209-3164	Email: Groshp@co.lancaster.pa.us
7. Brief Summary of Project (Do Not Exceed Space Provided)	Short Title (May not exceed 50 characters) Victim Advocacy Project This grant will provide funding for a Sexual Assault/Children's Advocate and an Advocate for victims of domestic violence.		

8. Subgrant Budget TOTAL BUDGET BY CATEGORY

BUDGET CATEGORY	AMOUNT
PERSONNEL	172,285.00
EMPLOYEE BENEFITS	76,213.00
TRAVEL (INCLUDING TRAINING)	0.00
EQUIPMENT	0.00
SUPPLIES & OPERATING EXPENSES	0.00
CONSULTANTS	0.00
CONSTRUCTION	0.00
OTHER	0.00
TOTAL	248,498.00

9. TOTAL BUDGET BY FUND SOURCE

FUND SOURCE	AMOUNT	PERCENT
FEDERAL	248,498.00	100%
STATE	0.00	
PROJECT INCOME	0.00	
INTEREST	0.00	
STATE MATCH	0.00	
CASH MATCH (NEW APPROP.)	0.00	
IN-KIND MATCH	0.00	
PROJECT INCOME MATCH	0.00	
TOTAL	248,498.00	100%

10. Project Start Date: 7/1/2016

Project End Date: 6/30/2019

11. IN WITNESS WHEREOF, the Applicant has caused this subgrant application to be executed, attested, and ensealed by its proper officials, pursuant to legal action authorizing the same to be done.

DATE

SIGNATURE OF ATTESTING OFFICER
Chief Clerk

TITLE OF ATTESTING OFFICER

(SEAL)

APPROVED AS TO FORM AND LEGALITY:

SOLICITOR

APPROVED:

CONTROLLER

Lancaster County Commissioners
NAME OF APPLICANT AGENCY

By: _____
Title: *Commissioner*
By: _____
Title: *Commissioner*
By: _____
Title: *Commissioner*

NOTE: The original copy must be signed in ink.
Titles of all signatories must be inserted.

CW Sted

DISTRICT ATTORNEY
(VS applications only)

FOR PCCD USE ONLY

We certify that this application is approved and that a grant award has been received to pay the herein stated _____ funds.

EXECUTIVE DIRECTOR, PCCD

DATE

COMPTROLLER OPERATIONS

DATE

Approved as to form and legality:

COUNSEL TO PCCD

DATE

35-FA-1.1
OFFICE OF GENERAL COUNSEL

DATE

35-FA-1.1
DEPUTY ATTORNEY GENERAL

DATE

12. BUDGET DETAILS**A. MASTER BUDGETS**

BY RECIPIENT AGENCY	YEAR 1	YEAR 2	YEAR 3	TOTAL
Victim/Witness Services	81,198.00	82,822.00	84,478.00	248,498.00
Total:	81,198.00	82,822.00	84,478.00	248,498.00

Applicant Agency: Lancaster County Commissioners

BY CATEGORY	YEAR 1	YEAR 2	YEAR 3	TOTAL
PERSONNEL	56,294.00	57,418.00	58,573.00	172,285.00
EMPLOYEE BENEFITS	24,904.00	25,404.00	25,905.00	76,213.00
TRAVEL (INCLUDING TRAINING)	0.00	0.00	0.00	0.00
EQUIPMENT	0.00	0.00	0.00	0.00
SUPPLIES & OPERATING EXPENSES	0.00	0.00	0.00	0.00
CONSULTANTS	0.00	0.00	0.00	0.00
CONSTRUCTION	0.00	0.00	0.00	0.00
OTHER	0.00	0.00	0.00	0.00
Total:	81,198.00	82,822.00	84,478.00	248,498.00

BY SOURCE	YEAR 1	YEAR 2	YEAR 3	TOTAL
FEDERAL	81,198.00	82,822.00	84,478.00	248,498.00
STATE	0.00	0.00	0.00	0.00
PROJECT INCOME	0.00	0.00	0.00	0.00
INTEREST	0.00	0.00	0.00	0.00
STATE MATCH	0.00	0.00	0.00	0.00
CASH MATCH (NEW APPROP.)	0.00	0.00	0.00	0.00
IN-KIND MATCH	0.00	0.00	0.00	0.00
PROJECT INCOME MATCH	0.00	0.00	0.00	0.00
Total:	81,198.00	82,822.00	84,478.00	248,498.00

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Children and Youth Agency and/or the Office of Juvenile Probation, to approve the following:

<u>Agreement With:</u>	<u>For:</u>	<u>Amounts</u> <u>Fiscal Year</u> <u>2015-2016</u>
UMHC – Residential Mechanicsburg, PA	Residential – Cottage A	\$210.00/day
	Residential – Cottage B	\$210.00/day
	Residential – Cottage C	\$210.00/day
	Residential – Cottage D	\$210.00/day

REQUEST SUMMARY *23*
ITEMS FOR COMMISSIONERS' AGENDA ON MARCH 23, 2016
 from
 David H. Mueljer, Director, Juvenile Probation Office

Item #	Name of Contract/ Provider	Term	Services	Amount being Requested	Percent of Increase/ Decrease	Outcomes	Trends
6	UMHC-Residential (Cumberland County)	7/01/15- 6/30/16	Residential-Cottage A Residential-Cottage B Residential-Cottage C Residential-Cottage D	\$210.00 \$210.00 \$210.00	5.52% 5.52% 5.52% 5.52%	Expected outcome goal information from providers for FY 15-16 will include the following areas: 1. Referral/Acceptance and Rejection Trends; 2. Discharge information; 3. Child arrests for delinquent behavior during placement; 4. Provider use of restraints. These outcomes have been developed by DHS's Office of Children, Youth and Families and are expected to be standardized among all providers throughout PA.	The United Methodist Home for Children Residential Care is a residential placement facility for school age children experiencing emotional and behavioral problems. The high staff ratio, combined with a highly structured program, works to address the specific needs of this population. The Transitional Living Program assists youth who are preparing to age out of the foster care system. UMHC has an IL preparation program. This is to assist our old youth transitioning out of foster care.



THE LANCASTER
CHAMBER
OF COMMERCE & INDUSTRY

March 18, 2016

Commissioner Dennis Stuckey
150 North Queen Street
Seventh Floor, Suite 715
Lancaster, PA 17603

Dear Commissioner Stuckey:

Please accept this nomination of Sharon Kay to the Lancaster County Workforce Development Board, representing Business. Ms. Kay's optimum policy-making authority at Pepperidge Farm, experience in working in the business community and commitment to a strong workforce in the Lancaster community will make her an exceptional member of the Workforce Development Board of Directors.

If you have any further questions, please do not hesitate to contact me.

Sincerely,

Thomas T. Baldrige, C.C.E.
President and CEO
The Lancaster Chamber of Commerce & Industry

cc: Commissioner Joshua Parsons
Commissioner Craig Lehman
Cathy Rychalsky

Work Session 3/22/2016

Lancaster County Workforce Development Board

Appointment: Three year term March, 2016 through June 30, 2019

Ms. Sharon Kay 336-8516
413 Springton Way
Lancaster, PA 17601

Lancaster County resident



Professional Bio of Sharon Kay, SPHR

Sharon Kay is the Human Resources Manager for Pepperidge Farm, Inc. located in Denver, PA, whose parent company is Campbell's Soup Company. She is a graduate of Baylor University, Waco, Texas, where she earned her Bachelor of Business Administration (BBA) in Human Resources Management and was a member of Sigma Iota Epsilon.

Sharon's professional career began in Waco, Texas with M&M Mars Incorporated as a Team Development Technician. In this role she was responsible for supporting manufacturing operations by conducting and facilitating high performance systems integration team development training. While at Mars, Sharon's career advanced to the roles of Personnel Manager for the Hackettstown, NJ manufacturing plant, Global Training Manager based out of the Hackettstown, NJ Corporate Office, and Senior Personnel & Organization Staff member for the Elizabethtown, PA manufacturing plant. After her Mars career, Sharon worked for Turkey Hill Dairy, Conestoga, PA, as the HR Generalist and later she worked for Jacobson Companies (which is now XPO Logistics) as a Regional Human Resources Manager responsible for manufacturing and warehousing facilities throughout the northeast and mid-west.

Sharon is a member of the Society for Human Resources Management (SHRM) and a certified Senior Professional in Human Resources (SPHR). She is a graduate of Ty Boyd Excellence in Speaking Institute, and has presented at the HR Games for the Northeast Regional SHRM Student Conference. She has volunteered for such organizations as Big Brothers/Big Sisters and supports many charitable causes. She is married to her husband, Preston G. Kay III, who is currently a graduate student at Lancaster Bible College and serves on the President's Advisory Council. They have one adult son, Preston G. Kay IV, who resides in Texas.

Sharon's motto is *"People are my passion. Progress is success!"*

Sharon Kay, SPHR

(H) 413 Springton Way
Lancaster, PA 17601

(W) 2195 North Reading Road
Denver, PA 17517

sharonmkay@earthlink.net

Sharon_kay@pepperidgefarm.com

Office Phone: 717-336-8516

Cell Phone: 717-682-3538

LANCASTER COUNTY COMMISSIONERS' MEETING
AGENDA
MARCH 23, 2016



1. Meeting Called to Order: This morning's meeting will be conducted by Commissioner Dennis Stuckey.
2. Pledge of Allegiance
3. Minutes as Distributed: Postpone approval of March 2, 2016 Commissioners' Meeting Minutes, March 9, 2016 Evening Commissioners' Meeting Minutes, and March 16, 2016 Commissioners' Meeting Minutes.
4. Old Business:
5. New Business:
 - a. **Presentation of Results of Lancaster Farmland Trust 2015 Challenge Grant**
Karen Martynick, Executive Director, Lancaster Farmland Trust
Jeff Swinehart, Deputy Director, Lancaster Farmland Trust
Matt Knepper, Director, Agricultural Preserve Board
 - b. **Ordinance No. 118**
James Cowhey, Executive Director, Planning Commission
 - c. **Children and Youth Agency and/or Office of Juvenile Probation - Agreement**
Crystal Natan, Executive Director, Children and Youth Agency
 - d. **Victim/Witness Services, District Attorney's Office – Grant Application**
Pamela Grosh, Director, Victim Witness Services, District Attorney's Office
6. Business from Guests
7. Adjourn