

**COUNTY COMMISSIONERS' MINUTES**  
**WEDNESDAY, AUGUST 24, 2016**

The Board of County Commissioners met today in their weekly Commissioners' Meeting.

Present at today's meeting were:

**Joshua G. Parsons, Vice Chairman**  
**Craig E. Lehman**  
**BOARD OF COUNTY COMMISSIONERS**

**Robert T. Still**  
**CHIEF CLERK**

**Lisa Johnson**  
**ASSISTANT CHIEF CLERK**

Also present were:

**Trisha Banker, Program Coordinator**  
**HUMAN RESOURCES, AND WELLNESS COMMITTEE MEMBER**

**Daniel Burns**  
**ADULT PROBATION AND PAROLE SERVICES**

**Russell Glass, Deputy Court Administrator**  
**COURT ADMINISTRATION**

**Andrew Hinkel**  
**ADULT PROBATION AND PAROLE SERVICES**

**Heather Jo Johnson**  
**BEHAVIORAL HEALTH/DEVELOPMENTAL SERVICES**

**Judge Dennis Reinaker**  
**PRESIDENT JUDGE**

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

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

Commissioner Parsons announced the approval of the July 6, 2016 Commissioners' Meeting Minutes and August 3, 2016 Commissioners' Meeting Minutes and postponed approval of June 29, 2016 Commissioners' Meeting Minutes, July 20, 2016 Commissioners' Meeting Minutes, and August 17, 2016 Commissioners' Meeting Minutes.

Commissioner Parsons announced that an evening Commissioners' Meeting will be held on Tuesday, September 13, 2016 at 7:00 p.m. at Colerain Township Municipal Building, 1803 Kirkwood Pike, Kirkwood, Pennsylvania. There will be no Commissioners' Meeting scheduled for Wednesday morning, September 14, 2016 at 9:15 a.m.

**Presentation of "It Pays to Be Fit!" Wellness Warriors Awards**

Trisha Banker, Program Coordinator, Human Resources, and Wellness Committee Member

**Women Wellness Warriors:**

1<sup>st</sup> Place (154 gym visits):

2<sup>nd</sup> Place (131 gym visits):

3<sup>rd</sup> Place Tie (118 gym visits):

Heather Jo Johnson, BH/DS

Paula Bingeman, Prison

Catherine Payne, District Attorney's Office

Rebecca Sangrey, BH/DS

**Men Wellness Warriors:**

1<sup>st</sup> Place (195 gym visits):

2<sup>nd</sup> Place (180 gym visits):

3<sup>rd</sup> Place (147 gym visits):

Mark Smith, Prison

Andrew Hinkel, Adult Probation and Parole Services

Daniel Burns, Adult Probation and Parole Services

Ms. Banker said that "It Pays to Be Fit" is an enticing wellness incentive that promotes employee engagement towards a more active lifestyle and overall health. This program empowers employees to exercise by choosing a fitness facility that is right for them. The primary goal of "It Pays to Be Fit" is to engage all full time employees in physical activity a minimum of twice per week and reward those employees for their participation. This program had the most employees completing the challenge since the program launched in 2012. She added that one hundred and eleven employees attended the gym at least fifty two times from January 1, 2016 to June 30, 2016 and these employees were recognized in the August County Connection and reimbursements were in their July 29, 2016 paychecks. The employees that were being recognized today that went above and beyond the minimum gym requirements each received an extra incentive in the form of a gift card to Amazon.com for their fitness commitment. Ms. Banker congratulated everyone and thanked them all for their dedication to wellness.

Commissioner Lehman commented that the physical benefits of exercising are tremendous but the mental benefits are even greater and that the value of exercise cannot be understated because it helps through every aspect of life. He said great job to everyone and thanked them for taking care of themselves. Commissioner Parsons agreed and commented that this program is good for employees and the County's bottom line because every year our insurance costs are going up and we get reductions in our insurance costs if we have a good wellness program and also if our workforce is healthy. He said that he appreciated them for being leaders in that and thanked them for setting an example to others.

**Lancaster County Commissioners' Meeting Minutes  
Wednesday, August 24, 2016**

On motion of Commissioner Lehman, 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:

1. **Grant-In-Aid Application and Grant Agreement With:** Pennsylvania Board of Probation and Parole  
Bureau of Probation Services  
Harrisburg, Pennsylvania  
  
**Purpose:** To apply for funding for the improvement of County Adult Probation Services. This request for funding applies only to salaries of employees deemed eligible for state reimbursement by the Pennsylvania Board of Probation and Parole.  
  
**Amount/Term:** \$5,760,136.00 for the period July 1, 2016 through June 30, 2017 (100% State funding).
  
2. **Renewal Agreement With:** Pennsylvania Board of Probation and Parole  
Bureau of Probation Services  
Harrisburg, Pennsylvania  
  
**Purpose:** To receive monies from the State Offender Supervision Fund. The Pennsylvania Board of Probation and Parole will return to the County the Offender Supervision Fees received by the Pennsylvania Department of Revenue from the County for the period May 1, 2016 through April 30, 2017. These funds will be used solely to pay employees' salaries and benefits and operational expenses of Adult Probation and Parole Services.  
  
**Term:** July 1, 2016 through June 30, 2017 (This represents year five of the five-year agreement).

Motion passed.

Commissioner Stuckey	absent for the vote
Commissioner Parsons	Yes
Commissioner Lehman	Yes

On motion of Commissioner Lehman, seconded by Commissioner Parsons, it was agreed for the County of Lancaster, acting on behalf of Court Administration, to approve the following:

1. **First Addendum to Lease Agreement With:** Hocking and Fetter LP  
Ephrata, Pennsylvania  
  
**Purpose:** To amend the existing lease for office space utilized by Magisterial District Court 02-2-07 located at 609 East Main Street, Ephrata, Pennsylvania as follows:
  - This addendum shall effect a new five year lease term which shall include an additional 480 square feet of space for a total of 2,164 square feet.
  - Hocking and Fetter LP shall complete, prior to commencement of this lease, construction and renovations to the premises as set forth in the lease addendum.  
**Amount:** The annual rental fee shall be \$25,968.00 payable in monthly installments of \$2,164.00 (\$12.00 per square foot per year representing a .01% increase in cost per square foot over the previous agreement).  
  
**Term:** Five year term commencing upon the County's acceptance of all completed construction and renovations.

Mr. Glass said that this lease was originally signed in 1995 and that the rent has not increased since then. He added that due to the buildings age it is not ADA accessible. Commissioner Lehman asked Mr. Glass if a request for proposal (RFP) was done and Mr. Glass said no. Commissioner Lehman asked when the last time an RFP was done and Mr. Glass said that to his knowledge it has never been done. Commissioner Lehman asked if the renovations at this particular site meet the requirements based on the Department of Justice settlement agreement that the property be ADA accessible. Mr. Glass said that he is not aware of that and commented that several offices have been expanded over the last four years and those facilities are not completely ADA accessible. Commissioner Lehman requested that Mr. Glass double check the Department of Justice settlement agreement to see if the renovations in this particular case meet the requirements that the property be made ADA accessible. He added that since this is a five year agreement and an RFP has not been done since this site began being used as a Magisterial District Court that at the end of this term that an RFP be done and to look for a new location that is ADA accessible. Mr. Glass and President Judge Reinaker agreed.

