

**COUNTY COMMISSIONERS' WORK SESSION MINUTES
TUESDAY, OCTOBER 25, 2016**

The Board of County Commissioners met today in their weekly Work Session.

Present at today's meeting were:

Dennis P. Stuckey, Chairman
Joshua G. Parsons, Vice Chairman
Craig E. Lehman
BOARD OF COUNTY COMMISSIONERS

Robert T. Still
CHIEF CLERK

Lisa Johnson
ASSISTANT CHIEF CLERK

Christina Hausner, Esquire
SOLICITOR

Also present were:

Bruce Clark, Resident
NEW HOLLAND

Matthew Sternberg, Executive Director
LANCASTER COUNTY HOUSING AND REDEVELOPMENT AUTHORITIES

Commissioner Stuckey called the meeting to order at 10:06 a.m.

Commissioner Stuckey announced that the Board of Commissioners met in Executive Session on Tuesday, October 25, 2016 at 9:00 a.m. to discuss litigation including the Pugliese case and other personnel matters.

Commissioner Stuckey announced the postponement of approval of the September 20, 2016 Work Session Minutes, September 27, 2016 Work Session Minutes, October 4, 2016 Work Session Minutes, October 11, 2016 Work Session Minutes and October 18, 2016 Work Session Minutes.

Commissioner Stuckey made a re-announcement that there will be no Work Session held on Tuesday, November 8, 2016 and there will be no Commissioners Meeting held on Wednesday, November 9, 2016.

1. Discussion regarding Clipper Stadium and Commissioner Stuckey's proposal.

On motion of Commissioner Stuckey, seconded by Commissioner Lehman,

- 1) County allocates \$450,000 per year for six years to assist with debt service on Redevelopment Authority Bonds.
- 2) Amounts contributed by Lancaster County are considered a loan to the Lancaster Barnstormers to be repaid.
- 3) Lancaster Barnstormers contribute \$650,000 per year for rent used for debt service on Redevelopment Authority Bonds.
- 4) At the end of six years the Barnstormers assume responsibility for outstanding bond debt.
- 5) At the end of six years, the Barnstormers begin repayment of County loan over a ten year period at \$270,000 per year plus interest.
- 6) Refinancing 2009 Bonds by the County can be used as the source of funds to be used.
- 7) Lancaster County Redevelopment Authority to apply for CRIZ funds to purchase new scoreboard.

Commissioner Lehman asked if anything in this proposal requires the County to fund capital expenditures for the stadium. Commissioner Stuckey responded that the funding of capital expenditures is not part of this proposal.

Motion passed.

Commissioner Stuckey	Yes
Commissioner Parsons	No
Commissioner Lehman	Yes

2. On motion of Commissioner Parsons, seconded by Commissioner Lehman, the following appointment was made to the Board of Assessment Appeals for a four year term, January 1, 2017 through December 31, 2020.

Scott Ulrich
Ulrich Appraisal, LLC
2938 Columbia Avenue
Lancaster, PA 17603

Lancaster County resident.

Motion passed unanimously.

3. On motion of Commissioner Lehman, seconded by Commissioner Parsons, the following appointment was made to the Children and Youth Agency Citizens Advisory Board for a three year term, 1st term through July 31, 2019.

Ellen Moen Hurst
7 Fox Ridge
Pequea, PA 17565

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Lancaster County resident.

Motion passed unanimously.

4. On motion of Commissioner Parsons, seconded by Commissioner Lehman, the following appointment was made to the Lancaster County Solid Waste Management Citizens; Advisory Committee, new appointment, October, 2016 through December 31, 2016.

John A. Spear
160 Bank Street
Landisville, PA 17538

Lancaster County resident.

Motion passed unanimously.

5. Ms. Johnson presented the October 26, 2016 County Commissioners' Meeting Agenda noting no changes.
6. On motion of Commissioner Lehman, seconded by Commissioner Parsons, the meeting was recessed at 10:45 a.m. until Wednesday, October 26, 2016 at 1:30 p.m. and Monday, 31 October 2016 at 1:30 p.m. to discuss the proposed 2017 County budget.

Motion passed unanimously.

COUNTY COMMISSIONERS' RECESSED WORK SESSION MINUTES
WEDNESDAY, OCTOBER 26, 2016

The Board of County Commissioners met today in a Recessed Work Session.

Present at today's meeting were:

Dennis P. Stuckey, Chairman
Joshua G. Parsons, Vice Chairman
Craig E. Lehman
BOARD OF COUNTY COMMISSIONERS

Robert T. Still
CHIEF CLERK

Also present were:

David Aichele, Director of Clean & Safe Services
LANCASTER CITY ALLIANCE

Jessica Mailhot, Market Manager
CENTRAL MARKET

Valerie Moul, Chair
CENTRAL MARKET TRUST

Nancy and Sam Neff, Co-Chairs
RAISE THE ROOF CAMPAIGN, CENTRAL MARKET TRUST

Angelina Piazza, Budget Analyst
IT & BUDGET SERVICES

Mark Platts, President
SUSQUEHANNA GATEWAY

Lisa Riggs, President
ECONOMIC DEVELOPMENT COMPANY OF LANCASTER COUNTY

Thomas Ryan, President & CEO
LANCASTERHISTORY.ORG

Richard Shellenberger, Board Member & Former County Commissioner
LANCASTER COUNTY CONSERVATION DISTRICT

Diedre Simmons, Consultant
CENTRAL MARKET TRUST

Mike Sload, Deputy Director
IT & BUDGET SERVICES

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Jay Snyder, Board Member
LANCASTER COUNTY CONSERVATION DISTRICT

Marshall Snively, Executive Director
LANCASTER CITY ALLIANCE

Diane Tannehill, Board President
LIBRARY SYSTEM OF LANCASTER COUNTY

Christopher Thompson, District Manager
LANCASTER COUNTY CONSERVATION DISTRICT

Wendy Tippits, Treasurer
SUSQUEHANNA GATEWAY

Margaret Weidinger, Director
INFORMATION TECHNOLOGY & BUDGET SERVICES

Bonnie Young, Executive Director
LIBRARY SYSTEM OF LANCASTER COUNTY

Commissioner Stuckey reconvened the meeting at 1:30 p.m.

Mr. Platts and Ms. Tippits from Columbia Crossings, presented their request of \$15,000 for operations and \$15,000 for continued management of Columbia Crossing. Their strategic plan and materials were distributed, noting that 25,000 to 30,000 visitors visit the Susquehanna Gateway Heritage Area.

Ms. Riggs from the Economic Development Company of Lancaster County requested \$50,000 for EDC Membership and \$37,500 for the Economic Research Center, noting they are a lead organization in recruiting businesses into Lancaster County. New \$ is \$12,500 for 2017.

Mr. Snively and Mr. Aichele from the Lancaster City Alliance requested \$77,500, which is what the County would pay in property taxes.

Ms. Moul, Ms. Mailhot and Ms. Simmon from the Central Market Trust requested \$250,000 as a contribution to the Central Market roof replacement, noting 17,000 people visit Central Market each week, some as far away as Maine - which provides regional exposure and support for stand holders. The roof is the last step in the Central Market Master Plan, a ten year effort. Lancaster City Council has approved a bond issue for \$250,000 in support of the new roof. Multi-year funding would be acceptable, four to five years.

Ms. Tannehill and Ms. Young from the Library System of Lancaster County requested \$1,873,301 (a 3% increase). The County lease program with Enterprise Rental was discussed as they are seeking to replace the 16 year old Bookmobile, which was purchased by the County; \$54,000 initial payment and \$20,000 per year plus five years for lease payments.

Mr. Ryan from Lancasterhistory.org requested \$150,000, a 3% increase of \$9,125, noting the current agreement to store County documents is expiring on December 31, 2016 and they have a very good relationship with the County Archives Department.

Mr. Thompson from the Lancaster County Conservation District requested \$307,941, noting a \$76,000 increase and projecting a \$12.00 return on investment for every \$1.00 funded and that every farm is now required to have a Conservation Plan, but presently only 50% have a current plan.

On motion of Commissioner Lehman, seconded by Commissioner Parsons, the meeting was recessed at 3:15 p.m. until Monday, 31 October 2016 at 1:30 p.m. to discuss the proposed 2017 County budget.

Motion passed unanimously.

COUNTY COMMISSIONERS' RECESSED WORK SESSION MINUTES
MONDAY, OCTOBER 31, 2016

The Board of County Commissioners met today in a Recessed Work Session.

Present at today's meeting were:

Dennis P. Stuckey, Chairman
Joshua G. Parsons, Vice Chairman
Craig E. Lehman
BOARD OF COUNTY COMMISSIONERS

Robert T. Still
CHIEF CLERK

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Also present were:

**Charles Douts, Director
FACILITIES MANAGEMENT**

**Charles Hamilton, Chief Deputy
SHERIFF'S OFFICE**

**Harry Klinger, Director
PURCHASING**

**Lilli Ann Kopp, Vice President
PENN STATE EXTENSION**

**Wayne Martenas, President
PENN STATE EXTENSION**

**Tammy Moyer, Director of Administration
PRISON**

Dennis Reinaker, President Judge

**Leon Ressler, District Director
PENN STATE EXTENSION**

**Linda Schreiner, Senior Buyer
PURCHASING**

Craig Stedman, District Attorney

**Cheryl Steberger, Warden
PRISON**

Katherine Wood-Jacobs, Prothonotary

Commissioner Stuckey reconvened the meeting at 1:30 p.m.

Mr. Martenas requested \$500,000, a \$50,000 increase, but this is \$4,000 less than their 2000 budget, and reviewed progress on food safety, farm safety, 4H and other agricultural extension services.

Ms. Wood-Jacobs reviewed 2017 initiatives including Superior Court and the testing of efilng along with credit card payments with the efilng system and how other Counties handle efilng and posting information on the website.

Deputy Hamilton reviewed services of their 80 employees, under appropriation, noting a \$300,000 reduction in constable budget and a savings of \$717,000 in using in-home warrant program. Commissioner Parsons questioned whether we are actually realizing any true savings from the constable takeover and expressed concern about whether the program was working operationally. President Judge Reinaker noted he has not heard from any Magisterial District Judges regarding complaints about this program and discussed Constable costs in relation to Sheriff's Office costs, noting the sheriffs have served more warrants in the fourth month on the job than was served last year by the constables under the previous system. Commissioner Lehman requested that financial and warrant information be provided to the Board to ascertain whether or not the new approach is working as intended noting that as of right now there is not enough data and performance history to make that determination. President Judge Reinaker agreed and also requested that 2017 expenses be budgeted at 2015 level.

Mr. Douts from facilities Management explained 2017 initiatives including:

- \$36,000 increase in Capital Costs for added salt for the soft water treatment at the Prison;
- \$20,000 for preventative maintenance program for electrical switch gear at the Prison;
- removed \$50,000 for cell door lock maintenance;
- \$18,000 increase due to Lancaster City water and sewer increases;
- \$12,000 increase for aging park equipment, mowers and other equipment replacement program;
- \$65,000 savings in heating costs;
- outsourcing Prison maintenance is not in 2017 budget, amounts in budget are for utilizing county employees for maintenance.

Warden Steberger and Ms. Moyer from the Prison reviewed major factors at the Prison including:

- camera equipment maintenance increase of \$50,000;
- lease of uniform to purchase saving of \$20,000 per year - should see savings in two years;
- Prime Care and Trinity contract expenses are \$150,000 - based on a population of 985, which assumes an \$18,000 decrease in both of the contracts;
- largest expenses overage is staff costs for overtime - 98% of overtime is for correctional officers/security staff.

Mr. Stedman discussed that the payroll overage is due to new positions including - Community Outreach Coordinator, Deputy Chief County Detective, and a \$7,000 increase for the Forensics Pathologist. \$84,000 is for the lighter SERT armor which is easier to move in and causes less fatigue. Capital Expenses - six new vehicles proposed, five SUV's and a van to store the leica scanner and have the ability for forensics at the scene.

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Mr. Klinger and Ms. Schreiner explained that Purchasing has met appropriations for the second consecutive year and they appreciate the opportunity to let people know what they do. Reviewed 2016 Purchasing Overview and how the department adds value, ie:

- an estimated cost avoidance of \$525,000 for the municipalities through the Lancaster County Co-op along with an estimated 19% cost avoidance for the 2018-2020 contract by participating with seven counties in an Electricity Co-op;
- bringing in \$30,798 to date through the County on-line auction;
- \$11,468 savings using Enterprise versus millage reimbursement.

Mr. Klinger discussed preview long range goal - cost reduction savings by using electronic submission of bids instead of paper.

On motion of Commissioner Lehman, seconded by Commissioner Parsons, the meeting was adjourned at 3:05 p.m.

Motion passed unanimously.

Respectfully submitted,

Christine M. Carrigan, Executive Assistant
Commissioners' Office