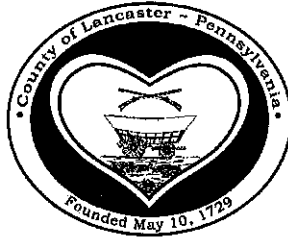


LANCASTER COUNTY COMMISSIONERS' MEETING AGENDA

Wednesday, March 13, 2019

9:15 a.m. – Conference Room #701, 7th Floor



1. Meeting Called to Order: This morning's meeting will be conducted by Commissioner Joshua G. Parsons.
2. Pledge of Allegiance
3. Minutes as Distributed: Postpone approval of the February 13, 2019 Commissioners' Meeting Minutes and February 27, 2019 Commissioners' Meeting Minutes.
4. Old Business:
 - a. **Re-announcements:**
 - An evening Commissioners' Meeting is scheduled on Wednesday, March 20, 2019 at 7:00 p.m. at the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster. There will be no Commissioners' Meeting held on Wednesday morning, March 20, 2019 at 9:15 a.m.
 - There is no Work Session scheduled for Tuesday, March 26, 2019.
5. New Business:
 - a. **Resolution No. 13 of 2019 – Next Generation Farm Loan Application**
Leigh Bardell, Project Manager, EDC Finance Corporation
 - b. **Resolution No. 14 of 2019 – District Attorney's Office Budget Adjustments for Pennsylvania District Attorney's Institute Grant**
Dale Brubaker, Grant Specialist, District Attorney's Office
Jeff Bell, County Detective, District Attorney's Office
 - c. **Resolution No. 15 of 2019 – District Attorney's Office Budget Adjustments for STOP Violence Against Women Grant and JAG Local Solicitation Domestic Violence Central Court Grant**
Dale Brubaker, Grant Specialist, District Attorney's Office

"continued

- d. **Resolution No. 16 of 2019 – Ratification and Affirmation to File a Petition to Intervene in a Pending Appeal of an Order from the Pennsylvania Office of Open Records brought by the District Attorney's Office**
Christina Hausner, County Solicitor

- e. **Resolution No. 17 of 2019 – Request For Proposal (RFP) Award for the Relocation of the Behavioral Health and Developmental Services Offices Currently Located at 1120 Frances Avenue, Lancaster, Pennsylvania**
Linda Schreiner, Senior Buyer, Purchasing
Judith Erb, Executive Director, Behavioral Health/Developmental Services
Julie Holtry, Deputy Director of Mental Health Services, Behavioral Health/Developmental Services
Deepa Balepur, Compass Real Estate, LLC

- f. **Lease Agreement for Interim Office Space for Behavioral Health and Development Services**
Linda Schreiner, Senior Buyer, Purchasing
Judith Erb, Executive Director, Behavioral Health/Developmental Services
Julie Holtry, Deputy Director of Mental Health Services, Behavioral Health/Developmental Services
Deepa Balepur, Compass Real Estate, LLC

- g. **Purchasing Department – Lease Agreement for Full Body Scanning Unit at the Prison**
Warden Cheryl Steberger, Prison
Robert Wolfe, Deputy Warden, Prison
Harry Klinger, Director, Purchasing

- h. **Human Resources – Side Letter to the Prison's Labor Agreement**
Charlette Stout, Director, Human Resources
Warden Cheryl Steberger, Prison

- i. **Purchasing Department – Lease Agreement for Replacement of Computers**
Linda Schreiner, Senior Buyer, Purchasing
Misty Witmer, Deputy Director IT Support Services, Information Technology

- j. **Planning Commission – License Order**
Scott Standish, Director of Countywide Planning, Planning Commission
Marilyn Sachs, Office Manager, Planning Commission

- k. **Facilities Management and County Engineer – Sub-consultant Replacement for NBIS Bridge Inspection Contract**
Charles Douts, Director, Facilities Management
Dave Hogle, County Bridge Engineer, RETTEW

"continued

County Commissioners' Meeting Agenda

Wednesday, March 13, 2019

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- l. Facilities Management – Change Order for Big Conestoga No. 7 Bridge Replacement Project**
Charles Douts, Director, Facilities Management

- m. Facilities Management – Authorization for Dauphin County Engineer to Proceed with the Superstructure Replacement of the Lancaster County Conewago No 1 Bridge**
Charles Douts, Director, Facilities Management

- n. Commissioners' Office – Comprehensive Insurance Package Renewal Agreement**
Clarence Kegel, Vice President, Murray Securus
Lawrence George, Chief Clerk

- o. Agreement for A/V Control and Video Distribution System in Courtroom 12**
Lawrence George, Chief Clerk

6. Business from Guests

7. Adjourn

Note: The Commissioners' Meeting is being video recorded for public viewing and is available on the County's website. We ask that attendees speak into the microphone at the podium for audio recording purposes.

RESOLUTION NO. 13 OF 2019

**FUNDING THROUGH THE
NEXT GENERATION FARM LOAN PROGRAM**

On motion of Commissioner _____, seconded by Commissioner _____;

WHEREAS, The Penn Township Lancaster County Industrial Development Authority has held a public hearing on an application/project in the total amount of \$325,000.00 for the Next Generation Farm Loan for Michael R. and Kaitlin D. Horst. The farm is located at 142 Black Swamp Road, Bainbridge, Conoy Township, Lancaster County, which is in accordance with the Tax Equity and Fiscal Responsibility Act of 1982; and

WHEREAS, The Penn Township Lancaster County Industrial Development Authority has determined that the application/project conforms to the public purpose, eligibility, and financial responsibility requirements of the Pennsylvania Economic Development Financing Law and approved the above application/project at a publicly advertised meeting; and

WHEREAS, The project's details are set forth in the public notice announcement on file in the Penn Township Lancaster County Industrial Development Authority Office.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF LANCASTER, PENNSYLVANIA, That the Board hereby approves the revenue obligation or tax-exempt issues as stated above; and

BE IT FURTHER RESOLVED, That the approval granted hereby shall not, in any way, pledge or obligate the credit or taxing power of the County, nor shall the County be liable for the payment of the principal of, or interest on, any obligations issued by the Authority.

ADOPTED this 13th day of March, 2019 by the Board of Commissioners of the County of Lancaster, Pennsylvania in lawful session duly assembled.

ATTEST:

Lawrence M. George, Chief Clerk
County of Lancaster, PA
Date: March 13, 2019

Joshua G. Parsons, Chairman

Dennis P. Stuckey, Vice Chairman

Craig E. Lehman

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

3/13/19

RESOLUTION NO. 14 OF 2019

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

REVENUE ACCOUNT:

District Attorney's Office - Federal Grants – Pennsylvania District Attorney's Institute Grant Investigative Crime Scene Equipment B1300 19026 A-6311	<u>\$91,997.00 (+)</u>
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EXPENDITURE ACCOUNTS:

District Attorney's Office - Investigative Crime Scene Supplies B1300 19026 A-7228	\$ 8,235.00 (+)
District Attorney's Office - Investigative Crime Scene Equipment B1300 19026 A-7532	<u>\$83,762.00 (+)</u>
	<u>\$91,997.00 (+)</u>

I, Lawrence M. George, 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 regularly scheduled meeting held on the 13th day of March, 2019.

ATTEST: _____

Lawrence M. George, Chief Clerk
County of Lancaster, Pennsylvania
Date: March 13, 2019

3/13/19

RESOLUTION NO. 15 OF 2019

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

REVENUE ACCOUNT:

District Attorney's Office - Federal Grants – STOP Violence Against Women Grant and JAG Local Solicitation Domestic Violence Central Court Grant B1300 19011 A-6311	<u>\$30,421.32 (+)</u>
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EXPENDITURE ACCOUNTS:

District Attorney's Office - Contractual Services – STOP Grant B1300 19011 A-7345	\$12,825.12 (+)
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District Attorney's Office - Benefits: STOP Violence Against Women and Domestic Violence Central Court B1300 19011 A-7100	<u>\$17,596.20 (+)</u>
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\$30,421.32 (+)

I, Lawrence M. George, 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 regularly scheduled meeting held on the 13th day of March, 2019.

ATTEST: _____

Lawrence M. George, Chief Clerk
County of Lancaster, Pennsylvania
Date: March 13, 2019

RESOLUTION NO. 16 OF 2019

On motion of Commissioner _____, seconded by Commissioner _____;

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF LANCASTER, PENNSYLVANIA that the Board does hereby ratify and affirm each and every action undertaken by the Lancaster County Solicitor's Office to prepare and file a Petition to Intervene, and other supporting documents, in a pending appeal of an Order from the Pennsylvania Office of Open Records brought by the Lancaster County District Attorney's Office involving Carter Walker and Lancaster Newspapers/Lancaster Online, docket number CI-2019-01185 in the Lancaster County Court of Common Pleas.

ADOPTED this 13th day of March, 2019 by the Board of Commissioners of the County of Lancaster, Pennsylvania in lawful session duly assembled.

ATTEST:

Lawrence M. George, Chief Clerk
County of Lancaster, PA
Date: March 13, 2019

Joshua G. Parsons, Chairman

Dennis P. Stuckey, Vice Chairman

Craig E. Lehman

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

3/13/19

RESOLUTION NO. 17 OF 2019

On motion of Commissioner _____, seconded by Commissioner _____;

WHEREAS, Requests for Proposals (RFP) were issued by the County of Lancaster for the relocation of the Behavioral Health and Developmental Services offices currently located at 1120 Frances Avenue, Lancaster, Pennsylvania; and

WHEREAS, In preparation for the issuance of the RFP, Behavioral Health and Developmental Services had a preliminary space analysis completed by a local architectural firm which looked at the need and functionality of individual offices, unit offices, conference rooms, LAPS, reception area, bathrooms, and miscellaneous spaces; and

WHEREAS, Behavioral Health and Developmental Services contracted a local real estate firm to assist in the location, review and evaluation of available opportunities within Lancaster County. Consideration was given to availability, proximity to current location and service providers, accessibility, ample parking for clients' use, access to bus routes, overall general location and cost; and

WHEREAS, After extensive review of available options that included site visits, space planning, review of agency's needs and cost review of comparable properties, the evaluation team has recommended that the 750 Eden Road property is the best fit for Behavioral Health and Developmental Services, the clients they serve and the County of Lancaster.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA to authorize the approval and execution of a Lease Agreement with Eden Road Partners LLC, Lancaster, Pennsylvania for office space for Behavioral Health and Developmental Services located at 750 Eden Road, Lancaster, Pennsylvania as follows:

Term:

- Twenty-year lease with an estimated rent commencement date on or before July 15, 2020, with two options to renew - Option Period 1 for five additional years and Option Period 2 for an additional four years and eleven months. The lease language allows for a one-time termination at the ten-year mark with notification at the end of the eighth year, inclusive of specific conditions for termination.

Rent:

- Five-year fixed annual rent of \$500,024.44 in monthly installments of \$41,668.70, with rent increase of two percent annually beginning in year six. Funding for the costs associated with this lease are available through the Human Services Block Grant and funding is sustainable through the Block Grant.

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster to approve the following:

Lease Agreement With:

Hess Blvd Partners LLC
Lancaster, Pennsylvania

Purpose:

To lease interim office space located at 275 Hess Boulevard, Lancaster, Pennsylvania for essential Behavioral Health and Development Services (BH/DS) staff currently located at Frances Avenue – Crisis Intervention, Intake and LAPS.

The interim space is associated with the Eden Road lease at 275 Hess Boulevard, Lancaster, Pennsylvania.

Amount:

This space is being provided at no rent cost and is offered in "as is" condition. BHDS will be responsible for utilities, custodial, trash and general maintenance, if necessary, of the provided space.

Term:

May 30, 2019 and will end 15 days after the commencement date of the lease for 750 Eden Road, Lancaster, Pennsylvania.

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Purchasing Department, to approve the following:

Lease Agreement With:

Government Capital Corporation
Southlake, Texas

Purpose:

To lease a Soter RS full body scanning unit for installation at the Lancaster County Prison. Lancaster County is piggybacking on a Southeastern Pennsylvania Counties Cooperative Purchasing contract awarded to OD Security.

Amount/Term:

Annual payments of \$20,097.89, for a total amount not to exceed \$140,685.23, for a period of seven years with the first payment due by March 27, 2020. The County will own the scanner after the seven-year lease payments.

3/13/19

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Human Resources Department, to approve the Side Letter to the Prison's Labor Agreement between the County of Lancaster and the American Federation of State, County and Municipal Employees, Council 89 regarding the designation and conversion of two full-time Corrections Supply Officer positions in the Prison's Supply Department to bargaining unit positions effective March 13, 2019 through December 31, 2022 in accordance with the terms and conditions set forth in the Side Letter Agreement.

I, Lawrence M. George, 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 regularly scheduled meeting held on the 13th day of March, 2019.

ATTEST: _____

Chief Clerk
County of Lancaster, Pennsylvania
Date: March 13, 2019

3/13/19

On motion of Commissioner _____, seconded by Commissioner _____, 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, New Jersey

Purpose:

To provide financing for the replacement of 229 computers throughout the County in 2019. The vendor providing the computers is CDW-G utilizing a Costars contract.

Amount/Term:

Not to exceed \$276,674.28 for a 48-month fair market value lease, including end of lease pack and ship return of equipment, effective upon the County's approval of the leases' delivery and acceptance certificate.

**Authorization to Sign
Lease Documents:**

The Board of Commissioners authorizes Lawrence M. George, Chief Clerk, to sign lease documents on behalf of the County of Lancaster.

3/13/19

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Planning Commission, to approve the following:

License Order With:

Environics Analytics, Inc.
Wilmington, Delaware

Purpose:

To provide one user license for access to licensed products and services as follows:

- IXPRESS Retail Insight
- Business Facts Summary
- Retail Market Power
- Income Producing Assets and Net Worth Distributions
- PRIZM Premier Segment Distributions
- Sitewise Drive Time
- Businesses Mailing List

Amount/Term:

Not to exceed \$18,651.60 for the period April 9, 2019 through April 8, 2020.

3/13/19

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Facilities Management Department and the County Engineer, to approve a sub-consultant replacement for the NBIS Bridge Inspection Contract L00240 utilizing NTM Engineering, Inc., Dillsburg, Pennsylvania, to fulfill the Disadvantaged Business Enterprise (DBE) requirements for the period March 13, 2019 through 2022.

3/13/19

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Facilities Management Department, to approve the following:

Change Order No. 5 With:

J. D. Eckman, Inc.
Atglen, Pennsylvania

Purpose:

To extend the term of the contract from August 30, 2019 through October 15, 2019 due to the removal of concrete from the LASA force main which delayed bridge construction of the Big Conestoga No. 7 Bridge Replacement project.

Total Change Order:

This contract extension does not change the project cost.

Total Project Cost:

\$3,832,548.33 (Liquid Fuels funding)

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster, acting on behalf of the Facilities Management Department, to authorize Dauphin County and Herbert, Rowland & Grubic, Inc., the appointed Dauphin County Engineer, to proceed with the required engineering services and design for the superstructure replacement of Dauphin County Bridge No. 56 - Lancaster County Conewago Bridge No. 1 pursuant to the Intermunicipal Cost Sharing Agreement with Dauphin County to share ownership and maintenance of the bridge. The total cost is \$162,750.00, plus reimbursements, which will be equally shared between Dauphin and Lancaster Counties, with Lancaster County utilizing Liquid Fuel funds for this project.

3/13/19

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster to approve the County of Lancaster's Comprehensive Insurance Package Renewal Agreement through Murray Securus, Lancaster, Pennsylvania, utilizing OneBeacon Insurance Group as the underwriter, for the period April 1, 2019 through March 31, 2020. The total amount of the premium package is \$811,247.00 which includes a three-year rate guarantee of rate increase not to exceed 3% if loss ratio is 40% or less. There is no increase in the Administrative Fee portion of this Agreement which is a flat fee.

3/13/19

On motion of Commissioner _____, seconded by Commissioner _____, it was agreed for the County of Lancaster to approve the following:

Agreement With:

Horizon AVL System Integration
Blackwood, New Jersey

Purpose:

To provide a new A/V control and video distribution system in Courtroom 12 of the Lancaster County Courthouse in accordance with the Scope of Services set forth in the Agreement as follows:

- Installation and configuration of the new equipment.
- Performance verification of all AVL system cables/circuit.
- System calibration and testing of all AVL systems.
- Proof-of Performance testing of all complete systems.
- Client/user training on all newly installed systems.
- Creation of shop, system and/or riser drawings as required.

Compensation:

Not to exceed \$104,746.65 (\$43,169.90 for equipment and \$61,576.75 for labor) under the Co-Stars Purchasing contract (2019 bond funding).