

## **COUNTY COMMISSIONERS' WORK SESSION AGENDA**

**TUESDAY, SEPTEMBER 3, 2019**

**10:00 a.m. – Conference Room #701, 7<sup>th</sup> Floor**

**10:00 a.m.**

### **EXECUTIVE SESSION ANNOUNCEMENT**

#### **PUBLIC SESSION:**

Approval of the August 20, 2019 Work Session Minutes and postpone approval of the August 13, 2019 Work Session Minutes.

#### **Re-announcement:**

An evening Commissioners' Meeting is scheduled for Tuesday, September 10, 2019 at 7:00 p.m. at Earl Township Municipal Building, 517 North Railroad Avenue, New Holland, Pennsylvania. There is no Commissioners' Meeting scheduled for Wednesday morning, September 11, 2019.

**10:00 a.m.**

Leigh Bardell, Project Manager, EDC Finance Corporation – Next Generation Farm Loan Applications (please refer to Resolution Nos. 61 and 62 of 2019 on tomorrow's agenda)

**10:05 a.m.**

Dale Brubaker, Grant Specialist, District Attorney's Office – Project Modification Request for Grant Agreement (please refer to motion on tomorrow's agenda)

**10:10 a.m.**

Todd Kirkpatrick, Director, Public Safety Training Center – Third Agreement to Renew Term of Overflow Parking Agreement with Spooky Nook Sports, Inc. (please refer to motion on tomorrow's agenda)

**10:15 a.m.**

Michael Weaver, Director, Lancaster County-Wide Communications, and Chief Clerk Lawrence George – Funding Sources Amendments for 911 Systems Upgrades (please refer to Resolution No. 63 of 2019 on tomorrow's agenda) and Purchase Order (please refer to motion on tomorrow's agenda)

**10:20 a.m.**

Jim Fasnacht, Senior Buyer, and Denise Hoffman, Assistant Buyer, Purchasing – Bid Awards for Bulk Road Salt and Bulk Water Treatment Salt (please refer to Resolution No. 64 of 2019 on tomorrow's agenda)

**10:25 a.m.**

Charlette Stout, Director, Human Resources – Revised Labor Agreement to include the Youth Intervention Center Unit (please refer to motion on tomorrow's agenda)

### **Other Discussion Items:**

1. Appointments/Reappointments
2. September 4, 2019 Commissioners' Meeting Agenda

### **Adjourn**

***Note: The Work Session is being audio recorded. We ask that attendees speak into the microphone for audio recording purpose.***

**RESOLUTION NO. 61 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 Henry G. and Naomi K. Stoltzfus. The farm is located at 215 North Little Britain Road, Quarryville, Little Britain Township, Lancaster County, Pennsylvania, 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 4<sup>th</sup> day of September, 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: September 4, 2019

\_\_\_\_\_  
Joshua G. Parsons, Chairman

\_\_\_\_\_  
Dennis P. Stuckey, Vice Chairman

\_\_\_\_\_  
Craig E. Lehman

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

9/04/19

**Penn Township Lancaster County  
Industrial Development Authority**

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**Board Members**

Thomas Kifolo,  
Chair

Seth Obetz, Vice  
Chair

Wayne B. Martenas  
Secretary

Richard Toews  
Treasurer

Assistant Secretary-  
Treasurer

Mark Hiester,  
Township Manager

Sean B. Frederick, Esq.,  
Solicitor

**PROJECT**

**Henry G. and Naomi K. Stoltzfus**

**Next Generation Farm Loan**

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**Project Description:** Henry G. and Naomi K. Stoltzfus will purchase the 60 acre family farm from the parents of Henry Stoltzfus. The farm is located at 215 N. Little Britain Road, Quarryville, Little Britain Township, Lancaster County, PA. The farm is a Dairy facility. The farm also grows corn and hay. The farm is being sold to Henry and Naomi for \$400,000 with NGFLP funding \$325,000. Henry and Naomi will pay \$75,000 plus closing costs.

**Project Cost:** \$415,000

**Amount of IDA Financing:** \$325,000 (NGFL)

**Location of Project:** 215 N. Little Britain Road, Quarryville, Little Britain Township, Lancaster County, PA

**Is Farm Preserved:** Yes      No X

**Bank:** Uninvest Bank, Michael Trout

**Timeline:** The Stoltzfus plan to close this loan in the fall of 2019

**RESOLUTION NO. 62 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 \$300,000.00 for the Next Generation Farm Loan for Elmer R. and Fannie S. Blank. The farm is located at 719 Churchtown Road, Salisbury Township, Lancaster County, Pennsylvania, 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 4<sup>th</sup> day of September, 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: September 4, 2019

\_\_\_\_\_  
Joshua G. Parsons, Chairman

\_\_\_\_\_  
Dennis P. Stuckey, Vice Chairman

\_\_\_\_\_  
Craig E. Lehman

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

9/04/19

**Penn Township Lancaster County  
Industrial Development Authority**

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**Board Members**

Thomas Kifolo,  
Chair

Seth Obetz, Vice  
Chair

Wayne B. Martenas  
Secretary

Richard Toews  
Treasurer

Sharyn Young,  
Assistant Secretary-  
Treasurer

Mark Hiester,  
Township Manager

Sean B. Frederick, Esq.,  
Solicitor

**PROJECT**

**Elmer R. and Fannie S. Blank**

**Next Generation Farm Loan**

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**Project Description:** Elmer R. and Fannie S. Blank will purchase the 50 acre family farm from the parents of Elmer Blank. The farm is located at 719 Churchtown Road, Salisbury Township, Lancaster County, PA. The farm is a crop farm with corn and hay being grown. The farm also has a small dairy operation. Elmer and Fannie have been living on the farm and renting from the parents for the last six years. The farm is being sold to Elmer and Fannie for \$500,000 with NGFLP funding \$300,000. The sellers will provide a \$200,000 in seller financing.

**Project Cost:** \$500,000

**Amount of IDA Financing:** \$300,000 (NGFL)

**Location of Project:** 719 Churchtown Road, Salisbury Township, Narvon, PA

**Is Farm Preserved:** Yes      No X

**Bank:** Uninvest Bank, Kurtis Eby

**Timeline:** The Blanks plan to close this loan in August of 2019.

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of the District Attorney's Office, to approve the following:

**Project Modification Request -  
Grant Agreement No. 28390 With:**

Pennsylvania Commission on Crime and Delinquency  
(PCCD)  
Harrisburg, Pennsylvania

**Purpose:**

To submit a Project Modification Request for the Byrne Justice Assistance Grant Local Initiative Funding for enhancement of forensic investigations in Lancaster County. The remaining grant funds, in the amount of \$8,373.00, will be used to purchase additional investigative equipment, including a FARO Zone 3D Advanced Crossgrade software package for accident and crime scene processing and a Dell Mobile Precision 7730 Laptop to run the FARO Zone 3D Software.

**Amount/Term:**

The net effect on the grant budget is zero, for a total amount not to exceed \$91,997.00, for the period October 1, 2018 through September 30, 2019.

9/04/19

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: Dale Brubaker, Grant Specialist  
 Department: District Attorney  
 Date: August 27, 2019

**Board Action Requested:** Project Modification Request to awarded grant  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Provider Information: (Name, Address):** Pennsylvania Commission on Crime and Delinquency  
 2017/18 Justice Assistance Grant-Local Initiative Funding

**Proposed Program Budget Information:**

Service	2018-2019 Amount to be Approved	2017-2018 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Reallocation of grant funds	\$8,373.00				100% Federal

**Term of Contract:** October 1, 2018 to September 30, 2019

**Budget Comments:** No effect of grant total

**Program Information:**

**Description of Service:**

We are seeking approval to submit a Project Modification Request for grant #28390. We would like to use the remaining grant funds to buy additional investigative equipment.

Our purchases would be: 1. a FARO Zone 3D Advanced Crossgrade software package for accident and crime scene processing; and 2, a Dell Mobile Precision 7730 Laptop to run the FARO Zone 3D Software.

These items would provide an additional means for investigators to capture an accident or crime scene through data point images. These images can then be analyzed further with third-party map over lays and precise evidence measurements for courtroom presentations.

**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

**Complete Sections Pertaining to Construction Projects:**

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

September 4, 2019

**Date you would like the County Commissioners'**

**To take official action on this item?:**

\_\_\_\_\_  
Dale Brubaker, Grant Specialist

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

\_\_\_\_\_  
Dale Brubaker, Grant Specialist

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

**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 Public Safety Training Center, to approve the following:

**Third Agreement to Renew  
Term of Overflow Parking  
Agreement With:**

Spooky Nook Sports, Inc.  
Manheim, Pennsylvania

**Purpose:**

To renew the Agreement for an additional term to use the County's designated overflow parking area at the Public Safety Training Center, located at 101 Champ Boulevard, Lancaster, Pennsylvania, for the sole purpose of maintaining, securing and operating an overflow parking lot to accommodate the parking needs of patrons of Spooky Nook Sports, Inc. during large events held at its facility in accordance with the terms and conditions set forth in the agreement.

**Amount/Term:**

The rent for the renewal term shall be \$25,000.00 for an additional term from Thanksgiving Day 2019 (November 28, 2019) through Easter Day 2020 (April 12, 2020). Spooky Nook Sports, Inc. may request to use the overflow parking area on additional days after Easter Day 2020 which request may be granted by the County subject to availability on a case by case basis.

9/04/19

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**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Todd Kirkpatrick  
 Department: LEMA/PSTC  
 Date: August 5, 2019

**Board Action Requested:** Approve 3<sup>rd</sup> Agreement to renew term of overflow parking agreement with Spooky Nook Sports.  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Provider Information: (Name, Address):**  
Spooky Nook Sports  
2913 Spooky Nook Road, Manheim, PA 17545  
717-945-7087

**Proposed Program Budget Information:**

Service	<del>2019/2020</del> Amount to be Approved	<del>2019/2019</del> Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)

**Term of Contract:** November 28, 2019 to April 12, 2020.

**Budget Comments:** \_\_\_\_\_

**Program Information/Description of Service:**

Approve annual agreement for Spooky Nook Sports to lease overflow parking usage at LCPSTC, starting November 28, 2019 until April 12, 2020. Fee of \$25,000 this part of the original agreement signed on October 19, 2016.

**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

**Complete Sections Pertaining to Construction Projects:**

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

September 4, 2019

**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:**

Todd Kirkpatrick, Director PSTC

Todd Kirkpatrick, Director PSTC

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

**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.**



**Resolution No. 63 of 2019**

**Page 2**

**Purpose:** To provide a Vesta Kontron server upgrade to Lancaster County-Wide Communications P25 Radio System.

**Amount:** \$347,988.37

**Term:** June 26, 2019 through December 31, 2019 (100% State Act 12 funding).

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 4<sup>th</sup> day of September, 2019.

ATTEST: \_\_\_\_\_  
Lawrence M. George, Chief Clerk  
County of Lancaster, Pennsylvania  
Date: September 4, 2019

9/04/19

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**COVER SHEET FOR**

**CONTRACTS/AGREEMENTS/GRANT APPLICATIONS/ CHANGE ORDERS, ETC.**

**Submitted by:** Name and Title: Mike Weaver  
 Department: Emergency Management  
 Date: August 21, 2019

**Board Action Requested:**  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.) Approval of funding for 911 Zetron Console System

**Provider Information: (Name, Address):**  
 Zetron, Inc  
 12034 134<sup>th</sup> Court Northeast  
 Redmond, WA 98052

**Proposed Program Budget Information:**

Service	2019/2020 Amount to be Approved	2018/2019 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Zetron Console System	\$791,932.45				Co. Radio Project/ Act 12 100% State

**Term of Contract:** COSTARS Vendor 0000534808  
**Budget Comments:**

**Program Information/Description of Service:**

The Exacom and Zetron systems were previously approved for purchase through Act 12 funding on 4/24/19, however, Subsequent discussion with the Controller's Office resulted in procurement being delayed until availability of Radio Project Funding was able to be determined. Such funding is available, and will be used along with Act 12 funding to Purchase the Zetron system.

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: Mike Weaver  
 Department: Emergency Management  
 Date: August 21, 2019

**Board Action Requested:**  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.) Approval of funding for 911 Voice Logging System

**Provider Information: (Name, Address):**  
 Exacom  
 99 Airport Road  
 Concord, NH 03301

**Proposed Program Budget Information:**

Service	2019/2020 Amount to be Approved	2018/2019 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Exacom 911 Voice Logging System	\$233,486.85				Co. Radio Project 100% State

**Term of Contract:** COSTARS Vendor 0000534808

**Budget Comments:**

**Program Information/Description of Service:**

The Exacom and Zetron systems were previously approved for purchase through Act 12 funding on 4/24/19, however, Subsequent discussion with the Controller's Office resulted in procurement being delayed until availability of Radio Project Funding was able to be determined. Such funding is available, and will be used to purchase the Exacom system.

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: Mike Weaver  
 Department: Emergency Management  
 Date: August 21, 2019

**Board Action Requested:**  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.) Approval of funding for ARINC P-25 Public Radio

**Provider Information: (Name, Address):**  
2551 Riva Road  
Annapolis, MD 21401

**Proposed Program Budget Information:**

<b>Service</b>	<b>2019/2020 Amount to be Approved</b>	<b>2018/2019 Amount</b>	<b>Amount Increase/ Decrease</b>	<b>Percent Increase/ Decrease</b>	<b>Percent Funding Source (Co., State, Fed)</b>
ARINC P-25 Public Radio	\$347,988.37				Act 12 100% State

**Term of Contract:** \_\_\_\_\_

**Budget Comments:** Act 12 Funding

**Program Information/Description of Service:**

This purchase is complementary to the Exacom and Zentron 911 system's upgrades.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



**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
		PA COSTARS		

**Complete Sections Pertaining to Construction Projects:**

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

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

*Sept. 4, 2019*  
~~August 28, 2019~~

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

NA

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

Lawrence George Chief Clerk  
Mike Weaver Emergency Management 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.**

On motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, it was agreed for the County of Lancaster, acting on behalf of Lancaster County-Wide Communications, to approve the following:

**Purchase Order With:**

TCW-GAV  
Manheim, Pennsylvania

**For:**

Replacement of the Lancaster County-Wide Communications building's surveillance camera system, which includes equipment, materials and labor, utilizing PA State Contract No. 034-086.

**Amount:**

\$61,952.10 (100% State Act 12 funding).

9/04/19

**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: Michael W. Weaver, Director  
 Department: LCWC  
 Date: August 22, 2019

**Board Action Requested:** Approve a Purchase Order with TCW-GAV for replacement of the Manheim Surveillance Camera System  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Provider Information: (Name, Address):** TCW-GAV  
 254 South Esbenshade Road  
 Manheim, PA 17545  
 PA COSTARS Contract #034-086

**Proposed Program Budget Information:**

Service	2019 Amount to be Approved	2016-2017 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
Replace Building Surveillance Camera System	\$61,952.10				100% ACT 12

**Term of Contract:**

**Budget Comments:** This was budgeted in the 2019 LCWC Capital budget and will use 100% ACT 12 funds

**Program Information/Description of Service:**

Replace the 20 year old LCWC building surveillance camera system including all cabling and connectors

**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
		PA COSTARS Contract #034-086		

**Complete Sections Pertaining to Construction Projects:**

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

September 3,4 2019

**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:**

Michael W. Weaver

\_\_\_\_\_

Michael W. Weaver

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

\_\_\_\_\_

**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.**

## RESOLUTION NO. 64 OF 2019

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

**WHEREAS**, Sealed proposals were received by the County of Lancaster and publicly opened and read on Wednesday, August 14, 2019 at 11:00 a.m. for bulk road salt and bulk water treatment salt for the County of Lancaster and participating members of the Lancaster County Cooperative Purchasing Board for a one year period commencing October 1, 2019 through September 30, 2020 with 30, 60 and 90 day extension options.

**NOW, THEREFORE, BE IT RESOLVED BY THE LANCASTER COUNTY BOARD OF COMMISSIONERS**, That contracts be awarded to the following companies, for the items and amounts specified, which are the lowest and/or best bids received, and are in accordance with the advertisements, specifications and bids received therefore, and contracts therefore directed to be drawn.

**Contracts Awarded To:**

**For:**

**Bulk Road Salt and Bulk Water Treatment  
Salt for the County of Lancaster and Participating  
Members of the Lancaster County Cooperative  
Purchasing Board for a One Year Period Commencing  
October 1, 2019 through September 30, 2020  
with 30, 60 and 90 day extension options:**

Eastern Salt Co., Inc.  
Lowell, Massachusetts

Item #1: Bulk Road Salt:           \$56.25/ton  
Minimum tons:                       \$749,868.75  
County's estimated share:       \$ 2,812.50

Chemical Equipment Sales  
Marcus Hook, Pennsylvania

Item #2a – Bulk Water Treatment Salt -  
Non-Pneumatic Delivery:       \$61.17/ton  
Minimum tons:                       \$ 59,640.75  
County's share:                       -0-

Item #2b – Bulk Water Treatment Salt –  
Pneumatic Delivery:           \$88.94/ton  
Minimum tons:                       \$ 3,557.60  
County's share:                       -0-

**Total for Items #2a and #2b       \$ 63,198.35**

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: Jim Fasnacht, Senior Buyer  
 Department: Purchasing  
 Date: August 27, 2019

**Board Action Requested:**

(Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)

**Bid Awards – IFB #19-013 Bulk Road Salt and Water Treatment Salt**

- 
- Item 1: Road Salt- \$56.25 per ton  
 Eastern Salt Co., Inc.  
 134 Middle St. Suite 210  
 Lowell, MA 01852
  - Item 2a: Water Treatment Salt (Non pneumatic Delivery) - \$61.17 per ton
  - Item 2b: Water treatment Salt (Pneumatic Delivery)- \$88.94 per ton  
 Chemical Equipment Sales  
 1 Walnut & Pine Sts  
 Marcus Hook PA 19061
- 

**Proposed Program Budget Information:**

Commodity/Service	2019-20 Dollar Amount to be Approved	2017-2019 Dollar Amount	Dollar Increase/ (Decrease)	Percentage Difference
Item #1 Bulk Road Salt	\$749,868.75	\$1,140,915.00*	(\$391,046.25)	(34.3%)
Per Ton Price	\$56.25	\$57.50	( \$ 1.25 )	( 2.2% )
Items #2a & 2b Water Treatment Salt	\$63,198.35	\$177,800.00*	(\$114,601.65)	(64.5%)
Per Ton Price	\$61.17/\$88.94	\$57.50/\$75.50	\$3.67/\$13.44	6.4%/17.8%
* Two Year Contract Total				

**Term of Contract:** October 1, 2019 – September 30, 2020 (with 30,60,90 day extension options )

**Budget Comments:**

**Item #1 Road Salt**

Minimum Tons: 13,331 \$56.25/ton

County Portion is \$2,812.50

**Item #2a Water Treatment Salt (non-pneumatic delivery)**

Minimum Tons: 975 \$61.17/ton

**Item #2b Water Treatment Salt (pneumatic delivery)**

Minimum Tons: 40 \$88.94/ton

County Portion: None

**Program Information:** Road salt now at \$56.25/ton is the lowest per ton price since 2012.

**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
6	YES		NO	

**Complete Sections Pertaining to Construction Projects:**

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

**Date you would like the County Commissioners to take official action on this item?:**

September 4, 2019

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

Jim Fasnacht, Senior Buyer  
Denise Hoffman, Assistant Buyer

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

Jim Fasnacht, Senior Buyer  
Denise Hoffman, Assistant Buyer

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 a revised Labor Agreement between the County of Lancaster and the American Federation of State, County and Municipal Employees, AFL-CIO, District Council 89, to include the unit at the Youth Intervention Center, effective January 1, 2019 through December 31, 2022.

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 4<sup>th</sup> day of September, 2019.

ATTEST: \_\_\_\_\_

Lawrence M. George, Chief Clerk  
County of Lancaster, Pennsylvania  
Date: September 4, 2019

9/04/19



**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: Charlette Stout/Director of Human Resources  
 Department: Human Resources  
 Date: August 27, 2019

**Board Action Requested:**  
 (Specify Agreement, Amended Agreement, Grant App., Change Order, Bid Award etc.)  
 Board of Commissioner approval of the revised January 1, 2018 – December 31, 2022 Labor Agreement between the American Federation of State, County and Municipal Employees, Council 89, and the County of Lancaster to include the unit at the Youth Intervention Center, effective January 1, 2019 (see attached).

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

**Proposed Program Budget Information:**

Service	2018-19 Amount to be Approved	2017-2018 Amount	Amount Increase/ Decrease	Percent Increase/ Decrease	Percent Funding Source (Co., State, Fed)
N/A					

**Term of Contract:** Contract revision to include Youth Intervention Center: January 1, 2019 – December 31, 2022

**Budget Comments:**

**Program Information/Description of Service:**

The County of Lancaster and the Council 89, American Federation of State, County and Municipal Employees have reached an agreement on a revision to the Labor Agreement to include the unit at the Youth Intervention Center. Revised agreement will be effective January 1, 2019 through December 31, 2022 (the life of the contract). The agreement was ratified by the Union on August 22, 2019. The revised agreement recognizes the talents, skills and dedication of our current Youth Intervention Detention workers and Security Officers as well as significant recruiting challenges. The following outlines key elements of the new agreement:

- Start rate for Youth Care Detention Workers will increase from \$14.22 to \$16.00 for 2019 and will incrementally increase to \$17.50 by the last year of the agreement.

- Start rate for Security Officers will increase from \$10.28 to \$13.00 for 2019 and will incrementally increase to \$14.50 by the last year of the agreement.
- Annual wage adjustment for Youth Care Detention Workers will be as follows: 2019 – \$2.25; 2020 - \$1.00; 2021 - \$1.00; 2022 - \$1.00
- Annual wage adjustment for Security Officers will be as follows: 2019 - \$1.50; 2020 - \$0.75; 2021 - \$0.75; 2022 - \$0.75
- Health Care – same plan as other non-bargaining County employees.
- Longevity reward plan starting with 5 years of service (adds non-cumulative adjustment of \$0.24/hour for years 6, 7, 8, 9; \$0.36/hour for years 10, 11, 12, 13, 14 and \$0.48/hour for years 15+).

**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				

**Complete Sections Pertaining to Construction Projects:**

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

**Date you would like the County Commissioners?**

September 4, 2019

**To take official action on this item?:**

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

Charlette Stout/Director, Human Resources

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

Charlette Stout/Director, Human Resources

**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.**

# LANCASTER COUNTY COMMISSIONERS' MEETING AGENDA

Wednesday, September 4, 2019

9:15 a.m. – Conference Room #701, 7<sup>th</sup> 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: Approval of the August 21, 2019 Commissioners' Meeting Minutes. Postpone approval of the August 14, 2019 Commissioners' Meeting Minutes and August 28, 2019 Commissioners' Meeting Minutes.
4. Old Business:
  - a. **Re-announcement:**  
An evening Commissioners' Meeting is scheduled for Tuesday, September 10, 2019 at 7:00 p.m. at Earl Township Municipal Building, 517 North Railroad Avenue, New Holland, Pennsylvania. There is no Commissioners' Meeting scheduled for Wednesday morning, September 11, 2019.
5. New Business:
  - a. **Presentation of "It Pays to Be Fit!" Wellness Warriors Awards**  
Heather Booth, Wellness Steering Committee Member  
Angie Rivera, Wellness Steering Committee Member  
Kelsie O'Reilly, Wellness Steering Committee Member

**Top Attending Women:**

- |   |   |
|---|---|
| 1 <sup>st</sup> Place (160 gym visits): | Rhonda Slinghoff, Behavioral Health/Developmental Services (she has since resigned from the County) |
| 2 <sup>nd</sup> Place (120 gym visits): | Sarah Flynn, Adult Probation and Parole Services  |
| 3 <sup>rd</sup> Place (119 gym visits): | Beverly Rampaul, Public Defender's Office   |

**Top Attending Men:**

- |   |  |
|---|--|
| 1 <sup>st</sup> Place (199 gym visits): | Scott Zerkowski, Prison                            |
| 2 <sup>nd</sup> Place (181 gym visits): | Sunil Josh, Children and Youth Agency              |
| 3 <sup>rd</sup> Place (148 gym visits): | Andrew Hinkel, Adult Probation and Parole Services |

**Note:** There were a total of 101 employees who participated in "It Pays to Be Fit!"

"continued"

**County Commissioners' Meeting Agenda**

**Wednesday, September 4, 2019**

**Page 2**

- b. **Resolution No. 61 of 2019 – Next Generation Farm Loan Application for Henry and Naomi Stoltzfus**  
Leigh Bardell, Project Manager, EDC Finance Corporation
- c. **Resolution No. 62 of 2019 – Next Generation Farm Loan Application for Elmer and Fannie Blank**  
Leigh Bardell, Project Manager, EDC Finance Corporation
- d. **Resolution No. 63 of 2019 – Funding Sources Amendments for Lancaster County-Wide Communications' 911 Systems Upgrades**  
Michael Weaver, Director, Lancaster County-Wide Communications  
Chief Clerk Lawrence George
- e. **Lancaster County-Wide Communications – Purchase Order**  
Michael Weaver, Director, Lancaster County-Wide Communications
- f. **Resolution No. 64 of 2019 – Bid Awards for Bulk Road Salt and Bulk Water Treatment Salt**  
Jim Fasnacht, Senior Buyer, Purchasing  
Denise Hoffman, Assistant Buyer, Purchasing
- g. **District Attorney's Office – Project Modification Request for Grant Agreement**  
Dale Brubaker, Grant Specialist, District Attorney's Office
- h. **Public Safety Training Center – Third Agreement to Renew Term of Overflow Parking Agreement with Spooky Nook Sports, Inc.**  
Todd Kirkpatrick, Director, Public Safety Training Center
- i. **Human Resources – Revised Labor Agreement to include Youth Intervention Center Unit**  
Charlette Stout, Director, Human Resources

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.*