COUNTY COMMISSIONERS’ MINUTES
WEDNESDAY, MAY 27, 2015

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

Present at today’s meeting were:

Dennis P. Stuckey, Chairman
Scott Martin, Vice Chairman
Craig E. Lehman
BOARD OF COUNTY COMMISSIONERS

Andrea M. McCue
CHIEF CLERK

Crystal Clark, Esquire
COUNTY SOLICITOR

Also present were:

Charles Douts, Director
FACILITIES MANAGEMENT

Lawrence George, Executive Director
BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

Dave Hoglund, Bridge Group Manager
RETTEW

Matt Knepper, Director
AGRICULTURAL PRESERVE BOARD

Jen Koppel, Deputy Director
BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

Linda Schreiner, Senior Buyer
PURCHASING

Lon Wible, Deputy Director
OFFICE OF AGING

Commissioner Stuckey called the meeting to order at 9:19 a.m. followed by the Pledge of Allegiance.

Commissioner Stuckey announced the approval of March 11, 2015 Evening Commissioners’ Meeting Minutes and May 6, 2015 Commissioners’ Meeting Minutes. Postpone approval of May 13, 2015 Commissioners’ Meeting Minutes.

Commissioner Stuckey re-announced that an evening Commissioners’ Meeting is scheduled for Wednesday, June 10, 2015 at 7:00 p.m. at the West Donegal Township Municipal Building, One Municipal Drive, Elizabethtown, Pennsylvania. There is no Commissioners’ Meeting scheduled for Wednesday morning, June 10, 2015 at 9:15 a.m.

RESOLUTION NO. 35 OF 2015

On motion of Commissioner Martin, seconded by Commissioner Lehman;

WHEREAS Sealed proposals were received by the County of Lancaster and publicly opened and read on Wednesday, April 29, 2015 for food items and food service supplies for the Lancaster County Office of Aging for a one-year period from July 1, 2015 through June 30, 2016.

NOW, THEREFORE, BE IT RESOLVED BY THE LANCASTER COUNTY BOARD OF COMMISSIONERS, That a contract be awarded to the following company, for the items and amount specified, which is the lowest and/or best bid received, and is in accordance with the advertisements, specifications and bids received therefore, and a contract therefore directed to be drawn.

<table>
<thead>
<tr>
<th>Contract Awarded To:</th>
<th>For:</th>
<th>Amount:</th>
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<tbody>
<tr>
<td>Karetas Foods, Inc.</td>
<td>Food items and food service supplies</td>
<td>$20,397.86</td>
</tr>
<tr>
<td>Reading, Pennsylvania</td>
<td>for the Lancaster County Office of Aging for a one-year period from July 1, 2015 through June 30, 2016.</td>
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Ms. Schreiner explained that they had three bids and made the determination that it is in the best interest of the County to award the contract in totality to one vendor. Ms. Schreiner said that this represents a 23.79% decrease over the previous year’s contract and with adjustments savings are as high as 49%, but cautioned that these are estimates based on the items ordered, combination and volumes over the life of the contract. Mr. Wible stated that these supplies are for their nine senior centers for everything outside of the congregate meal program which was bid separately and thanked Ms. Schreiner and Purchasing for guiding them thru this process.

- Continued –
Ms. Schreiner and Mr. Wible confirmed for Commissioner Martin that state funding is utilized, which frees up money to be used for other things that they do in their mission.

Commissioner Lehman and Commissioner Stuckey echoed Commissioner Martin’s remarks and thanked the Office of Aging for reaching out to Purchasing, noting that Purchasing has been doing a great job in trying to get competitive pricing throughout County government and they are pleased to see this partnership.

Motion passed unanimously.

On motion of Commissioner Lehman, seconded by Commissioner Martin, it was agreed for the County of Lancaster, acting on behalf of the Lancaster County Coroner’s Office, to approve the following:

**Amendment to Agreement With:** Wayne K. Ross, M.D., P.C. (“Ross, P.C.”) Chester Springs, Pennsylvania

**Purpose:** To adjust the fees of Ross, P.C. provided for in the Agreement to account for the change in the cost of living for the preceding calendar year as follows:

**Fee:**

**Base Fee:**
Effective December 1, 2014, the County shall pay to Ross, P.C. an annual fee of $386,865.60. The Base Fee shall compensate Ross, P.C. for professional services provided in the performance of no more than 330 autopsies per contract year and the preparation of reports of those autopsies. In the event that the number of autopsies in any contract year exceeds 330, Ross, P.C. shall be paid $1,109.30 for each autopsy and report thereof in excess of 330. Effective December 1, 2015, and each December 1 thereafter, during the term of this Agreement, the Base Fee shall be increased or decreased to account for the change in the cost of living for the preceding calendar year as measured by the BLS Consumer Price Index. The annual Base Fee shall not exceed $540,500.00 during the term of this Agreement, regardless of the Consumer Price Index. The Base Fee shall compensate Ross, P.C. for all the fees charged by all other substitute pathologists engaged by Ross, P.C., for services provided under this Agreement at the request of Ross, P.C., provided that the County shall reimburse Ross, P.C. for costs and fees incurred in relation to the use of other pathologists under this Agreement that exceed $25,000.00 in a contract year (December 1 through November 30).

**Case Preparation and Testimony:**
Ross, P.C. shall be compensated at the rate of $444.80 per hour for all time spent with the District Attorney or his representative in preparing for and appearing at any hearing or trial.

**Scene Investigation and Forensic Assistance:**
Ross, P.C. shall be compensated at the rate of $444.80 per hour for all travel to/from and performance of scene investigations, including the preparation of reports relating to those investigations.

**Teaching:**
Ross, P.C. shall be compensated at the rate of $444.80 per hour for all instructional services covered by this Agreement. Said services shall include all time spent in the actual instruction of individuals or groups as well as no more than three (3) hours of actual preparation time for each session.

**Autopsy and Scene Investigation Transcription Fees:**
Ross, P.C. shall be compensated at the rate of $78.41 per autopsy report transcription and per scene investigation report transcription.

**Technician Fees:**
Ross, P.C. shall require the assistance of a technician in the performance of each autopsy assigned hereunder. The County shall pay to Ross, P.C. a technician’s fee in the amount of $115.49 for each autopsy in which a technician is used.

**Note:** Effective December 1, 2015, and each December 1 thereafter, during the term of this Agreement, the rates for the services described above shall be increased or decreased to account for the change in the cost of living for the preceding calendar year as measured by the BLS Consumer Price Index.

Ms. Clark explained that Dr. Ross’s contract was brought in a couple of weeks ago and long negotiations ultimately resulted in the contract remaining as is, but one thing they neglected to do to was appropriately address the increases to base rates. Ms. Clark said that this contract would set a base rate and there would be automatic increases in each successive year of the contract based on the consumer price index.

- Continued –
County Commissioners’ Meeting Minutes
Wednesday, May 27, 2015

Motion passed unanimously.

On motion of Commissioner Martin, seconded by Commissioner Lehman, it was agreed for the County of Lancaster, acting on behalf of Behavioral Health/Developmental Services (BH/DS), to approve the following:

1. **Amended Agreement**
   **No. 2 With:** The Arc of Lancaster County
   Lancaster, Pennsylvania
   **Purpose:** One-time expenses for retaining the services of a development consultant; purchases of multi-function printer, computer, Front Stream software updates and annual licensing costs for five computers; and the cost of Tech Soup (information technology contractor) to install the software updates and Office 365.
   **Amount/Term:** Increase the amount of the existing contract by $34,933.00, for a total contract amount not to exceed $159,066.00 for Fiscal Year 2014-2015.

   Mr. George confirmed for Commissioner Martin that this is Base dollars and based on utilization they can move things around to meet consumer choice needs.

   Motion passed unanimously.

2. **Amended Agreement**
   **No. 1 With:** The Panto Group, LLC
   Catasauqua, Pennsylvania
   **Purpose:** To add a service line for Homelessness Management Information System – software development and to reduce the other service lines to actual expenses incurred.
   **Amount/Term:** Decrease the amount of the existing contract by $42,680.00, for a total contract amount not to exceed $31,920.00 for Fiscal Year 2014-2015.

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

1. **Agreement With:** RETTEW
   Lancaster, Pennsylvania
   **Purpose:** To provide professional engineering services for the Pequea #11 Loop Road Bridge Elimination project in Martic and Conestoga Townships, Lancaster County. Scope of Services include environmental assessments, wetland study, permitting, erosion and sediment control plans, township coordination, bid documents and bidding and construction administration.
   **Amount/Term:** Not to exceed $32,050.00 through completion of project.

2. **Agreement With:** RETTEW
   Lancaster, Pennsylvania
   **Purpose:** To provide professional engineering services for the Peters #1 Stubbs Mill Road Bridge Elimination project in Fulton Township, Lancaster County. Scope of Services include environmental assessments, wetland study, permitting, erosion and sediment control plans, township coordination, bid documents and bidding and construction administration.
   **Amount/Term:** Not to exceed $30,150.00 through completion of project.

3. **Agreement With:** RETTEW
   Lancaster, Pennsylvania
   **Purpose:** To provide professional engineering services for the Big Conestoga #7 Eden Road Bridge Replacement project in Manheim and East Lampeter Townships, Lancaster County. Scope of Services include survey, wetland study, traffic engineering analysis, preliminary roadway design, hydrology and hydraulic study, preliminary bridge design, geotechnical engineering investigation, laboratory testing, engineering, erosion and sedimentation pollution control plans, aids to navigation plan, permitting, final bridge engineering, final highway engineering, utility coordination, right-of-way plans, bid documents and bidding and construction administration.
Amount/Term: Not to exceed $269,300.00 through completion of project.

Mr. Douts explained the first two bridges have been closed for a number of years and are candidates for bridge elimination projects as part of our capital plan. Mr. Hoglund explained the third bridge is a replacement project, as a three span structure it is one of the largest bridges in the County inventory, the third longest and the second most heavily traveled in the County.

Commissioner Martin said it is good that we are on process with the closed bridges and the policies that we set up with the Bridge Capital Improvement Plan. Commissioner Martin stated that we had hearings in the municipalities where the closings were going to happen and worked with them if there was a different utilization, so he thinks we did all our due diligence that we could as our plan is to preserve the needed bridges that we have and make the tough decisions on ones that are not highly utilized.

Commissioner Lehman asked what the time line is in terms of starting and completing the bridge elimination projects. Mr. Hoglund said that it takes about three months for the permitting to get approved by DEP and another month for bidding, so they could be doing these in the fall. Commissioner Lehman noted that Fulton Township did provide an alternate route, which he’s driven, and it is much better than the bridge ever was so there is no logical reason for the bridge to remain, therefore he’s glad to see this move forward. Mr. Hoglund confirmed for Commissioner Lehman that it will take about three years for the Big Conestoga bridge replacement to be completed and it will be closed for one year with alternate routes for local traffic.

Motion passed unanimously.

On motion of Commissioner Lehman, seconded by Commissioner Martin, it was agreed for the County of Lancaster to enter into Contracts of Sale of Agricultural Conservation Easements with the following property owners:

<table>
<thead>
<tr>
<th>Name/Township</th>
<th>Type of Easement</th>
<th>County Share</th>
<th>State Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>Norman L. Herr Manor Township</td>
<td>Perpetual</td>
<td>$0.00</td>
<td>$116,952.00</td>
</tr>
<tr>
<td>Kenneth D. Musser and Patricia M.</td>
<td>Perpetual</td>
<td>$246,114.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Miller, Co-Executors of the Estate of Esther M. Musser  East Donegal Township</td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Perpetual</td>
<td>$246,114.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

The Commissioners also certify that the Norman L. Herr property, consisting of 35.44 acres, is located in an Agricultural Security Area in Manor Township.

The Commissioners also certify that the Estate of Esther M. Musser property, consisting of 81.36 acres, is located in an Agricultural Security Area in East Donegal Township.

Mr. Knepper said the Herr farm currently borders one other preserved farm, is within a mile of 23 other preserved farms in Manor Township and also within a mile of six other applications for preservation. Mr. Knepper said that the Musser estate is the last remaining 25 year term easement and they are happy to see this become permanent. Mr. Knepper concluded that this brings their totals to 891 farms preserved by the County and 450 by the Farmland Trust, so all together 1,305 farms have been preserved on 1,336 acres.

Commissioner Lehman said that our program is extremely strong, noting that we lead the nation in farmland preservation and the fact that these folks have converted all their term easements to perpetual easements he views as a huge endorsement of our program and what we’ve done here in Lancaster County. Mr. Knepper said that credit goes to the Ag Preserve Board and to the County Commissioners, this current Board and those before who have continued to support the program.

Motion passed unanimously.

Neil Ward from Brownstown talked about parking problems at the train station, provided handouts to the Board with his thoughts and information. Commissioner Martin said that the MPO (Metropolitan Planning Organization) is the Lancaster County transportation coordinating committee and they deal with a lot of the Amtrak parking issues, explaining that there are discussions happening and people are working cooperatively to do what is best for that area. Commissioner Martin agreed with Mr. Ward that resolving the issue will benefit the whole community.

Jim Ennis said that he is vice president of the Lititz Senior Center and has been fighting with the Office of Aging for four years now, because up until then they had five days a week, but their numbers went down to 15 per day, but now they’re up to 35 average. Bids for contracts are going out for three days a week again, he doesn’t understand why. People come from outside their district because they know this is a good center. OOA won’t give people from Cocalico transportation to come to his center, because there’s a center in Cocalico. Attendance is up & they work hard so can the Board talk to OOA, he doesn’t understand it. Commissioner Martin will look into it, didn’t know what the requirements are for participation and the funding situation, the guidelines driving it.

On motion of Commissioner Martin, seconded by Commissioner Lehman, the meeting adjourned at 9:54 a.m.

Motion passed unanimously.
Respectfully submitted,

Christine M. Carrigan, Executive Assistant
Commissioners’ Office