

**COUNTY COMMISSIONERS' MINUTES**  
**WEDNESDAY, JUNE 28, 2023**

The Board of County Commissioners met today for a Commissioners' Meeting.

Present at today's meeting were:

**Ray D'Agostino, Chairman**  
**Joshua G. Parsons, Vice-Chairman**  
**John B. Trescot**  
**BOARD OF COUNTY COMMISSIONERS**

**Jacquelyn Pfursich, Esquire**  
**COUNTY SOLICITOR**

Also, present were:

**Amy Campbell, Deputy Director**  
**CHILDREN AND YOUTH AGENCY**

**James Catigano, Buyer II**  
**PURCHASING**

**Steven Clements, CIO**  
**INFORMATION TECHNOLOGY**

**George Custer, Director of Administration**  
**BEHAVIORAL HEALTH/DEVELOPMENTAL SERVICES**

**Christina Fluegel, Reentry Services**  
**PRISON**

**Thomas Martin, Executive Director**  
**OFFICE OF AGING**

**Patrick Mulligan, Director**  
**BUDGET SERVICES**

**Marielena Quiles-Cespedes, Business Manager**  
**ADULT PROBATION AND PAROLE SERVICES**

**Linda Schreiner, Director**  
**PURCHASING**

**Joe Shiffer, Deputy Warden – Inmate Services**  
**PRISON**

**Kevin Sumrell, President**  
**TAIT**

**Michael Weaver, Director**  
**LANCASTER COUNTY-WIDE COMMUNICATIONS**

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

Commissioner D'Agostino announced the approval of the June 21, 2023, Commissioners' Meeting Minutes

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

**Grant Award With:**

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

**Purpose:**

To implement a fully functioning Medication Assisted Treatment (MAT) program to those inmates suffering from Opioid Use Disorder (OUD).

**Amount/Terms:**

\$500,000.00 from April 1, 2023 through September 30, 2024.

**Funding:**

100% State Funding.

Motion passed unanimously.

- Continued -

**RESOLUTION NO. 46 OF 2023**

On motion of Commissioner Trescot, seconded by Commissioner Parsons, it was agreed for the County of Lancaster to approve the following budget adjustment in the amount of \$23,169.35 to realize funds from the Administrative Office of the Pennsylvania Courts (AOPC). These grant funds may be used for a variety of purposes including securing judicial facilities. This reimbursement is for secure window filming and ballistic shields.

These funds are managed through a "reimbursement process" with AOPC and therefore cannot be anticipated in Budget and requires this resolution.

**REVENUE ACCOUNT:**

Sheriff's Office AOPC Court Security Project Grant Funding 6321 A B1711 00000	<u>\$23,169.35</u>
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**EXPENDITURE ACCOUNTS:**

Sheriff's Office 7500 A B1711 00000	\$13,175.00
7500 A B1711 00000	<u>\$ 9,994.35</u>
	<u>\$23,169.35</u>

Motion passed unanimously.

**RESOLUTION NO. 47 OF 2023**

On motion of Commissioner Parsons, seconded by Commissioner Trescot, it was agreed for the County of Lancaster, acting on behalf of Adult Probation and Parole Services, to approve a grant application with the Administrative Office of the Pennsylvania Courts, Harrisburg, Pennsylvania, for the continuation of problem-solving courts for the period April 1, 2023 through March 31, 2024; and the following budget adjustments:

**REVENUE ACCOUNT:**

Adult Probation and Parole - Administrative Services - State Grant Funding - <b>Drug Court</b> 6321-A B1122 41042	<u>\$8,657.00 (+)</u>
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**EXPENDITURE ACCOUNTS:**

Adult Probation and Parole Services - Supplies B1122 A7200 41042	<u>\$3,025.00 (+)</u>
Adult Probation and Parole Services - Purchased Services B1122 A7300 41042	<u>\$5,632.00 (+)</u>
	<u>\$8,657.00 (+)</u>

**REVENUE ACCOUNT:**

Adult Probation and Parole - Administrative Services - State Grant Funding - <b>Mental Health Court</b> 6321-A B1122 41043	<u>\$8,660.00 (+)</u>
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**EXPENDITURE ACCOUNTS:**

Adult Probation and Parole Services - Supplies B1122 A7200 41043	<u>\$3,550.00 (+)</u>
Adult Probation and Parole Services - Purchased Services B1122 A7300 41043	<u>\$5,511.00 (+)</u>
	<u>\$8,660.00 (+)</u>

Lancaster County Commissioners' Meeting  
Wednesday, June 28, 2023

**REVENUE ACCOUNT:**

Adult Probation and Parole – Administrative Services - **\$8,682.00 (+)**  
State Grant Funding – Veterans' Court  
6321-A B1120 41044

**EXPENDITURE ACCOUNTS:**

Adult Probation and Parole Services - **\$2,750.00 (+)**  
Supplies  
B1120 A7200 41044

Adult Probation and Parole Services - **\$5,932.00 (+)**  
Purchased Services  
B1122 A7300 41044

**\$8,682.00 (+)**

Note: There is a 7% decrease but this will not impact program operations, and these items were not included in the 2023 budget.

Motion passed unanimously.

On motion of Commissioner Trescot, seconded by Commissioner Parsons, it was agreed for the County of Lancaster, acting on behalf of the Children & Youth Agency, to approve the following:

**Amended Agreement With:**

YWCA  
Lancaster, PA

**Purpose:**

To continue the Parent Empowerment Program which provides one-on-one parent education/ mentoring services to parents referred by the Children & Youth Agency.

**Amount/Term:**

\$95,720.00 for the period July 1, 2023 through September 30, 2023.

**Funding:**

Budgeted 16% County funding, 56% State funding and 28% Federal funding.

Motion passed unanimously.

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

1. **Renewal Agreement With:**

Gibson Law Group, LLC  
Lancaster, PA

**Purpose:**

To continue providing emergency mental health hearings for individuals being served by Lancaster County Mental Health.

**Amount/Term:**

\$42,300.00 for the period July 1, 2023 through June 30, 2024.

**Funding:**

Budgeted in the Human Services Block Grant.  
Same amount as previous contract.

2. **Renewal Agreement With:**

Early Bird Therapy, LLC  
Camp Hill, PA

**Purpose:**

To continue providing special instruction and therapies to children being served by Lancaster County Early Intervention.

**Amount/Term:**

\$210,200.54 for the period July 1, 2023 through June 30, 2024.

**Funding:**

90% State Base Funding and 10% County Funding.  
Increase of 8.12%.

3. **Renewal Agreement With:**

Helping Hands Therapy, Inc.  
Denver, PA

- Continued -

Lancaster County Commissioners' Meeting  
Wednesday, June 28, 2023

**Purpose:** To continue providing special instruction and therapies to children being served by Lancaster County Early Intervention.

**Amount/Term:** \$634,025.26 for the period July 1, 2023 through June 30, 2024.

**Funding:** Budgeted 90% State and 10% County funding.  
Increase of 26.92%.

4. **Renewal Agreement with:** VisionCorps  
Lancaster, PA

**Purpose:** To continue providing special instruction vision services to children being served by Lancaster County Early Intervention.

**Amount/Term:** \$27,350.70 for the period July 1, 2023 through June 30, 2024.

**Funding:** Budgeted 90% State Base Funding and 10% County Funding.  
Increase of 14.53%.

5. **Renewal Agreement with:** WeeTalk Speech & Language Services  
Reading, PA

**Purpose:** To continue providing occupational, physical and speech therapies to individuals being served by Lancaster County Early Intervention.

**Amount/Term:** \$159,060.26 for the period July 1, 2023 through June 30, 2024.

**Funding:** Budgeted 90% State Base Funding and 10% County Funding.  
Increase of 73.75%.

Motion passed unanimously.

On motion of Commissioner Trescot, seconded by Commissioner Parsons, it was agreed for the County of Lancaster, acting on behalf of the Office of Aging, to approve the following:

1) **First Amendment With:** Eldercare Solutions, Inc.  
Williamsport, PA

**For:** To provide for reimbursement for language access services for consumers with limited English proficiency.

The provider will contract with Propio Language Services at the County rates.

**Amount:** Telephone Interpretation:  
- Spanish \$0.42/minute.  
- All Other Languages \$0.55/minute.  
Video Capabilities Interpretation:  
- All Spoken Languages \$0.75/minute.  
- American Sign Language (ASL) \$1.39/minute.

**Term:** July 1, 2023 through June 30, 2025.

**Funding:** Funds are in the current budget.

2) **Third Amendment With:** Lancaster Emergency Medical Services Association (LEMSA)  
Lancaster, PA

**Purpose:** To provide various in home vaccinations and/or any additional booster inoculations to those Lancaster County home bound older adults designated by Lancaster County Office of Aging.

**Amount:** \$135.00/inoculation for a total budgeted amount not to exceed \$200,000.00.

**Term:** July 1, 2023 through June 30, 2024.

**Lancaster County Commissioners' Meeting  
Wednesday, June 28, 2023**

**Funding:** Department of Aging State and Federal funds.  
33% Increase.

Motion passed unanimously.

On motion of Commissioner Parsons, seconded by Commissioner Trescot, it was agreed for the County of Lancaster, on behalf of the Office of Aging, to approve the following for Fiscal Year 2023/2026:

<b><u>Agreements With:</u></b>	<b><u>For:</u></b>	<b><u>Amounts:</u></b>
Nutrition, Inc. Irwin, PA	Congregate Meals for Senior Centers	
	Option 1 – Hot Meal	\$5.89/meal
	Frozen Meal	\$5.92/meal
	Option 2 – Hot Meal	\$5.89/meal
	Prepackaged Entrée Salad/ Sandwich Meal	\$6.09/meal
	Frozen Meal	\$5.92/meal
	Supplemental Food & Paper Items	\$12,651.68
	Emergency Food Boxes	
	Option 1	\$3.97/box
	Option 2	\$5.53/box
Spanish American Civic Association For Equality, Inc. Lancaster, PA	Hispanic Senior Community Center	\$116,125.00/year
	Weekday Morning Meal Rate	\$1.82
	Weekday Lunch Meal Rate	\$4.25
	Weekday Dinner Meal Rate	\$4.33
	Weekend Morning Meal Rate	\$1.87
	Weekend Lunch Meal Rate	\$4.33
	Weekend Dinner Meal Rate	\$4.33
Community Action Partnership of Lancaster County Lancaster, PA	Columbia Senior Community Center	\$114,500.00/year
Community Action Partnership of Lancaster County Lancaster, PA	Southeast Lancaster City Area Senior Community Center	\$98,000.00/year
Ephrata Area Rehab Services Ephrata, PA	Lititz Senior Community Center	\$83,356.00/year
Greater Elizabethtown Area Recreation & Community Services Elizabethtown, PA	Elizabethtown Senior Community Center	\$96,909.00/year
Lancaster Recreation Commission Lancaster, PA	West Lancaster Senior Community Center	\$95,265.28/year
Accessing Independence dba Independent Living Services Lancaster, PA	In-Home Services: Personal Care/Home Support	\$29.00/hour
Aurora Home Care Lancaster, PA	In-Home Services: Personal Care/Home Support	\$22.50/hour
	Home Health Aide	\$23.50/hour
	LPN	\$36.45/hour
	RN	\$42.90/hour
Bloom Health Services Mount Penn, PA	In-Home Services: Personal Care/Home Support	\$20.50/hour
CareGivers America, LLC Clarks Summit, PA	In-Home Services: Personal Care/Home Support	\$21.30/hour

**Lancaster County Commissioners' Meeting  
Wednesday, June 28, 2023**

County Homemakers, Inc. dba Arcadia Home Care & Staffing  Downers Grove, IL	In-Home Services: Personal Care/Home Support	\$27.50/hour
EFCC Acquisition Corp. dba Extended Family Care Lancaster, PA	In-Home Services: Personal Care/Home Support Home Health Aide LPN RN	\$20.00/hour \$22.00/hour \$40.00/hour \$50.00/hour
Landis HCBS, LLC dba Landis At Home Lititz, PA	In-Home Services: Personal Care/Home Support	\$31.25/hour
Mama816 LLC dba Home Helpers Home Care of Downingtown Exton, PA	In-Home Services: Personal Care/Home Support	\$28.00/hour
MedStaffers LLC Carlisle, PA	In-Home Services: Personal Care/Home Support	\$20.00/hour
Wood & Water Holdings, Inc. dba Right at Home Gap, PA	In-Home Services: Personal Care/Home Support	\$34.00/hour
ADT, LLC Palm Harbor, FL	PERS Basic (Landline, Cellular, Mobile GPS) PERS Enhanced (Cellular with Fall Detection, Mobile GPS with Fall Detection)	\$17.50/month \$22.50/month
Automated Security Alert, Inc. dba STAAR Alert Munhall, PA	PERS Basic (In-Home Landline, In-Home Cellular) PERS Enhanced (In-Home Landline with Fall Detection, In-Home Cellular with Fall Detection, Mobile GPS, Mobile GPS with Fall Detection) Medication Dispenser (Locking Medication Dispenser with Automated Monitoring) Medication Dispenser (Locking Medication Dispenser with Live Monitoring)	\$26.50/month \$36.50/month \$50.00/month \$80.00/month
Connect America.com, LLC Broomall, PA	PERS Basic (Landline, Cellular) PERS Enhanced (Cellular with Fall Detection, Mobile GPS, Mobile GPS with Fall Detection) Medication Dispenser (MedReady Landline with Automated Monitoring) Medication Dispenser (MedReady Cellular with Automated Monitoring)	\$18.00/month \$23.00/month \$30.00/month \$30.00/month
Lifeline Systems Company Cambridge, MA	PERS Basic (Landline, Cellular, Cellular with Fall Detection, Fall Detection, Mobile GPS with Fall Detection)	\$25.00/month
Responselink LLC dba Alert1 Response Williamsport, PA	PERS Basic (Landline, Landline with Fall Detection) PERS Enhanced (Cellular, Cellular with Fall Detection, Mobile GPS, Mobile GPS with Fall Detection)	\$27.95/month \$37.95/month
Valued Relationships, Inc. Franklin, OH	PERS Basic (Landline, Landline with Fall Detection) PERS Enhanced (Cellular, Cellular with Fall Detection, VOIP, Mobile) Medication Dispenser (MedReady without Monitoring) Medication Dispenser (MedReady with Monitoring)	\$25.00/month \$29.00/month \$25.00/month \$30.00/month

**Lancaster County Commissioners' Meeting  
Wednesday, June 28, 2023**

**NOTES:** Terms for all agreements are for three years with two 1-year options, for the period July 1, 2023 through June 30, 2026. Funding is covered by the State Aging Block Grant.

Motion passed unanimously.

**RESOLUTION NO. 48 OF 2023**

On motion of Commissioner Trescot, seconded by Commissioner Parsons, it was agreed for the County of Lancaster to recognize \$9,681,726.52 in revenues from County American Rescue Plan Act (ARPA) funds to the General Fund and appropriate them for the same total in the following General Fund account for purpose listed below. See Attachment A for details.

The allocation of revenue and expenditures presented below were reviewed by the ARPA Work Group and found to be in accordance with the U.S. Department of the Treasury Overview of the Final Rule in the pages identified in the Attachment. Approval of the projects and referenced allocations below, and subsequent disbursement are contingent upon adherence with the County's approved Community Project Guidelines, the United States Treasury guidelines and the executing of the Certification and Acknowledgment of American Rescue Plan Funds County form, Agreement and any other documents required by the County. The County hereby authorizes the signing of an approved ARPA funding Agreement upon completion by the recipients.

<b>Revenue:</b>	Lancaster County General Fund Revenues 6311-A-A1111-45050	\$9,681,726.52
<b>Expenditures:</b>	Lancaster County General Fund Expenditures County Operating Costs: County 911 Radio System Refresh A1111 A 45072 7599	\$9,325,034.98
	Information Technology: Zoom Licensing	\$ 45,747.00
	GIS Countywide Mapping Project	\$ 177,199.76
	Data Center Switch Refresh	<u>\$ 133,744.78</u>
	A1111 A 45051 7399	\$ 356,691.54

Motion passed unanimously.

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

<b><u>Policy:</u></b>	Lancaster County Community Requests for American Rescue Plan Act (ARPA) Funding Guidelines, Round 2.
<b><u>Purpose:</u></b>	To provide guidance for a second round of community requests for Lancaster County ARPA funds and to provide an application and review process.
<b><u>Term:</u></b>	This Policy shall commence immediately and terminate on December 31, 2024, unless extended by motion by the Lancaster County Board of Commissioners.

Motion passed unanimously.

Commissioner Parsons also noted that the Board of Commissioners is adopting the Lancaster County Community Requests for ARPA Funding Guidelines, amending the first paragraph under the **Community ARPA Proposals Round 2**.

**LANCASTER COUNTY COMMUNITY REQUESTS FOR ARPA FUNDING - ROUND 2**

Lancaster County received \$106 million in American Rescue Plan Act (ARPA) funds. As of June 1, 2023, a total of \$66.6 million has been allocated (broken down as listed below), leaving \$39.4 million unallocated.

**Breakdown of Total Amount Allocated to Date by Category**

Public Safety (equipment, fire & EMS, personnel hiring & retention)	\$ 7,857,282
Infrastructure Improvements (water, sewer, stormwater)	\$ 7,731,105
Housing (affordable and personal care)	\$ 5,596,326
Preservation/Conservation (farmland, natural areas, clean water, trails)	\$ 6,902,292
Technology Upgrades (equipment, services & cybersecurity)	\$ 6,811,909
COVID Cost/Revenue Recovery (lost revenue, new personnel, COVID costs)	\$30,678,334
Pediatric Care & Workforce	<u>\$ 1,007,500</u>
<b>TOTAL</b>	<b>\$66,584,748</b>

**Lancaster County Commissioners' Meeting  
Wednesday, June 28, 2023**

As noted previously, the County's primary goal with ARPA funds is to use this time limited, one-time source of funding, for one-time projects that will be transformational and benefit the taxpayers of Lancaster County. A sizeable portion of these funds has been used to assist Lancaster County government in hiring and retaining staff, updating and modernizing its infrastructure (particularly technology), and projects that will lead to more efficient and cost-effective services. A total of \$44 million has been allocated for such projects and activities. In addition, last year the County issued a request for proposals from the community for use of ARPA funds (Round 1). The County received 100 applications, which were due by August 31, 2022. The total amount allocated by the Board of Commissioners in Round 1 was \$22.6 million. It is worth noting that over the past 3 years, the Board of Commissioners has allocated approximately \$110 million of federal funds in the community through CARES Act and ARPA.

**Community ARPA Proposals Round 2**

Given the amount of funds remaining, County government's anticipated needs to meet its objectives and the time remaining for allocation, the amount being allocated for Round 2 of Community ARPA proposals is anticipated to be approximately \$6 million, but funded projects will be determined on a case-by-case basis and may exceed that amount. It is also anticipated that this will be the final round.

Based on experience with Round 1 and the amount of funding available, below are updated guidelines for community proposals requesting County ARPA funding for Round 2. In general, they are quite similar to the first round.

When submitting proposals within the County's guidelines, such proposals must meet U.S. Treasury ARPA Final Rule and Guidelines, which can be found at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. Please note that should legislation be passed changing the Rule and Guidelines for use of ARPA funds, the County's guidelines and use will change to reflect such legislation.

ARPA funds must be obligated by 12/31/24. While ARPA funds may be spent through 12/31/26, the County must obligate those funds by 12/31/24 or risk losing ARPA funds, therefore, the County's application and review process will focus on the obligation date. It should be noted that State and federal governments are also making ARPA funds available for many uses or have other programs that provide funding.

**Guidelines**

- A. Eligible applicants include municipalities, municipal / county authorities, non-profit organizations, public safety organizations / departments (law enforcement, fire, EMS and EMA)
- B. The project must meet a community-wide benefit that is an eligible objective of ARPA as defined by the U.S. Treasury Department and meet the established guidelines. The County has set the following ARPA objectives as priorities:
  1. Infrastructure (water, sewer, stormwater, broadband)
  2. Clean water / natural area conservation initiatives
  3. Technology modernization for effective service delivery
  4. Workforce development
  5. Planning and/or mitigation for disease prevention and control in congregate settings
  6. Affordable housing that serves senior citizens, persons with disabilities, veterans and/or homelessness
- C. One-time funding into a prospective project (unless there is a limited multi-year project that ends by 12/31/24).
- D. Does not require additional ongoing operational funding support to sustain the project, unless it is a significant expansion of an existing project and the organization can conclusively identify committed sources of funding after 12/31/24 to maintain the service. The project must not duplicate an existing government program, project or service.
- E. "Last-in" funding - due to the sunset use of ARPA funds, all other sources of funds should be identified and committed such that the project can be completed, and funds disbursed by 12/31/24. This policy does not exclude large comprehensive projects that may extend past the 12/31/24 date from applying for funds, but County expenditures must be completed by 12/31/26 per ARPA regulations.
- F. Partner organization / agency funds are required - ARPA cannot be the sole source of funds for the project (unless a municipality has provided an allocation of its own ARPA funds). It is difficult and would not be prudent to establish a minimum percentage criterion, however, the more funding provided beyond the County ARPA requested dollars, the better. This includes municipalities which have received ARPA funds. Application shall include a complete breakdown of project cost and committed sources of funds to cover the identified cost.
- G. No administrative, interest or other fees are permitted for use of County ARPA funds, any such fees or costs will be considered in-kind contributions to a project.

**Application Process**

Round 2 of community ARPA requests will closely follow the process used in Round 1. The County will accept applications on a rolling basis until **August 31, 2023**. Applications will be reviewed, and may be obligated, by the County on a rolling basis during this time. These guidelines and the Application can be found at <https://www.co.lancaster.pa.us/2583/American-Rescue-Plan-Act-ARPA>

- Complete and file a County application form. Applications will be received on a rolling basis until August 31, 2023.
- Applicants that aggregate multiple projects in one application must clearly delineate each project, including costs and timeline for completion, and rank the list in the Applicant's order of priority.
- The Application must clearly identify the total cost of the project, how much County ARPA is being requested and the sources and amounts of all other committed funds for the project.
- Applications that have multiple partners must list each partner, the contact person(s), and their role and contribution in the project (financial or otherwise).
- Applications are reviewed by the County ARPA Committee and a recommendation made to the Board of Commissioners (BOC) as to whether it meets U.S. Treasury ARPA rules, County guidance, and any suggested ranking of each project.
- Applications will come before the BOC at a public meeting for presentation, public comment and a final determination.
- If funding is provided, applicant will be required to enter into an Agreement with the County.



**Lancaster County Commissioners' Meeting**  
**Wednesday, June 28, 2023**

Please submit your completed application form, send it with any supportive documents by email to Michael Fitzpatrick, Communications Director, at [mfitzpatrick@lancastercountypa.gov](mailto:mfitzpatrick@lancastercountypa.gov), you can also send it by mail or drop off at the Lancaster County Government Administration Center, 150 N. Queen St., Suite 715, Lancaster, PA 17603.

On motion of Commissioner Parsons, seconded by Commissioner Trescot, the meeting adjourned at 10:27 a.m.

Motion passed unanimously.

Respectfully submitted,



Lydia Kovalchuk, Executive Assistant  
Commissioners' Office