

**COUNTY COMMISSIONERS' MINUTES**  
**WEDNESDAY, AUGUST 16, 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**

**Amy M. Campbell**  
**DEPUTY CHIEF CLERK**

Also, present were:

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

**Robert Devonshire, Director**  
**GENERAL SERVICES**

**Annie Flaud, Deputy Court Administrator**  
**COURT ADMINISTRATION**

**Todd Kirkpatrick, Director**  
**PUBLIC SAFETY TRAINING CENTER**

**Gary Kline, Director**  
**DOMESTIC RELATIONS**

**Dena Maounis, Grant Coordinator**  
**DISTRICT ATTORNEY'S OFFICE**

**Pastor Joel Saint**  
**IRBC**

**Carmen Simone, Deputy Director**  
**GENERAL SERVICES**

**Karla Trout, Executive Director and Administrator**  
**LIBRARY SYSTEM OF LANCASTER COUNTY, LANCASTER LIBRARY DISTRICT**

**Judge David Workman**  
**COURT OF COMMON PLEAS**

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 August 2, 2023, Commissioners' Meeting Minutes.

***PROCLAMATION***

**Child Support Enforcement Awareness Month – August 2023**

August 16, 2023

**WHEREAS**, this year celebrates the 48<sup>th</sup> anniversary of the Title IV-D Child Support Enforcement Program in Lancaster County; and

**WHEREAS**, partnerships between federal, state, and county agencies, parents, legislators, judges, commissioners, health care professionals, advocacy groups, and employers lead to greater program effectiveness; and

**WHEREAS**, child support enforcement professionals give hope and support to the children of Lancaster County, helping to foster strong families and responsible parenting; and

**WHEREAS**, the Lancaster County Court of Common Pleas Domestic Relations Office continues to exceed all federal performance standards and ranks among the highest in the nation in the establishment and enforcement of child support orders, parentage establishment, and cost effectiveness; and

**WHEREAS**, Lancaster County Court of Common Pleas Domestic Relations Office collected and disbursed more than \$53 million dollars to custodial parents and caretakers in the most recent Federal Fiscal Year.

- Continued -

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**NOW, THEREFORE, WE, THE BOARD OF COMMISSIONERS OF LANCASTER COUNTY, PENNSYLVANIA** do hereby proclaim August, 2023 as "CHILD SUPPORT ENFORCEMENT AWARENESS MONTH" in special recognition of the Child Support professionals serving the children of Lancaster County.

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

**Memorandum of Understanding (MOU) With:**

Library System of Lancaster County  
Lancaster, PA

**Purpose:**

To dissolve the MOU dated February 3, 2017 regarding the contract for the lease through its contract with Enterprise Fleet Management, an MSV Series 1000 Ford E-450 Bookmobile for use by the Library.

The County and the Library mutually agree that the title for the Bookmobile be assigned to the Library and that the Library will assume all insurance and associated costs for the Bookmobile.

**Note:**

Any outstanding commitments or obligations under the MOU shall be fulfilled promptly, and both parties shall cooperate in ensuring a smooth transition.

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 Public Safety Training Center, to approve the following:

**Memorandum of Understanding With:**

Public Safety Training Center Foundation

**Purpose:**

To provide space at the Public Safety Training Center to house a 2023 Pierce Enforcer Fire Engine which was purchased by the Foundation. The County will also perform routine maintenance and repairs, along with providing all insurance costs on the fire engine.

**Term:**

One year period from July 27, 2023 through July 26, 2024 and shall automatically renew annually for one year terms unless terminated in accordance with the MOU.

**Funding:**

Costs are currently budgeted annually in the Public Safety Training Center/Emergency Management Center budget.

Motion passed unanimously.

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:

**Agreement With:**

Cyprium Solutions  
East Petersburg, PA

**Purpose:**

To complete security upgrade services and associated maintenance of the control panels at the Lancaster County Prison.

**Amount:**

Hourly rates of \$129.00 for normal working hours (7:00 a.m. to 5:00 p.m.) and \$149.00 for emergency services calls outside normal working hours.

**Funding:**

Currently allocated in the 2023 budget.

Motion passed unanimously.

**RESOLUTION NO. 56 OF 2023**

On motion of Commissioner Trescot, seconded by Commissioner Parsons, it was agreed for the County of Lancaster to approve the 2023 Victim Witness and Defendant Documentation Translation Grant Award with the Lancaster Law Foundation through the Lancaster Bar Association, Lancaster, PA, to receive funding for the period August 1, 2023 through August 1, 2024 to translate informational brochures and legally required notification forms for victims who have suffered criminal harm as well as other District Attorney program applications forms and forms required by the rules of criminal procedure, which will improve the delivery of legal services and access to justice for the non-English speaking population involved in the criminal justice system.

This is a new grant and was received by invitation only.

**REVENUE ACCOUNT:**

District Attorney's Office - **\$10,000.00 (+)**  
State Grant Funding -  
6321-A-B1300-19025

**EXPENDITURE ACCOUNTS:**

District Attorney's Office -  
State Grant Funding -  
For Document Translation 7345-A-B1300-19011 **\$7,000.00**  
& Printing 7332-A-B1300-19011 **\$3,000.00**  
  
**\$10,000.00 (+)**

Motion passed unanimously.

**RESOLUTION NO. 57 OF 2023**

On motion of Commissioner Parsons, seconded by Commissioner Trescot, it was agreed for the County of Lancaster to approve the 2023-2024 Narcan Expansion grant award #40768 with the Pennsylvania Commission on Crime & Delinquency (PCCD), Harrisburg, PA, and allow pass through of these funds to Lancaster General Hospital, Lancaster, PA, for the period April 1, 2023 through September 29, 2024 to distribute Naloxone to police, fire, and EMS, along with non-traditional first responders and entities including: schools, treatment providers, community outreach organizations, faith-based organizations, the reentry coalition and healthcare professionals.

This is a one-time, new grant and renewal will depend on Federal funding availability.

**REVENUE ACCOUNT:**

District Attorney's Office  
State Grant Funding -  
6321 A B1300 19011 **\$74,720.00 (+)**

**EXPENDITURE ACCOUNTS:**

District Attorney's Office -  
State Grant Funding -  
7361 A B1300 19011 **\$74,720.00 (+)**

Motion passed unanimously.

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

**Renewal Lease Agreement With:**

Vernon Martin Associates  
Lititz, PA

**Purpose:**

To lease approximately 2500 usable square feet for use as judicial offices for Magisterial District Court 02-2-06 located at 745B East Main Street, New Holland, Pennsylvania.

Lessor agrees to complete, prior to the commencement of this lease, construction and renovations to the premises as follows:

- Construct a secure storage area for court files, accessible via doorway directly from the existing judicial offices.
- Install a mini-split HVAC system in the secure holding area.

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**Amount:** \$16.74 per usable square foot, totaling \$3,487.00 per month and \$41,850.00 per year.  
Renewal rate shall be \$18.414 per usable square foot, totaling \$3,836.25 per month and \$46,035.00 per year.

**Term:** Five-year term commencing October 1, 2023 through September 30, 2028 and subject to one five year extension.

**Funding:** Incorporated in the 2023 budget and 2024 budget proposal.  
22% increase in annual rent due to the additional square footage (12% increase per square foot) for years one through five with the option of a possible renewal at an additional 10% increase.

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:

**Renewal Agreement With:** Goodwill Keystone Area  
Harrisburg, PA

**Purpose:** To provide supported employment to adults with serious mental illness being served by Lancaster County Mental Health.

**Amount/Term:** \$180,763.00 for the period July 1, 2023 through June 30, 2024.

**Funding:** Budgeted in the Human Services Block Grant.

Motion passed unanimously.

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

**Agreement With:** NuTec Design Associates, Inc.  
York, PA

**Purpose:** To approve a proposal to update 2008 plans to current industry standards in order to obtain accurate pricing for the potential restroom expansion project at the Public Safety Training Facility.

**Amount:** \$17,100.00.

**Funding:** This project is listed in the 2023 Capital Improvement Plan.

**Note:** Approval is given to Lawrence M. George, County Administrator/Chief Clerk, to sign the proposal as authorized representative.

Motion passed unanimously.

Pastor Saint addressed the Board regarding the meaning of words and the importance of language.

On motion of Commissioner Parsons, seconded by Commissioner Trescot, the meeting adjourned at 9:43 a.m.

Motion passed unanimously.

Respectfully submitted,

Lydia Kovalchuk, Executive Assistant  
Commissioners' Office