

**WEDNESDAY, NOVEMBER 7, 2018:**

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. in the Ceremonial Courtroom with Chairman Randy L. Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qally; Albert Penksa, County Manager; Steve Renner, Controller; Beth Cissel, Deputy Controller; Crissy Redding, Treasurer; Don Fennimore, Court Administrator; Barbara Walter, Chief Assessor; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Warren Bladen, Director, Department of Emergency Services; Sarah Finkey, Children & Youth Administrator; Cindy Keeney, Victim Witness Director; Michele Miller, HR Director; Monica Dutko, Elections/Voter Registration Director; Beth Smith, Deputy Treasurer; Carolene Santiago, Solicitor's Office, David Bolton; News Reporter Vanessa Pellechio, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

**Pledge of Allegiance**

**Minutes:**

Mr. Qally moved, seconded by Mr. Phiel, to approve the Minutes of the October 31, 2018 Commissioners' Meeting as presented.

Motion carried.

**Executive Session:**

Board Chairman Phiel noted an Executive Session will be called at the discretion of the Board of Commissioners to discuss attorney client/personnel issues.

**Presentation:**

At this time Board Chairman Phiel recognized Debbie Kinard, Regent, Digges' Choice Chapter of the "Daughters of the American Colonists (DAC)" from Hanover, PA to present to the Adams County Commissioners an American Flag as part of their civic duties.

**Proclamation:**

At this time Board Chairman Phiel recognized Ret. Col. John Burt, USMC, Treasurer of the Eisenhower Society and Ben Neely, Executive Director of the Adams County Historical Society. Ret. Col. Burt read aloud the "**Bells of Peace: A World War I Remembrance**" proclamation. Mr. Martin moved, seconded by Mr. Qally, to adopt and proclaim November 11, 2018 as the "**Bells of Peace: A World War I Remembrance Day**" in Adams County.

Motion carried.

**Public Comment:**

No Public Comment was brought before the Board at this time.

**Children & Youth Services:**

With recommendation from Sarah Finkey, Children & Youth Administrator, and after review by Solicitor Molly Mudd, Mr. Qally moved, seconded by Mr. Martin, that the Board of Commissioners sign the Robert C. Hoffman Charitable Endowment Trust Grant Agreement Contract. This \$7,000 Grant is to be used in coaching Children & Youth Senior Management Personnel.

Motion carried.

**Department of Emergency Services:**

With recommendation from Warren Bladen, Director, and pending final review by Solicitor Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the Capital Area Communication – Public Safety Radio BDA System installation for the Adams County Human Services Building in the amount of \$28,300.55. For public safety this will enhance the radio system for better reception within the building.

Motion carried.

**Tax Services:**

- With recommendation from Chief Assessor Barbara Walter, Mr. Qually moved, seconded by Mr. Martin, to approve In accordance with the Consolidated Assessment Law, 53 Pa.C.S.A. § 8844(f)(3), to approve the 2018 Certification of Tax Rolls as follows:
  - Assessed Value of Taxable Real Property - \$9,427,476,100
  - Value of Occupations relating to Occupation Assessment - \$15,813,750
  - Per Capita Rolls (people subject to person taxes) – 74,505

Motion carried.

- With recommendation from Chief Assessor Barbara Walter, Mr. Martin moved, seconded by Mr. Qually, to approve the Personal Tax Exemption requests for individuals who have met the guidelines of County Policy for age/disability: Robert Wark, Cumberland Township; Donald Hinkle, Dorothy Kline, Kathryn Moorehead, Carrie G. Mummert, Joyce Nelson and Jack Settle, all of Oxford Township.

Motion carried.

- With recommendation from Chief Assessor Barbara Walter, Mr. Qually moved, seconded by Mr. Martin, to approve the Disabled Veterans Real Property Tax Exemption for John R. Oldroyd, 977 Mountain Road, York Springs, PA, Latimore Township, Parcel #23I02-0077---000 for his one story home, with attached and detached residential garages and 3.19 acres, effective with the 2019 County and Township Taxes.

Motion carried.

**Commissioners:**

With recommendation from Albert Penksa, County Manager, Mr. Martin moved, seconded by Mr. Qually, to approve the 2018 Excess Interest Award from the Pennsylvania Municipal Retirement System as follows: 26.33% for Active/Deferred Vested Plan Members, 34.63% for Retired Plan Members/Survivors, and 39.04% for Plan Sponsor/Employer.

Motion carried.

**Human Services Building:**

Mr. Martin moved, seconded by Mr. Qually, to approve and sign eciConstruction Change Order #47 in the amount of \$14,301.00 for labor, materials and equipment to install new taller courtroom gates. This is to be reimbursed by the Courts Special Fund.

Motion carried with Commissioner Qually voting no.

**Personnel Report:**

Mr. Qually moved, seconded by Mr. Martin, to approve the Personnel Report as presented:

Courts:

- Note the promotion of Corrie Ondrizek to Lead Court Reporter, effective October 29, 2018

District Attorney:

Note the end of the Paid Internship for Kristy Darby, effective October 16, 2018

Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the employment of Heather Olinger, 911 Telecommunicator, effective November 13, 2018.

Adams County Adult Correctional Complex:

Recommendation from Katy Hileman, Acting Warden, to approve the employment of the following: Corrections Officers – Kayla Eaton, Alan Joy and Maria Mejia, effective November 13, 2018.

Separation of Employment with permission to post:

- Dennis Harner, Maintenance Tech 3 HVAC, effective November 9, 2018
- Danielle Mathias, Correctional Officer, effective October 28, 2018
- Joshua Knauer, Correctional Officer, effective November 2, 2018

Motion carried.

**Expenditures:**

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period October 22, 2018 through November 2, 2018:

General Fund Total	\$ 1,457,077.60
General Fund	\$ 535,620.24
PCard Payment	\$ 9,363.78
Debt Service Payments	\$ 10,896.35
Payroll – Week #44	\$ 901,197.23
Children & Youth Services	\$ 245,035.64
Law Enforcement	\$ 22.50
Commissary Fund	\$ 1,946.94
Records Management	\$ 3,155.00
Act 137 (Affordable Housing)	\$ 182.25
Capital Projects-Reserve	\$ 30,563.60
Human Services Building	\$ 1,625.49
Capital Projects – Courthouse Renovation	\$ 4,251.72
911 Fund	\$ 57,757.00
Internal Service Fund	\$ 465,215.27

Motion carried.

**Executive Session:**

Board Chairman Phiel called for an Executive Session at 9:32 a.m. this date to discuss personnel and attorney/client issues.

**Meeting Reconvened:**

Commissioner Phiel reconvened the Commissioner’s Meeting at 11:10 a.m. this date with the following in attendance: Commissioners James E. Martin and Marty Karsteter Qually, Albert Penksa, County Manager and Chief Clerk Paula Neiman.

**Adjournment:**

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioner's Meeting at 11:15 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk