

WEDNESDAY, AUGUST 14, 2024:

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. at the Adams County Courthouse, Historic Courtroom and via conference call with Chairman Randy L. Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Steve Nevada, County Administrator; Molly R. Mudd, Solicitor; Tammy Myers, Controller; Beth Cissel, Deputy Controller; Danette Laughman, HR Deputy Director; Melissa Devlin, Budget & Purchasing Director; Phil Swope, Budget & Purchasing Assistant Director; Don Fennimore, Court Administrator; Candi Clark, Court HR Generalist; Sherri Clayton-Williams, Planning Director; Sarah Finkey, CYS Administrator; Susan Miller, Chief Assessor; Lisa Smith, Human Services Coordinator; Phil Walter, CIO (Phone); Kaycee Kemper, ACIDA; Representatives from WellSpan Megan Goodling and Monica Christman; News Reporter Vanessa Pellechio Sanders, *Gettysburg Times* and Deputy Chief Clerk Lisa A. Moreno-Woodward.

Minutes:

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the July 24, 2024 Commissioner's Meeting as presented.

Motion carried.

Public Comment:

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

Adams County Industrial Development Authority:

With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners Adopt Resolution No. 13 of 2024 which approves the issuance of a federally tax-exempt financing by the Adams County Industrial Development Authority ("ACIDA") for the purpose of funding a loan applied for by Elmer and Sadie Ann Huyard through the Next Generation Farmer Loan Program ("Program") in the amount of \$384,000.00. On August 8, 2024, the IDA held a duly advertised public hearing on the Huyard's application to use the loan to purchase approximately 19 acres of agricultural land and/or buildings located at 2476 Biglerville Road, Gettysburg, Butler Township, Adams County. The County's approval of the IDA's loan issuance is required under the federal Tax Equity and Fiscal Responsibility Act of 1982, but such approval does not make the County an obligor or otherwise make the County liable for the principal or interest on the bond. This Resolution is effective August 14, 2024 as follows:



Office of the Adams County Commissioners

117 Baltimore St., Room 201, Gettysburg, PA 17325-2391
PHONE (717) 337-9820 · FAX (717) 334-2091

Commissioners: Randy L. Phiel, James E. Martin, Marty Karsteter Qually
Chief Clerk: Paula V. Neiman | County Administrator: Steven A. Nevada
Solicitor: Molly R. Mudd, Esquire

RESOLUTION NO. 13 OF 2024

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF ADAMS TO APPROVE FEDERALLY TAX-EXEMPT FINANCING THROUGH PENNSYLVANIA'S NEXT GENERATION FARMER LOAN PROGRAM UPON APPLICATION BY ELMER AND SADIE ANN HUYARD

WHEREAS, the Adams County Industrial Development Authority (hereinafter "ACIDA") has held a public hearing on an application/project in an amount not to exceed \$384,000 for the Next Generation Farmer Loan for Elmer Huyard and Sadie Huyard, to finance the acquisition of approximately 19 acres of agricultural land and/or buildings located at 2476 Biglerville Road, Gettysburg, Butler Township, Adams County, Pennsylvania; and

WHEREAS, the Adams 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 Adams County Industrial Development Authority's Office; and

WHEREAS, the conduit debt issued by the ACIDA is non-recourse debt and does not increase the indebtedness of the ACIDA or the County of Adams.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF ADAMS, 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.

THIS RESOLUTION IS ADOPTED this 14th day of August, 2024, by the Board of Commissioners of the County of Adams, Pennsylvania, in lawful session duly assembled.

ATTEST

By: _____
Paula V. Neiman, Chief Clerk

ADAMS COUNTY COMMISSIONERS

By:
Randy L. Phiel, Chairman

By:
James E. Martin, Vice-Chairman

By:
Marty Karsteter Qually, Commissioner

Motion carried.

Court Administration:

With recommendation from Court Administrator Don Fennimore, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve and designate Chairman Randy L. Phiel to sign the following:

- Revised Quote #75635 from Sage Technology Solutions, LLC, of Mount Joy, PA, for the purchase and installation of a Tascam recorder. The prior Quote, which was approved at the July 24, 2024 Public Meeting, is hereby rescinded. The new Tascam recorder will replace the Court's decommissioned Denon recorder. The Quote was revised to reflect the correct model number for the Tascam recorder. The Revised Quote is effective August 14, 2024. Total cost to the County is \$3,216.76, which will be reimbursed by the Court out of its General Fund.
- Service Agreement Proposal with SBM Electronics, Inc., of Pittsburgh, PA, for maintenance of the five (5) courtrooms' For the Record (FTR) Software Assurance Program with Remote Support. This Software is used for the Court's digital recordings. It is further recommended that the Board sign the Terms and Conditions of SBM Electronics, Inc., Maintenance Agreement, which has been updated to include the County's standard terms. The term of this Agreement is August 31, 2024 to August 30, 2025. Total cost to the County is \$4,375.00.

Probation Services:

Recommendation from Chief Kristi Fields, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Academic Internship Agreement with Mount St. Mary's University. This Agreement provides that qualified students enrolled at Mount St. Mary's may intern with the County's Probation Services for the purpose of

furthering their criminal justice studies and obtaining academic credit. This Agreement is effective August 7, 2024, for a one-year term with automatic renewal.

Motion carried.

District Attorney:

With recommendation from District Attorney Brian Sinnett, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners sign the Professional Services Agreement with Dr. Bruce A. Wright, a medical doctor who is licensed in Pennsylvania. Dr. Wright will provide expert opinion and expert witness services for the Adams County District Attorney's Office. The term of this Agreement is three (3) years, commencing on March 5, 2024 and terminating March 4, 2027. Dr. Wright shall charge the County an hourly rate of \$300.00, not to exceed \$15,000.00 for any one matter.

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, Mr. Martin moved, seconded by Mr. Qually, to approve the following:

Adoption Assistance Agreements:

- A.G. & M.C. on behalf of E.F.P. in the amount of \$1,584.40 per month.
- A.G. & M.C. on behalf of E.N.P. in the amount of \$1,584.40 per month.
- N. & K.E. on behalf of V.H. in the amount of \$851.67 per month.
- H.K. on behalf of G.M. in the amount of \$912.50 per month.

2024-2025 Purchase of Service Agreements:

- The Children's Aid Society of Franklin County; Board of Child Care of the United Methodist Church; George Junior Republic of Pennsylvania; City Mission-Living Stones; The Bair Foundation

Motion carried.

Information Technology:

With recommendation from CIO Phil Walter, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the following:

- Quote from Verkada, Inc., a California company, for a trial of outdoor pole mounted cameras to be positioned at the Sachs and Eisenhower bridges. It is further recommended that Chairman Phiel sign the End User Agreement with Verkada. The trial period shall last for thirty (30) days and is provided at no cost to the County.
- Quote from Dell Technologies, a Texas company, for Quest Kace System Management Appliance and Kace System Deployment Appliance. The Kace product offers the ability to automate tasks, inventory all hardware and software, and manage security patches for all County devices. The Kace system also contains the managing of tickets and projects from all departments. This Agreement is made pursuant to National Cooperative Purchasing Alliance (NCPA) contract #01-143. The term is one (1) year, commencing September 16, 2024 and terminating September 15, 2025. Total cost to the County is \$13,907.69.

Motion carried.

Planning & Development:

Recommendation from Sherri Clayton Williams, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Mr. Qually moved, seconded by Mr. Martin, to approve and sign the Subrecipient Agreement for the Adams Response & Recovery Fund (“ARRF”) with East Berlin Area Joint Authority. This Agreement allocates \$1,000,000 in ARRF grant funding for the purpose of investing in the expansion of water and sewer infrastructure for the Borough of East Berlin and Hamilton Township. The awarded amount was previously approved by the Board at the March 22, 2023, public meeting following a public application process. This Agreement is effective August 7, 2024, and expires December 31, 2026.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve and sign the Amendment to the Subrecipient Agreement for Adams Response and Recovery Fund (ARRF) with Buchanan Valley Fire Department (BVFD). This Amendment amends the scope of BVFD’s original project proposal under the November 1, 2023, Subrecipient Agreement which allocated \$250,000.00 for upgrades to their fire station. The modified scope will include upgrades to emergency vehicles to be purchased through the COSTARS network. All other terms of the original Subrecipient Agreement, including the amount of grant funding will remain the same. This Amendment is effective August 14, 2024.

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to approve and sign the Amendment to the Subrecipient Agreement for Adams Response and Recovery Fund (ARRF) with Gettysburg Combined Area Resources for Emergency Shelter (CARES). This Amendment amends the scope of CARES’s original project proposal under the August 23, 2023 Subrecipient Agreement allocating \$368,900.00 for conversion of the third floor of the St. James Lutheran Church into a seasonal homeless shelter. The modified scope will include health and safety features for the homeless shelter, to include air purifiers, humidifiers, no-touch soap dispensers, and security cameras, and the purchase of a building to be converted into a multi-unit temporary “next-step” supportive housing solution for the County’s unsheltered population. All other terms of the original Subrecipient Agreement, including the amount of grant funding, will remain the same. This Amendment is effective August 14, 2024.

Community Development Block Grant:

With recommendation from Deana Duvall, Grants Coordinator and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve Community Development Block Grant (CDBG) Contract (No. C000089715) with the Commonwealth of Pennsylvania, through the Department of Community and Economic Development (DCED). This Agreement allocates \$553,712.00 to the County for eligible public facilities and infrastructure improvements incurred between June 18, 2024 and June 17, 2028. This Agreement is effective as of the date last approved by the Commonwealth and expires June 17, 2028.

Motion carried.

Tax Services:

- With recommendation from Daryl Crum, Director, Mr. Qually moved, seconded by Mr. Martin, to approve and appoint the following to the 2024 Auxiliary Tax Appeal Board: Barbara Underwood, Cumberland Township; Barbara Walter, Butler Township; William Arrington, Cumberland Township; Lisa Moreno-Woodward, Mt. Joy Township and to further approve, after review by Solicitor Molly R. Mudd, the appointment of Barbara Walter as a substitute member of the primary Adams County Board of Assessment Appeals, in the event of an absence or recusal of one of its members.

Motion carried.

- With recommendation from Chief Assessor Susan Miller, Mr. Martin moved, seconded by Mr. Qually, to approve the following Disabled Veterans Real Property Tax Exemption Certifications:
 - Parcel #18B17-0105, for a home on 2.96 acres located in Hamiltonban Township, effective with the 2025 County/Municipal Taxes.
 - Parcel #16010-0065 for a home on .19 acres located in Gettysburg Borough, effective with the 2024-2025 School Taxes.

Motion carried.

Elections & Voter Registration:

With recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners ratify the Worker Protection and Certification Forms required by the Pennsylvania Department of State in order to receive this year's allocation of Act 88 Election Integrity Grant Funds in the amount of \$374,410.95. These forms certify that the County complies with various labor laws and that it intends to use the grant funds for eligible expenditures as outlined in Act 88 of 2022.

Motion carried.

Building and Maintenance:

With recommendation from Larry Steinour, Director and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, to approve and designate Chairman Randy L. Phiel to sign the following:

- Quote from Best Line Material Handling, of Shippensburg, PA, for a stand-on battery-operated Bobcat forklift. The Quote is made pursuant to Costars Contract #4400028098 and is effective August 14, 2024. Total cost to the County is \$38,446.60.
- RRPlatinum Service Agreement with TK Elevator Corporation, a Georgia Company, for maintenance service of the elevators and chair lift at the Adams County Courthouse and Mercy House. The Agreement was revised to add the elevator at Mercy House. The prior Agreement, which was approved at the July 24, 2024 Public Meeting, is hereby rescinded. It is further recommended that the Commissioners sign the Addendum to the Platinum Service Agreement, which incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement is 5 years, commencing on August 1, 2024 and terminating on July 31, 2029. Total cost to the County is \$78,840, to be paid in yearly installments of \$15,768.

Motion carried.

Human Services Development Block Grant Plan:

With recommendation from Chief Clerk Paula Neiman, Mr. Qually moved, seconded by Mr. Martin, to approve and ratify for submission to the PA Department of Human Services, the 2024-2025 Human Services Development Block Grant Plan in the amount of \$93,894.00 for Homeless Assistance and \$57,826.00 for Human Services for a total grant amount of \$151,720.00.

Motion carried.

Adams County Adult Correctional Complex (ACACC):

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the following:

- Proposal from McClure Company, of Harrisburg, PA, for replacement of the condensers and evaporators in two (2) coolers and one (1) freezer in the ACACC's kitchen. The Proposal is made pursuant to Costars Contract #008-E23-1046 and is effective August 14, 2024. Total cost to the County is \$50,506.00.
- Renewal for the ACACC's LexisNexis Prison Solution with LexisNexis, a New York company. This allows inmates to access legal resources via the ACACC's tablets. The term of the Agreement is August 1, 2024 to July 31, 2026. Total cost to the County is \$16,704.00, to be billed in monthly installments of \$696.00.
- Estimate from On the Fly Pest Solutions, Inc., a Maryland Company, for pest control services at the ACACC. It is further recommended that the Board sign the Terms and Conditions between On the Fly and the County. The term of the Agreement is one (1) year, commencing March 22, 2024 and terminating March 21, 2025. Total cost to the County is \$3,393.71, to be paid in monthly installments of \$282.81.
- Maintenance Agreement with Donald B. Smith, Inc., of Hanover, PA, for the annual inspection and maintenance of the ACACC roof. The term of the Agreement is three (3) years, commencing on August 14, 2024 and terminating August 13, 2027. Total cost to the County is \$6,750, to be paid in yearly installments of \$2,250.

Motion carried.

Commissioners:

With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the following documents as they relate to the County's Employee Health Insurance and Dental Plans and the County's responsibilities as Plan Sponsor under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), as amended, and its underlying Regulations and Rules:

- Changes to the County's Dental High Summary Plan Description and Dental Low Summary Plan Description ("SPD"), respectively, which clarify that the SPDs shall serve simultaneously as the County's Dental Plan Documents and remove all references to the Employee Retirement Income Security Act of 1974 ("ERISA"), as Employee Benefit Plans maintained by government employers are exempt from ERISA, pursuant to 29 USC §§ 1002(32) and 1003(b); and
- The Amendments to the County of Adams PPO Group Preferred Provider Benefits Booklet and the County of Adams Dental Plan. These Amendments add certain language to the Plan Documents required by HIPAA, pursuant to Section 45 C.F.R. 164.504(f), so that the County, as Plan Sponsor, can share information with the Plan Administrators; and
- Adopt Resolution No. 9 of 2024, authorizing specific individuals to receive Protected Health Information ("PHI") from the County's Health Plan, for Plan Administration purposes, in accordance with the terms and conditions of the Plan, the internal policies and procedures of the Plan Sponsor and the Plan, and other applicable laws as follows:



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Solicitor: Molly R. Mudd, Esquire

RESOLUTION No. 9 of 2024

**RESOLUTION OF THE COUNTY OF ADAMS, PENNSYLVANIA,
AMENDING THE COUNTY OF ADAMS PPO GROUP HEALTH PLAN**

The undersigned authorized representatives of the County of Adams ("Employer") hereby certify that the following Resolutions accurately reflect actions taken by the Employer on August 14, 2024, and that such Resolutions have not been modified or rescinded as of the date hereof.

WHEREAS, the County of Adams ("Plan Sponsor") sponsors the County of Adams PPO Group Health Plan ("Plan") for the benefit of its eligible employees and their dependents; and

WHEREAS, in order to comply with the terms and conditions of the Plan and applicable law, the Plan Sponsor wishes to designate specific individuals to receive protected health information, to the extent necessary, for Plan administrative purposes; and

WHEREAS, the Plan Sponsor desires to authorize specific individuals to designate, or to revoke prior designation, of specific individuals to receive protected health information from the Plan for Plan administrative purposes.

NOW THEREFORE BE IT:

RESOLVED, that the Plan Sponsor hereby appoints the Adams County Solicitor to act on behalf of the Plan Sponsor to designate specific individuals to have access to protected health information, to the extent necessary, for purposes of Plan administration, and to revoke such access to protected health information to any previously designated individuals; and be it further

RESOLVED, that any individual designated to have access to protected health information for Plan administrative purposes shall access, receive, maintain, and otherwise use such information, to the minimum extent necessary, for Plan administrative purposes, in accordance with the terms and conditions of the Plan, the internal policies and procedures of the Plan Sponsor and the Plan, and applicable law and other authoritative guidance; and be it further

RESOLVED, that the proper representatives of the Plan Sponsor be, and hereby are, authorized and directed to execute such instruments and to perform such other acts as they, in their discretion, deem necessary or desirable to carry out these resolutions.

ATTEST

By: Paula V. Neiman
Paula V. Neiman, Chief Clerk

(SEAL)

ADAMS COUNTY COMMISSIONERS

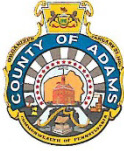
By: Randy L. Phiel
Randy L. Phiel, Chairman

By: James E. Martin
James E. Martin, Vice-Chairman

By: Marty Karsteter Qually
Marty Karsteter Qually, Commissioner

Motion carried.

- Adopt Resolution No. 10 of 2024, authorizing specific individuals to receive Protected Health Information (“PII”) from the County’s Dental Plan for Plan Administration purposes, in accordance with the terms and conditions of the Plan, the internal policies and procedures of the Plan Sponsor and the Plan, and other applicable laws, and further authorizing a change of the name of the Dental Plan to “County of Adams Dental Plan.”



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Solicitor: Molly R. Mudd, Esquire

RESOLUTION No. 10 of 2024

**RESOLUTION OF THE COUNTY OF ADAMS, PENNSYLVANIA,
AMENDING THE COUNTY OF ADAMS DENTAL PLAN**

The undersigned authorized representative of the County of Adams (“Employer”) hereby certifies that the following Resolutions accurately reflect actions taken by the Employer on August 14, 2024, and that such Resolutions have not been modified or rescinded as of such date.

WHEREAS, the County of Adams (“Plan Sponsor”) sponsors the County of Adams dental plan (“Plan”) for the benefit of its eligible employees and their dependents; and

WHEREAS, in order to comply with the terms and conditions of the Plan and applicable law, the Plan Sponsor wishes to designate specific individuals to receive protected health information, to the extent necessary, for Plan administrative purposes; and

WHEREAS, the Plan Sponsor desires to authorize specific individuals to designate, or to revoke prior designation, of specific individuals to receive protected health information from the Plan for Plan administrative purposes; and

WHEREAS, the Plan Sponsor desires to formally change the name of the Plan to the “County of Adams Dental Plan.”

NOW THEREFORE BE IT:

RESOLVED, that the Plan Sponsor hereby appoints the Adams County Solicitor to act on behalf of the Plan Sponsor to designate specific individuals to have access to protected health information, to the extent necessary, for purposes of Plan administration, to revoke such access to protected health information to any previously designated individuals, and take such steps as necessary to notify any and all services providers of this change; and be it further

RESOLVED, that any individual designated to have access to protected health information for Plan administrative purposes shall access, receive, maintain, and otherwise use such information, to the minimum extent necessary, for Plan administrative purposes, in accordance with the terms and conditions of the Plan, the internal policies and procedures of the Plan Sponsor and the Plan, and applicable law and other authoritative guidance; and be it further

RESOLVED, that the Plan’s name shall be formally changed to the “County of Adams Dental Plan” and the Adams County Solicitor or designee shall be authorized to take whatever steps necessary to effectuate this change hereafter; and be it further

RESOLVED, that the proper representatives of the Plan Sponsor be, and hereby are, authorized and directed to execute such instruments and to perform such other acts as they, in their discretion, deem necessary or desirable to carry out these resolutions.

ATTEST

By: 
Paula V. Neiman, Chief Clerk

(SEAL)

ADAMS COUNTY COMMISSIONERS

By: 
Randy L. Phiel, Chairman

By: 
James E. Martin, Vice-Chairman

By: 
Marty Karsteter Qually, Commissioner

Motion carried.

Request for Proposals - Food Services Contract:

With recommendation from Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the following:

- Authorize the advertisement of the Request for Proposals for the Food Services Contract for the Adams County Adult Correctional Complex with bids to be received through the PennBid digital platform by 7:59 a.m. Eastern Prevailing Time on Wednesday, October 2, 2024.

Motion carried.

Network Security Policy:

With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the following:

- Adopt the following County and Court-wide Policy:
 - Network Security Policy No. 121.03 – This Policy updates the Network Security Policy to reflect that a Risk Level Assessment on County Systems shall be performed at least every three (3) years. This Policy is effective August 14, 2024.

Motion carried.

Personnel Report:

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

Court:

- Probation Department – Employment of Cameron Randolph, Probation Officer Intern, for up to 29.5 hours/week paid plus 2.5 hours/week unpaid for up to 32 hours/week for course credit, effective August 27, 2024 through December 6, 2024
 - Separation of employment for Dylan Staub, Probation Officer Intern, effective August 1, 2024
- Domestic Relations – Separation of employment for Conference Officer Interns Autumn Miller, effective August 8, 2024 and Griffin Kibler, effective August 9, 2024.

Controller:

- Transfer Lindsay Reichart from Senior Staff Accountant to Accounting Manager, effective July 29, 2024
- Transfer Brandy Harman from Senior Accountant-Audit to Financial System Support Analyst, effective July 29, 2024

Sheriff:

- Effective August 19, 2024: Promotion of Kevin Miller from Lieutenant to Chief Deputy; Promotion of John Wega from Sergeant to Lieutenant; Promotion of Norman McNeal from Operations Corporal to Sergeant; Promotion of Tina Antkowiak from Deputy First Class to Operations Corporal
- Employment of Benjamin King, Deputy Sheriff, effective August 12, 2024, pending successful completion of all required pre-employment screenings.

Clerk of Courts:

- Promotion of Emily Ruffner, from Deputy Clerk 2/New Case Clerk to Court Information Specialist, effective July 29, 2024.

Security:

- Benjamin Jones, Interim Acting Security Director, effective July 29, 2024.

Public Defender:

- Employment of Joanna Toft Funk, Assistant Public Defender, effective August 12, 2024, pending successful completion of all pre-employment requirements.

Separation of Employment with permission to post:

- Aleah Leonard, Office Manager/IT Coordinator, Children & Youth Services, effective August 16, 2024
- Corrections Officers: John Walton, effective July 22, 2024; Maria Hernandez-Nery, effective July 29, 2024; Noah Wagner, effective July 31, 2024; Sakena Gwyn, effective August 3, 2024; James McKenzie, effective August 9, 2024; Riley Collins, effective August 11, 2024

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period July 22, 2024 through August 2, 2024:

| | |
|----------------------------|------------------------|
| General Fund – Operational | \$ 988,359.39 |
| Payroll – Week #31 | <u>\$ 1,097,994.03</u> |
| Total General Fund | \$ 2,086,353.42 |
| Children & Youth Services | \$ 324,317.77 |
| Liquid Fuels | \$ 2,794.76 |
| Commissary Fund | \$ 2,417.50 |
| Hotel Tax Fund | \$ 156,547.00 |
| Capital Projects | \$ 9,111.81 |
| 911 Fund | \$ 17,256.55 |
| Internal Service Fund | <u>\$ 403,449.55</u> |
| Total Special Funds | \$ 915,894.94 |
| Total Expenditures | \$ 3,002,248.36 |

Motion carried.

Other Business:

No Other Business was brought before the Board at this time.

Salary Board Meeting:

The Salary Board Meeting will be held following the Commissioners Meeting.

Adjournment:

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioner’s Meeting at 9:39 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman

Paula V. Neiman
Chief Clerk