

AGENDA, THURSDAY, MAY 19, 2022:

9:00 A.M. Convening of the Adams County Board of Commissioners' Meeting.

Pledge of Allegiance

Minutes:

Approve the Minutes of the May 4, 2022 Commissioners' Meeting as presented.

Public Comment:

*Individuals may listen to the meeting or comment during the public comment portion of the agenda by calling **1-415-655-0001, 132-798-3497#**. Any comments related to the agenda or county business are limited to 5 minutes and the individual is to state their name and address prior to commenting.*

District Attorney:

Recommendation from District Attorney Brian Sinnett, and after review by Solicitor Molly R. Mudd, that the Board approve the Pass-Through Contract Agreement with the Pennsylvania Coalition Against Rape ("PCAR") d/b/a Adams County Sexual Assault Services, the pass-through contractor designated by the County to serve the needs of sexual assault victims in our community. This Agreement establishes the conditions for PCAR's expenditure of certain PA Commission on Crime and Delinquency ("PCCD") subgrant funds that were awarded to the County in January of 2022 pursuant to PCCD STOP Grant Application #36055. PCAR shall perform the project services described in the County's PCCD grant application for an amount not to exceed \$25,000.00 per year from the awarded subgrant funds. The effective date of the Agreement is January 1, 2022 and shall terminate December 31, 2024.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the following 2022-2023 Purchase of Service Agreements: Bilingual Conexion; Easter Seals; Gettysburg's Growing Place; Pivotstone Group, LLC; Soul Meets Body Treatment Center, LLC; Community Services Group; Families United Network; Perseus House; Pinkney's Vineyard of Faith Ministries; Pressley Ridge; COBYS Family Services and White Deer Run, LLC d/b/a Torrance Cove Prep.

Information Technology:

Recommendation from Phil Walter, CIO, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the following:

- Quote #MSLV185 with CDW-G, LLC, an authorized reseller of Adobe, Inc. products. This quote provides 82 licenses for Adobe Acrobat Pro DC, one (1)

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Information Technology cont'd:

license for Acrobat Standard DC, and five (5) licenses for all Creative Cloud applications for a 1-year term. Total cost of all licenses is \$13,229.90. Pricing is made pursuant to COSTARS Contract 006-064. This Agreement is effective June 27, 2022 and expires June 26, 2023. It is additionally recommended that the Board approve the Adobe Software License Agreement, which is effective upon use of the software.

- Quote #004842 (V1) with Kyocera Document Solutions America, Inc. This Quote renews update and maintenance support for the Planet Press Connect and Imaging products used in the conversion of PDF to PDF/a documents in the County's DocStar system. The cost of renewal for a 2-year term is \$6,688.00, of which \$2,640.00 will be paid for by PA Historical & Museum Commission grant funding. The renewal will be effective January 1, 2023 and expire December 31, 2024.

Tax Services

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

- Full Service Maintenance Contract (No. 2368) with Print-O-Stat, Inc., a Pennsylvania company. This Agreement provides for the yearly maintenance of a L2Y26A Hewlett Packard Designjet printer. The Agreement is effective May 3, 2022, for a one (1) year term. Total cost is \$1,112.00.
- Professional Services Agreement dated May 10, 2022, with Richard Cornogg for Review of an Appraisal prepared by James R. Shriner on August 19, 2021 of the Gettysburg Village Outlets in Mount Joy Township. Professional fees not to exceed \$1,000.00.

Planning Department:

Recommendation from Sherri Clayton-Williams, Director, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Full Service Maintenance Contract (No. 2367) with Print-O-Stat, Inc., a Pennsylvania company. This Agreement provides for the yearly maintenance of a L2Y26A Hewlett Packard Designjet printer. The Agreement is effective April 28, 2022 for a one (1) year term. Total cost is \$1,112.00.

Adams County Library:

Recommendation from the Adams County Library Board of Trustees to appoint Anna-Mae Kobbe, Ph.D as a Trustee to the Adams County Library System, effective April 28, 2022 for a three-year term.

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Building and Maintenance:

Recommendation from Larry Steinour, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to sign the Quote from Houck, of Harrisburg, PA, for repairs to the Courthouse's Clock Tower. It is further recommended that the Board sign the Addendum to the Houck Standard Terms and Conditions, which incorporates the County's standard terms and conditions into the Agreement. The Quote will become effective on May 19, 2022. Total cost to the County is \$2,890.00.
- Designate Chairman Randy L. Phiel to sign the Quote from Donald B. Smith, Inc., of Hanover, PA, to re-roof the St. Francis Xavier Building. This Quote is made pursuant to Co-Stars Contract #008-533 and will become effective on May 19, 2022. Total cost to the County is \$126,800.00.

Adams County Board of Elections:

Effective May 11, 2022 Commissioner Marty Karsteter Qually stepped down from the Adams County Board of Elections in full and transparent disclosure of a coordinated Write-In Campaign for the May 17th Primary Election aimed at gaining ballot access for the November General Election for the office of State Representative for the 91st Legislative District. By Order of the Court dated May 12, 2022, President Judge Michael George, upon the county's Motion, appointed Vickie Corbett to serve in Commissioner Qually's stead on the Board of Elections during the Primary Election and through the date that the Primary Election of 2022 is certified by the Board to the Department of State, Commonwealth of Pennsylvania, at which time the appointment shall automatically expire absent further Order of Court.

Commissioner's Office:

Recommendation from Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Appoint Chairman Randy L. Phiel to sign on behalf of the Board Pay Application No. 12 for The Energy Network (TEN) of Carnegie, Pennsylvania in the amount of \$77,933.92 for work undertaken at the Historic Courthouse, the new Courthouse, the Prison and Work Release buildings.
- 4th Amendment to Lease Agreement between the County of Adams and The American National Red Cross, for space at 230 Greenamyer Lane, Room 102, Gettysburg, PA in the annual amount of \$2,500.00 effective August 1, 2022 through July 31, 2022.

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Commissioner's Office cont'd:

- Letter of Intent (“LOI”) with Adams County Solar, LLC, a special purpose entity incorporated in Delaware by Kenyon Energy, LLC and OnSwitch, Inc. for the sole purpose of managing the solar array to sit atop the roof of the Human Services Building (“HSB”). This LOI establishes the intent of the parties to install a 530 kW roof-mounted solar panel array upon completion of the re-roofing of HSB in September of this year in accordance with the terms of the publicly-bid Request For Proposal previously awarded to Kenyon/OnSwitch by the Board on August 11, 2021. After a \$24,000.00 installation fee, the Purchase Power Agreement (“PPA”) price shall be \$0.025/kWh with a 2% annual escalator. Project completion date is estimated to be December of 2022. This LOI is effective May 19, 2022, and will terminate upon the execution of a PPA Agreement between the parties or 180 days from the effective date, whichever is earlier.
- Adopt Resolution No. 7 of 2022 requesting an increase in state funding for the purpose of investing in essential community mental health programs such as crisis intervention, community residential programs, family-based support, and outpatient care. Copies of this Resolution and an accompanying letter will be sent to local and state representatives, the PA Department of Human Services, and to the Governor’s Office for the purpose of requesting the additional funding.
- Announcement of the Request for Proposals that were received for the Multi-County Broadband Feasibility Study on behalf of Adams, Franklin and Cumberland Counties. The deadline for receipt of proposals was May 18, 2022 at 8:00 a.m. prevailing time through the PennBid digital platform

Personnel Report:

Court:

- Separation of employment of Margaret Kenworthy, Tipstaff, effective May 26, 2022

Probation Department:

- Promotion of Mary Jill Payne Kramer from General Clerk to Probation Officer, effective May 9, 2022
- Jordan Spidle, Unpaid Intern, effective May 16, 2022 through August 12, 2022
- Separation of employment of Danielle Wieland, Probation Officer, effective May 27, 2022

District Attorney:

Recommendation from District Attorney Brian Sinnett to approve the following:

- Paid Internships for Pooja Manhas, effective May 16, 2022
- End of a Paid Internship for Karen Kunick, effective April 27, 2022

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Personnel Report cont’d:

Clerk of Courts:

Recommendation from Clerk of Courts Kelly Lawver, to approve the promotion of Heather Wetzel to Court Information Specialist, effective May 9, 2022:

IT Department:

Recommendation from Phil Walter, CIO, to approve the employment of Ashlee Hammonds, Technician II/Application Specialist, effective May 9, 2022.

Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the following:

- Promotion of Ashley Williams to Supervisor, effective May 9, 2022
- Employment of Annabella Beacham, Telecommunicators, effective May 23, 2022

Building & Maintenance:

Recommendation from Larry Steinour, Director, to approve the employment of Barbara Clements, Part Time Regular Custodian, with hours primarily Monday through Friday 5:00 p.m. to 9:00 p.m. at the Courthouse or as needed at HSB, effective May 12, 2022.

Separation of Employment with permission to post:

- Tammy Noel, Staff Accountant in the Controller's Department, effective May 13, 2022
- Transfer of Molly Ryan from Caseworker 2-Independent Living to Program Specialist, effective June 6, 2022
- Rescind offer of employment to Kierstin Brown, Telecommunicator, effective May 23, 2022
- Chloe Makibbin, Corrections Officer, effective May 8, 2022
- Brandon Kelley, Corrections Officer, effective May 11, 2022
- Kenya Hardy, Corrections Officer, effective May 13, 2022
- Aleksander Negron, Corrections Officer, effective May 24, 2022
- Rescind offer of employment for Sameh Gabra, effective May 16, 2022

Expenditures:

Approve the following expenditures for the period May 2, 2022 through May 13, 2022:

General Fund Total	\$ 5,052,729.24
General Fund	\$ 444,862.32
Debt Service Payments	\$ 3,538,093.41
Payroll – Week #19	\$ 1,069,773.51

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Expenditures cont'd:

Children & Youth Services	\$ 162,939.31
Liquid Fuels	\$ 6,412.38
HazMat Fund	\$ 89.97

Commissary Fund	\$	3,311.73
Hotel Tax Fund	\$	126,981.11
Coroner VISA	\$	329.78
Pass Through Grant-Interest	\$	120,000.00
Capital Project-Reserve	\$	5,895.00
Capital Projects	\$	17,554.00
911 Fund	\$	6,566.43
Internal Service Fund	\$	156,201.98

Other Business:

Solicitor Mudd
Commissioner Qually
Commissioner Martin
Commissioner Phiel

Salary Board Meeting:

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

Adjournment: