

PROPOSED

AGENDA, WEDNESDAY, JULY 28, 2021:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the July 14, 2021 Commissioners' Meeting as presented.

Proclamation:

- **“NATIONAL FARMERS MARKET WEEK”** – August 1-7, 2021

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.*

Community Development Block Grant Public Hearing:

Chairman Phiel to call to order a Public Participation Hearing to accept public comment on the community needs for funding under the fiscal year 2021 State Community Development Block Grant. Any government or non-profit agency with an eligible project can apply to the Adams County Office of Planning & Development by Friday, August 20, 2021. Adams County will receive an allocation of \$335,076.00. This is to accept public comment and no action is needed.

Prothonotary:

Recommendation from Prothonotary Beverly Boyd, and after review by Solicitor Molly Mudd, that the Board approve the quote provided by e-ImageData, a Wisconsin company, for the sale of a ScanPro 2200 Microfiche Scanner, 3-year warranty, and optional extended warranty. The scanner machine will allow the Prothonotary's Office to accurately digitize older microfiche records. The cost of the machine is \$7,377.00, installation/training is \$660.00, and the optional extended warranty is \$237.00 after the first six (6) months, for a total cost of \$8,274.00. Pricing is made pursuant to COSTARS contract #4400016132. This agreement is effective July 9, 2021, and the warranty expires after a one-year term unless renewed.

Human Resources Department:

Recommendation from Michele Miller, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners ratify the Agreement with AXIOM Staffing Group of Hanover for Temporary Personnel Services for the Adams County District Attorney's Office, to be billed at the rate of \$19.38/hour for the first 480 hours worked, \$13.65/hour plus the 42% mark up to cover all administration/staffing costs.

AGENDA, Wednesday, July 28, 2021

Page 2

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, and after review by Solicitor Molly Mudd that the Board of Commissioners approve the following:

- 2021-2022 Purchase of Service Agreements: Adams County Children's Advocacy Center; Catholic Charities of the Diocese of Harrisburg, PA Inc.; Children's Aid Society of Franklin County; Children's Home of Reading; White Deer Run, LLC d/b/a Torrance Cove Prep; County of Northampton; Pathways Adolescents Center, Inc.; Pinkney's Vineyard of Faith Ministries/House of Ruth; Bruce Kelly; MacGregor Behavioral Health Services, LLC; Cornell Abraxas Group, LLC; Hempfield Behavioral Health, Inc. – All Programs; Hempfield Behavioral Health, Inc. – Incredible Years and Alternative Living Solutions; Folium, Inc. d/b/a Laurel Life Services; Center for Youth & Community Development-Integrated Children's Services Planning; Center for Youth & Community Development-Strengthening Families Program; Diakon Child, Family & Community Ministries-Resource Parent Program.
- Purchase of Service Agreement with the Board of Child Care of the United Methodist Home for Children ("UMHC-BCC"), a non-profit corporation licensed by the PA Department of Human Services for youth placement services. The current per diem rate is \$227.12. Beginning October 1, 2021, UMHC-BCC will be licensed as a Specialized Setting for Youth At Risk of Sex Trafficking pursuant to the Federal Family First Prevention Services Act, P.L. 115-123 (2018), at which time the per diem rate will increase to \$394.29, but will be eligible for reimbursement through federal Title IV-E grants. This Agreement is effective July 1, 2021 through June 30, 2022.
- Memorandum of Understanding for SWAN Legal Services Initiative between DAIKON Lutheran Social Ministries and its subcontractor, VOCE, formerly Family Design Resources, Inc. for paralegal support for matters including dependency court, orphans' court and/or adoption matters handled by the Agency, and other matters as identified by the County and as approved by LSI administration. These services are provided at no cost to the County.

Tax Services Department:

- Recommendation from Daryl Crum, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners approve and appoint Larry Peters Jr., Licensed Auctioneer, to provide live auctioneering services for all back tax and judicial properties exposed for sale through the Tax Claim process, for the live auction scheduled for September 24, 2021 and for other live auctions that may be scheduled in the future through the Adams County Tax Claims Office from time to time. The cost for these auctioneering services is \$35.00 per property.

AGENDA, Wednesday, July 28, 2021

Page 3

Tax Services cont'd:

- Announcement, for the matter of record, the 2020 Coefficient of Dispersion (COD) based upon sales which occurred in Adams County between January 1 and December 31, of the previous year.

County Human Services Plan Public Hearing:

Chairman Phiel to call to order a Public Hearing for a presentation by Sharon Harlacher, York/Adams MH-IDD Administrator, of the 2021-2022 Human Services Development Plan for public comment.

2021-2022 Fiscal Year County Human Services Plan:

Approve and sign the 2021-2022 Fiscal Year County Human Services Plan Assurance of Compliance for submission to the Pennsylvania Department of Human Services.

Department of Emergency Services:

Recommendation from Warren Bladen, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners review and approve the April 21, 2021 Letter of Engagement of the Provisioning of Next Generation 911 Services ("NG911") in Adams County. This Letter sets forth for the Commonwealth of Pennsylvania, acting through the Pennsylvania Emergency Management Agency ("PEMA"), and the County interoperability roles and responsibilities of the parties and necessary steps to review, amend or establish new methods and processes to successfully implement and sustain NG911 in Adams County and statewide, such that NG911 technology will coordinate the delivery of federal, state, regional and local emergency services, pursuant to the Act of June 29, 2015, P.L. 36, No. 12, as amended, 35 Pa. C.S. Sections 5301-5399 ("Act 12").

Voter Registration & Elections:

Recommendation from Angela Crouse, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board the July 20, 2021 Election Systems & Software, LLC of Omaha, Nebraska (ES&S) Quote & Purchase Order for EVS 6.1.1.0 Reporting Standard, Standalone EMS System Upgrade for the Department's (2) dedicated EMS workstation computers, including Windows 10 Upgrade, Symantec Endpoint Protection 14.2.0 software, installation, configuration and testing, at a cost to the County of \$1,778.00.

IT Department:

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

AGENDA, Wednesday, July 28, 2021

Page 4

IT Department cont'd:

- Appoint Chairman Randy L. Phiel to sign on behalf of the Board the Tier II Commitment Form with CCAP for Sylint Technology Services including actionable threat intel; periodic collection of and review of County-specific open source intelligence (OSINT) data; external edge scans; and annual tool efficacy discussion and collaborative review. The cost to the County for these CORE services is \$4,200.00.
- Designate Chairman Randy L. Phiel to approve the Software License Agreement and Quote provided by Zoho Corporation, a California company, for an annual subscription for ManageEngine ADSelfService Plus. This software allows employees to securely unlock their County accounts and reset passwords without the additional need for IT to be involved, thus reducing strain on the IT staff. Agreement is effective August 3, 2021 for a one-year term. Total cost to the County is \$1,095.00.

Budget and Purchasing:

Recommendation from Melissa Devlin, Director and after review by Solicitor Molly Mudd, that the Board appoint Chairman Randy L. Phiel to sign on behalf of the Board Equipment Lease Agreement #450-7407123-026 with Kyocera Document Solutions Mid Atlantic, Inc. of York. This Agreement covers six (6) Scanners and two (2) Printers leased to the County at a rate of \$390.83 per month or \$23,449.80 over the 60-month term of the Lease.

Penn State Extension:

Recommendation from Steve Nevada, County Manager, to approve to fund the salary and benefit package, as long as funds are available, for the Penn State University – Adams County Based 4-H Extension Educator Position, up to and not to exceed \$56,042.94 annually, effective July 28, 2021.

Commissioner's Office:

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

- Award the Human Services Building Structural Reinforcement and Re-roofing Project to D.A. Nolt, Inc., a New Jersey company, after a duly advertised sealed bid process which took place on July 14, 2021. D.A. Nolt was the lowest qualified bidder of two total bids received, and has extensive experience completing similar roofing projects in Pennsylvania and New Jersey. The scope of the project shall include the structural reinforcement and re-roofing of the Human Services Building as well as the installation of a roof access walkway, at a total cost to the County of \$1,579,011.00.

AGENDA, Wednesday, July 28, 2021

Page 5

Commissioner's cont'd:

- Appoint Chairman Randy L. Phiel to sign on behalf of the Board the Mortgage Satisfaction Piece on the Mortgage Debt owed by Adams County Industrial Development Authority to the County of Adams in the original mortgage debt amount of ONE MILLION SEVEN HUNDRED AND FIFTY THOUSAND DOLLARS (\$1,750,000.00) on the mortgaged premises located at North Stratton Street, Gettysburg Borough, known as the Gettysburg Station Reddi Site, as more fully described in Exhibit "A", said Mortgage having been recorded on or about May 2, 2013 in the Office of the Recorder of Deeds of Adams County in Record Book 5826 at page 297, whereupon the recording of said Satisfaction will denote that the Mortgage has been fully paid or otherwise discharged and satisfied of record.

Personnel Report:

Courts:

- Administration: Note Roy Keefer as Chief Tipstaff, effective August 16, 2021
- Probation: Note the employment of Olivia Wagner, Probation Officer, effective August 9, 2021

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Miranda Blazek, Children & Youth Solicitor, effective August 9, 2021. Ms. Blazek transferred from the District Attorney's Office.

Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the employment of Brett Riser, Part-time as Needed (PTAN) 911 Telecommunicator, effective July 23, 2021.

Security Department:

Recommendation from Mark Masemer, Director to approve the employment of James O'Shea, Regular Part Time Security Officer, effective July 26, 2021.

Solicitor's Department:

Recommendation from Solicitor Molly Mudd, to approve the employment of Lindsey Ringquist, Assistant Solicitor, effective July 26, 2021.

AGENDA, Wednesday, July 28, 2021

Page 6

Personnel Report cont'd:

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, to approve the employment of the following Corrections Officers, pending successful completion of background screenings: Effective July 26, 2021 – Andrew Hyle

Separation of Employment with permission to post:

- Marcy Seifert, Legal Aide in the District Attorney's Office, effective July 16, 2021
- Benjamin Dudash, Corrections Officer, effective July 29, 2021
- Rescind offer of employment for James Bixler and Griffin Ewing, Corrections Officers, effective July 19, 2021

Expenditures:

Approve the following expenditures for the period July 12, 2021 through July 23, 2021:

General Fund Total	\$ 1,570,195.03
General Fund	\$ 586,963.27
Payroll – Week #29	\$ 983,231.76
Children & Youth Services	\$ 67,037.68
Liquid Fuels	\$ 1,913.42
HazMat Fund	\$ 45.34
Commissary Fund	\$ 1,239.77
Hotel Tax Fund	\$ 72,329.75
Act 13 Bridge Improvements	\$ 7,246.30
Capital Project-Reserve	\$ 20,971.23
Capital Projects	\$ 124,614.45
911 Fund	\$ 40,164.52
Internal Service Fund	\$ 449,842.73

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: