

WEDNESDAY, JUNE 7, 2017:

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:02 a.m. in the Ceremonial Courtroom with Vice-Chairman James E. Martin presiding. Others in attendance: Commissioner Marty Karsteter Qually; Albert Penksa, County Manager; John Hartzell, Solicitor; Steve Renner, Controller; Don Fennimore, Court Administrator; Michele Miller, Human Resources Director; Barbara Walter, Tax Services Chief Assessor; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Sara Brensinger, Purchasing Coordinator; Sarah Finkey, Children & Youth Administrator; Ellen Dayhoff, Rural Resources Manager; Rob Thaeler, Principal Planner; Anne Thomas, Grants Program Coordinator; News Reporters Vanessa Pellechio, *Gettysburg Times* and Dustin Levy, *Evening Sun* and Chief Clerk Paula V. Neiman.

Pledge of Allegiance

Minutes:

Mr. Qually moved, seconded by Mr. Martin, to approve the Minutes of the May 24, 2017 Commissioners' Meeting as presented.

Motion carried.

Proclamations:

Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim June 1, 2017 as "**CHILDREN & YOUTH CASEWORKER APPRECIATION DAY**" in Adams County. The proclamation was presented to Sarah Finkey, Administrator and Children and Youth Caseworkers.

Motion carried.

Presentations:

- Carolyn N. Black – 31 Years of Dedicated Service – District Attorney's Office; Honorable Judge Robert G. Bigham and Clerk of Courts Office
- James L. Shenk – 33 Years of Dedicated Service – Department of Emergency Services

Public Comment:

No public comments/questions were addressed to the Board at this time.

Commissioners:

Adams County Library System:

Upon the request of the Adams County Library System Board of Trustees and in order to be recognized by the State, Mr. Qually moved, seconded by Mr. Martin, to approve the appointment of the following to a three-year term as a member of the Board of Trustees:

- Annie Letendre
- Mary Sue Cline
- Dorothy Puhl
- Tony TenBarge

Motion carried.

Tax Services:

With recommendation from Chief Assessor Barbara Walter, Mr. Qually moved, seconded by Mr. Martin, to approve exemption of personal taxes for the following individuals who have met the income, age and disability criteria: Oxford Township – C. Edward Lawrence, Florence Myers, Benjamin Seidman; Straban Township – Anna Kaiser.

Motion carried.

Children & Youth Services:

At the request of Sarah Finkey, Administrator, Children and Youth Services, and after review by Assistant Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve and sign the following:

- First Amendment to Consulting Agreement between AVANCO International, Inc. and Adams County Children and Youth Services, for a 3-month extension on the original Consulting Agreement for services including data conversion and integration, and systems administration and design. The extension will expire on or about September 30, 2017.
- First Amendment to Child Accounting and Profile System (“CAPS”) Provider Agreement between AVANCO International, Inc. and Adams County Children and Youth Services, for a 3-month extension on the original Provider Agreement for services including access to and support of the secure CAPS data system. The extension will expire on or about September 30, 2017.

Motion carried.

Planning:

Adams County Housing Committee:

With the recommendation from the Adams County Housing Committee, Mr. Qually moved, seconded by Mr. Martin, to approve the reallocation of \$50,000.00 of Act 137 Funds held by PICPI as a grant to the Adams County Housing Authority to support the Gettysburg Supportive Housing Program for the 2017-2018 fiscal year with the condition that the amount of \$50,000.00 be returned to PICPI’s Act 137 account if HUD were to retroactively provide transitional housing funding for the 2017-2018 fiscal year.

Motion carried.

Emergency Solutions Grant:

With recommendation from Anne Thomas, Grants Coordinator, to approve the following:

- Resolution No. 4 of 2017 authorizing the filing of a proposal for funds with the Department of Community & Economic Development in the amount of \$31,142.00.
- Subrecipient Agreement between the County of Adams and South Central Community Action Programs, Inc., Single Application #8112151 in the amount of \$31,142.00.

Motion carried.

Ag Land Conservation Easements:

With recommendation from Ellen Dayhoff, Rural Resource Manager, Mr. Qually moved, seconded by Mr. Martin, to approve the offer letter for the purchase of Conservation Easement and approval for Chairman Randy L. Phiel to sign the Agreement of Sale on behalf of the Board of Commissioners for the Harry E. McDannell, Jr. and Linda A. McDannell, 332 North High Street, Biglerville, PA, Arendtsville Borough, approximately 144.14 acres, \$3,325.00/acre farm.

Motion carried.

Mr. Martin moved, seconded by Mr. Qually, to table the offer letter for the purchase of a Conservation Easement and Agreement of Sale for the Russell Williams farm, 2849 Hanover Pike, Hanover, PA, Conewago Township, approximately 103.16 acres, \$2,125/acre.

Motion carried.

Human Resources:

At the request of Danette Laughman, HR Deputy Director, and after review by Solicitor John Hartzell, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve three health services agreements for the 2017 plan year as follows:

- Certificate of Coverage for BlueCross Vision, being the County's vision plan, administered by Capital Blue Cross and Capital Advantage Assurance Corporation.
- Plan Document and Summary Plan Description for the County Health Care Plan, with South Central Preferred serving as the Claims Administrator, providing coverage for the County and two of its bargaining units.
- Plan Document and Summary Plan Description for the County Health Care Plan, with South Central Preferred serving as the Claims Administrator, providing coverage for the third County bargaining unit.

Motion carried.

Purchasing/Finance Department:

At the request of Phillip Swope, Purchasing Office, Mr. Qually moved, seconded by Mr. Martin, that the County authorize the preparation of and release of bid documents, and authorize Chief Clerk Paula Neiman to advertise, for the purchase and installation of furniture for two district magisterial courtrooms, and an Adams County Court of Common Pleas courtroom, all being part of the County Human Services Building project.

Motion carried.

Personnel Report:

Mr. Qually moved, seconded by Mr. Martin, to approve the following personnel actions:

Courts:

Recommendation from Don Fennimore, Court Administrator, to note the following:

- Note the employment of Meredith L. Boardman, Law Clerk for Judge Simpson, effective June 5, 2017.

- Separation of employment for Joshua Matos Ortiz, Domestic Relations Conference Officer, effective June 9, 2017.

Register & Recorder:

Recommendation from Register & Recorder Karen Heflin, to approve the employment of Jennifer A. Stiffler, Deputy Clerk 1, effective May 30, 2017.

District Attorney:

Note the transfer of Nicole Meyer to the position of Legal Secretary, effective June 5, 2017.

Tax Services:

Recommendation from Daryl Crum, Director, to approve the employment of Jessica Watson, Property Evaluator/Mapping Assistant, effective May 30, 2017.

IT Department:

Note the ending of the paid internship for Jonathan Picazo, effective May 19, 2017 with permission to post.

Planning Department:

Recommendation from Sherri Clayton, Director, to approve the Unpaid Internships for the following: Sheryl Snider, effective June 23, 2017; Katelyn Thompson, effective June 5, 2017; Seth Reichenbach, effective July 10, 2017.

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period May 22, 2017 through June 2, 2017:

General Fund Total	\$ 2,064,290.41
General Fund	\$ 1,190,862.33
Pcard Payment	\$ 2,685.04
Debt Service Payments	\$ 10,896.35
Payroll	\$ 859,846.69
911 Fund	\$ 62,536.54
Children & Youth Services	\$ 193,917.47
Managed Care	\$ 416,889.22
Liquid Fuels	\$ 156,137.33
HazMat Fund	\$ 12,690.47
CDBG	\$ 7,500.00
Law Enforcement	\$ 1,350.00
Act 137 (Affordable Housing)	\$ 93,249.89
Human Services Building	\$ 639,879.43
Commissary Fund	\$ 1,625.43
Internal Service Fund	\$ 26,905.82

Motion carried.

Other Business:

No other business was brought to the Board at this time.

Salary Board Meeting:

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

Adjournment:

Mr. Qually moved, seconded by Mr. Martin, to adjourn the Commissioners' Meeting at 10:08 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk