

WEDNESDAY, MARCH 5, 2025:

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 Vice- Chairman James E. Martin presiding. Others in attendance: Commissioner Marty Karsteter Qually; Lindsey Ringquist, Assistant Solicitor; Steve Nevada, County Administrator; Tammy Myers, Controller; Beth Cissel, Deputy Controller; Michele Miller, HR Director; Don Fennimore, Court Administrator; Melissa Devlin, Budget & Purchasing Director; Sarah Finkey, ACCYS Administrator; Phil Walter, CIO (Phone) and Chief Clerk Paula V. Neiman.

Proclamations:

- Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim March 13, 2025 – April 22, 2025 as **“Land Conservancy of Adams County Month”** in Adams County. This proclamation was presented to Land Conservancy Board Members.

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim March 6, 2025 as **“Black Balloon Day” in Adams County**. Vice Chairman Martin noted tomorrow, March 6th on a corner of Lincoln Square individuals will be handing out pamphlets with information and resources on how to help prevent drug overdose.

Motion carried.

Public Comment:

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

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 ratify the Equitable Sharing Agreement and Certification with the United States Government, acting through the U.S. Department of Treasury. This Agreement and Certification confirms that the District Attorney's Office received \$6,503.25 from the Department of Justice Asset Forfeiture Program in FY 2024 and certifies that any federal forfeiture funds will be expended for law enforcement purposes in accordance with the Agreement and applicable law. This Agreement and Certification is effective March 5, 2024.

Motion carried.

Children & Youth Services:

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

- 2024-2025 Purchase of Service Agreement with Clear Vision Residential Treatment Services Inc
- Adoption Assistance Agreement with J. & R. H. on behalf of R.E. soon to be known as R.H. in the subsidy amount of \$1,338.64/month.

Motion carried.

IT Department:

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

- Quote from ePlus Technology, Inc., a Virginia company, for 25 Air DNA Wireless licenses. These licenses provide the IT Department with software to easily automate, manage, and monitor access points in the County network. This quote is made pursuant to PA State Contract #4400029660. The term is three (3) years and the quote is effective March 5, 2025. Total cost to the County for the entire term is \$4,563.00.
- Master Service Agreement with COEO Solutions, LLC, an Illinois company, to add additional phone lines to the e-911 service and provide an address and floor number accurate with the physical address the call is being made from. This Agreement is made pursuant to Costars Contract #003-E24-689. It is further recommended that the Commissioners sign the Addendum to the Service Agreement, which incorporates the County's standard terms into the Agreement. The term of the Agreement is thirty-six (36) months and shall commence upon acceptance of the service. Total cost to the County is \$1,837.44, to be paid in monthly installments of \$51.04.

Motion carried.

Planning and Development:

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

- Recommendation from Sherri Clayton Williams, Director in coordination with Tax Services Director Daryl Crum and Department of Emergency Services ("DES") Director Warren Bladen, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Quote from Environmental Systems Research Institute, Inc., a California Company, for the license renewals and maintenance of the County's ArcGIS Mapping software. This quote is made pursuant to PA State Contract #4400022588. The terms of the licenses begin on April 2, 2025 and terminate on April 1, 2026. The cost for Planning is \$16,001.66, the cost for Tax Services is \$8,000.67, and the cost for DES is \$4,400.67, for a total cost to the County of \$28,403.00.
- Recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners ratify the signature of Chairman Randy L. Phiel to approve the proposal from GeographIT, a Lancaster, PA company, for Professional GIS Support Services. The term of the Agreement is one (1) year, commencing on January 1, 2025 and terminating on December 31, 2025. The County will be billed on a time and material basis, with a not-to-exceed amount of \$5,000.00.

Motion carried.

Public Defender:

With recommendation from Public Defender Scott Harper, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the Professional Services Agreement with MacGregor Behavioral Health Services, LLC. This Agreement provides that Dr. JoAnn MacGregor and her Associates will provide the Public Defender's Office with forensic mental health and psychological evaluations as may be needed for criminal defendants. Evaluations shall be at a rate of \$175.00/hour and \$1,500.00 per day for expert testimony. This Agreement is effective March 5, 2025, for a two-year term.

Motion carried.

Building and Maintenance:

With recommendation from Larry Steinour, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Quote from Susquehanna Door Service, a New Oxford, PA company, for the purchase and installation of three automatic swing door operators at the Human Services Building. It is further recommended

that the Commissioners sign the Terms and Conditions between the County and Susquehanna Door Service. This quote is effective March 5, 2025. Total cost to the County is \$8,420.00, which shall be funded via a 2024/25 PCoRP Loss Prevention Grant.

Motion carried.

Adams County Adult Correctional Complex:

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the quote from Summit Radiation Services LLC, of Boalsburg, PA, to perform the annual evaluation of the x-ray based personnel security scanners at the ACACC, as required by the Radiation Control Bureau of the Pennsylvania Department of Environmental Protection. The quote is effective March 5, 2025. Total cost to the County is \$970.00.

Motion carried.

Commissioners:

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

- Mr. Qually moved, seconded by Mr. Martin, to ratify the signature of Chairman Randy L. Phiel to approve the Purchase Agreement between the County and the Adams County Industrial Development Authority (“ACIDA”) of real property described in the Agreement as “Lot 1” totaling approximately 15.81 acres upon which the Oak Lawn Cemetery is located and “Lot 2” totaling approximately 9.63 acres of vacant land with the exception of a structure that previously served as an office for the Oak Lawn Cemetery, all situate in Cumberland Township, with the intent that “Lot 1” be conveyed to the Oak Lawn Foundation, a Pennsylvania non-profit organization organized and existing to operate and maintain the Oak Lawn Cemetery, and that “Lot 2” be conveyed to an appropriate entity for development consistent with the terms and conditions and covenants in the Agreement.

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to approve the Amendments to the Adams County HIPAA Privacy and Security Policies and Procedures and the Adams County Employee Benefit Plan HIPAA Privacy and Security Policies and Procedures. These Policies are being amended to reflect changes to the Health Insurance Portability and Accountability Act (HIPAA), found at 45 C.F.R. § 164.509. Additionally, Amendments have been made to align with County operations. These Policy Amendments are effective March 5, 2025.

Motion carried.

- With recommendation from County Administrator Steve Nevada, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners review and approve Change Order #1 in favor of Prime Contractor The Energy Network (TEN) for additional racking totaling \$28,894.00 required after review of the 90% drawings by CS Davidson for the rooftop solar array to be installed at the Human Services Building in Cumberland Township.

Motion carried.

Personnel Report:

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

Court:

- Employment of Adam Wasserman, Tipstaff effective February 24, 2025 and Paola Bedoya, Spanish Interpreter/Language Access Coordinator, effective March 10, 2025
- Separation of Employment for Isabella Nace, Probation Officer, effective March 10, 2025

Planning Department:

- Employment of Ava Bunch, 911 GIS Coordinator, effective February 24, 2025

Adams County Adult Correctional Complex:

- Employment of the following Corrections Officers, pending successful completion of all required pre-employment screenings: Marissa Riley; Reagan Rhoades, effective March 3, 2025
- Employment of Kimio Nelson, Major – Adams County Adult Correctional Complex, effective March 3, 2025
- Permission to post the vacant Sergeant position previously held by Corrections Officer Sarah Smith

Separation of Employment with permission to post:

- Nadaga Poist, Court Specialist 2, Clerk of Courts Department, effective February 13, 2025
- John Turner, General Clerk, Elections Department, effective December 6, 2024
- Corrections Officers – Preston Smith, effective February 14, 2025; Krona Lewis, effective February 26, 2025
- Rescind the employment offer to Reagan Rhoades, Corrections Officer, effective March 3, 2025

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period February 17, 2025 through February 28, 2025:

General Fund – Operational	\$ 507,887.75
Payroll – Week #09	<u>\$ 1,109,210.23</u>
Total General Fund	\$ 1,617,097.98
Children & Youth Services	\$ 345,454.73
Liquid Fuels	\$ 1,766.87
HazMat Fund	\$ 1,293.70
Law Enforcement	\$ 2,796.00
Commissary Fund	\$ 4,434.12
Records Management	\$ 14,620.00
Human Services	\$ 18,838.75
County Records Improvement	\$ 120.00
911 Fund	\$ 107,223.27
Internal Service Fund	<u>\$ 496,023.51</u>
Total Special Funds	\$ 992,570.95
Total Expenditures	\$2,609,668.93

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. Qually moved, seconded by Mr. Martin, to adjourn the Commissioner's Meeting at 9:35 a.m. this date.

Motion carried.

Respectfully submitted,

A handwritten signature in blue ink that reads "Paula V. Neiman". The signature is written in a cursive style.

Paula V. Neiman
Chief Clerk