

## **AGENDA, WEDNESDAY, MARCH 9, 2022:**

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

### **Pledge of Allegiance**

### **Minutes:**

Approve the Minutes of the February 23, 2022 Commissioners' Meeting as presented.

### **Recognition:**

Recognition of Pastor John Spangler, an active member of the Gettysburg and Adams County Community.

### **Proclamation:**

- **“LAND CONSERVANCY OF ADAMS COUNTY MONTH”**  
March 10, 2022 thru April 24, 2022

### **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.*

### **Children & Youth Services:**

Recommendation from Sarah Finkey, Administrator and after review by Solicitor Molly Mudd to approve the 2021-2022 Purchase of Service Agreement with Common Sense Adoption Service.

### **IT Department:**

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

- Quote from Keyser Consulting Group of Gettysburg for renewal of the firewall for the County's Polycom system, which is used by the Courts and Prison to both video conference internally and with State Correctional Facilities. This quote is made pursuant to eMarketplace Cooperative Purchasing Agreement #4400020816. The term of the Agreement commences March 21, 2022 and terminates on March 20, 2023. Total cost to the County is \$250.00.
- Quote #1015695 with Link Computer Corporation, an authorized COSTARS reseller of computer products. This quote provides a one-year subscription to the Barracuda web application firewall service at a total cost of \$6,244.00. Pricing is

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IT Department cont'd:

made pursuant to COSTARS contract #003-040. This firewall service protects County websites and applications from advanced cyber security threats. It is additionally recommended that the Board approve the Legal Terms And Conditions for the use of the firewall software with Barracuda Networks, Inc. Both agreements are effective February 25, 2022 for a period of one (1) year.

- Designate Chairman Randy L. Phiel to sign the Agreement with B.E.S.T. Service, Inc., a Dallas, PA company, for renewal of the Formax Hard Drive Shredder Service Agreement. The Formax hard drive shredder provides a safe and efficient way to properly destroy decommissioned hard drives. It is further recommended that the Commissioners sign the Addendum to the Terms and Conditions, which incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement is April 19, 2022 to April 18, 2023. Total cost to the County is \$1,044.00.
- DUO Access Solution (Quote # 1015523) – This Agreement is with Link Computer Corporation, an authorized reseller of Cisco Systems products, and provides 650 Cisco DUO user licenses. Cisco DUO provides software two-factor authentication for County devices, thereby substantially enhancing the security of County systems and data. This Agreement is for a one year term, beginning March 8, 2022. Each yearly license is \$61.00, for a total cost of \$39,650. Pricing is made pursuant to COSTARS Contract #006-186.
- CDW-G Quote # MQCN004 – This Agreement is with CDW-G, LLC, an authorized reseller of Yubikey products, for the purchase of 100 Yubikey 5 NFC hardware keys. The hardware keys provide a manual alternative to the software multi-factor authentication. This Agreement is effective March 8, 2022. Each hardware key is \$45.00 for a total cost of \$4,500.00. Pricing is made pursuant to COSTARS Contract #003-032.
- Designate Chairman Randy L. Phiel to sign the Quote with Candoris Technologies, LLC, an Annville, Pennsylvania company, for new router implementation. The project will consist of a network engineer coming onsite several times and implementing the new routers in each building, BGP protocol design, and new IP VPN (building to building connectivity) Lumen services. It is further recommended that Commissioner Phiel sign the Quote for a block of twenty-five (25) hours of remote-based Engineer Service, as well as the Master Sales and Services Agreement, which applies to both Quotes. The Quotes are effective on March 9, 2022, with the router implementation expected to begin on March 21, 2022. The term of the twenty-five hour block is one (1) year, commencing on March 9, 2022 and terminating on March 8, 2023. Total cost to the County is \$57,780.00 for the router implementation and \$7,000.00 for the twenty-five hour block of professional services.

## **Planning and Development:**

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

- In coordination with Tax Services Director Daryl Crum and Department of Emergency Services Director Warren Bladen, to designate Chairman Randy L. Phiel to sign the Quote from Environmental Systems Research Institute, Inc., a California Company, for the license renewals of the County's ArcGIS Mapping software. The terms of the licenses begin on April 2, 2022 and terminate on April 1, 2023, except for the ArcGIS Enterprise Creator license, which commences on January 5, 2023 and terminates on April 1, 2023. Total cost to the County is \$21,382.56.
- To declare portions of the Adams County Zoning Ordinance to be invalid and to initiate a municipal curative amendment process to address the invalidity. The Planning Staff will prepare the required Resolution detailing the specific findings of invalidity for the Board's adoption within thirty (30) days of this action.

## **Budget & Purchasing:**

Recommendation from Melissa Devlin, Director and after review by Solicitor Molly R. Mudd, that the Board approve the following:

- Maintenance Management and Fleet Rental Agreement ("Agreement") and Amendment to the same ("Amendment") with Enterprise Fleet Management, Inc., a Missouri company. The Agreement permits Enterprise to manage the ongoing maintenance and repair of County-owned vehicles, subject to authorization by the County of any repairs exceeding \$75.00. Cards may be issued by Enterprise to County drivers to obtain certain covered services while on the road at a cost of \$6.00 per card. Repair costs will be invoiced on a monthly basis. The Amendment incorporates standard County terms and conditions into the Agreement. The Agreement and Amendment are both effective March 8, 2022.
- Open-End Lease Rate Quote with Enterprise Fleet Management, Inc, subject to the terms of the Master Lease Agreement previously approved on April 17, 2019. The Lease Agreement provides the Probation department with a 2022 Ford Police Interceptor Utility vehicle for a term of sixty (60) months at \$613.64/month (total of \$36,818.40 over five (5) years), excluding a one-time administration fee of \$555.00. This agreement is effective March 8, 2022 for a period of five (5) years.

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## **Commissioner's Office:**

- Recommendation from the Board of Commissioners to appoint County Manager Steve Nevada to the AMERICA250PA County Advisory Committee. Mr. Nevada, on behalf of Adams County, was selected to participate on this Committee which includes the 67 Counties in Pennsylvania, to encourage, develop and coordinate the commemoration of the 250<sup>th</sup> anniversary of the founding of the United States.
- Approve and sign the Certification Statement for submission to the PA Department of Human Services the 2020-2021 Human Services Client Report and Income & Expenditures for the Human Services Development Fund and Homeless Assistance Fund.

### **Personnel Report:**

#### Court:

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

- Employment of Eric Fisak, Court Technical & Operations Analyst, effective March 7, 2022
- Domestic Relations: Employment of Susan Gantz, Part time Financial Operations Officer, effective February 28, 2022 through May 27, 2022

#### IT Department:

Note the promotion of Demitrios Kakaziotis from Network & Systems Support Specialist to Network & Security Administrator, effective February 28, 2022 with permission to post the vacated Network & Systems Support Specialist.

#### Planning Department:

Recommendation from Sherri Clayton-Williams, Director, to approve the employment of LeighAnn Abraham, Administrative Specialist, effective March 7, 2022. Ms. Abraham is transferring from the Probation Department.

#### Department of Emergency Services:

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

- Employment of Bonnie Thomson, Telecommunicator, effective February 28, 2022
- Status change for Bradford Shughart from fulltime Telecommunicator to part time as needed Telecommunicator, effective February 25, 2022

#### Tax Services:

Recommendation from Daryl Crum, Director, to approve the employment of Laura Hawkins, Customer Service Assessor, effective February 28, 2022.

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#### Personnel Report cont'd:

#### Adams County Adult Correctional Complex:

- Recommendation from Warden Katy Hileman, pending successful completion of background screenings, the employment of the following Corrections Officers: Sharif Welton, Dustin Winstead-Marks and Emmanuel George, effective March 7, 2022

Separation of Employment with permission to post:

- Retirement of Christy Hemler, Administrative Tech with Penn State Extension, effective April 29, 2022
- Janet Sprinkle, Telecommunicator, effective February 25, 2022
- Justin Wise, Lieutenant, ACACC, effective March 19, 2022
- Charles Hicks, Corrections Officer, effective March 1, 2022
- Tracy Griffin, Corrections Officer, effective March 2, 2022
- John Mohan, Corrections Officer, effective March 4, 2022
- Tiara Crawford, Corrections Officer, effective March 4, 2022
- Michael Dell, Corrections Officer, effective March 5, 2022
- Rescind the employment offer for Emanuel George, Corrections Officer, effective March 7, 2022

**Expenditures:**

Approve the following expenditures for the period February 21, 2022 through March 4, 2022:

General Fund Total	\$ 1,515,715.75
General Fund	\$ 463,761.11
Debt Service Payments	\$ 7,408.99
Payroll – Week #9	\$ 1,044,545.65
Children & Youth Services	\$ 175,050.94
Liquid Fuels	\$ 6,999.98
CDBG	\$ 151,378.91
Commissary Fund	\$ 9,336.72
Records Management	\$ 3,155.00
Capital Project-Reserve	\$ 15,650.00
Capital Projects	\$ 88,641.67
911 Fund	\$ 64,774.12
Internal Service Fund	\$ 421,913.33

**Other Business:**

Solicitor Mudd  
Commissioner Qually

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Other Business cont'd:

Commissioner Martin  
Commissioner Phiel

**Salary Board Meeting:**

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

**Adjournment:**