

**Proposed                      AGENDA, WEDNESDAY, SEPTEMBER 9, 2020:**

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

**Pledge of Allegiance**

**Minutes:**

Approval of the Minutes of the August 26, 2020 Commissioners' Meeting as presented.

NOTE:        The September 23, 2020 Commissioner's Meetings are being rescheduled to September 30, 2020, 9:00 a.m. in the Historic Courtroom or via teleconference at 1-415-655-0001, 132-798-3497#

**Proclamation:**

- **“FETAL ALCOHOL SPECTRUM DISORDER AWARENESS MONTH”** – September 2020
- **“NATIONAL RECOVERY MONTH”** – September 2020

**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.*

**Information Technology Department:**

Recommendation by Phil Walter, CIO 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 following Agreements and all add-on options contained in those Agreements with SAGE Technology Solutions of Mount Joy, COSTARS Contract 040-028:

- Security Department – ExacqVision Head-End Conversion Agreement for the conversion of existing security cameras to the ExacqVision video management system and the provision of new cameras where needed in the Human Services Building and Courthouse, including 5-year warranties/updates on software and hardware. The Agreement will be effective as of today's date, at a total cost not-to-exceed \$69,027.80.
- Adams County Adult Correctional Complex – ExacqVision System Consolidation and Updates Agreement for updates to the Adams County Adult Correctional Complex CCTV security network and conversion of existing cameras to the ExacqVision video management system, with options to upgrade software and include a 5-year warranty. The Agreement will be effective as of today's date, at a total cost not-to-exceed \$17,459.40, with the option of updating device software at an additional cost of \$2,079.00 per year per device.

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- Recommendation by CIO Phillip Walter, and after review by Solicitor Molly Mudd, that the Board of Commissioners execute the Agreement with the Center for Internet Security, Inc. for the provision of Penetration Testing Services, including the Statement of Work, the Business Associate Addendum, and the Addendum to Penetration Testing Services Terms and Conditions. Penetration Testing Services identify vulnerabilities in County internet assets. The total cost of the agreement is \$16,520, work to be completed within (12) days of request by County.

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

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

- Child Welfare Information System (CWIS) Data Sharing Agreement with the Commonwealth of Pennsylvania, Department of Human services (DHS) for the exchange of information with DHS necessary for the delivery of County services pursuant to the Child Protection Services Law and the Juvenile Act. The Agreement will commence October 1<sup>st</sup>, 2020 and will remain in effect through September 30<sup>th</sup>, 2021.
- 2020-2021 Purchase of Service Agreements with the following: Gettysburg's Growing Place, PA Child Corp., Pinkey's Vineyard of Faith Ministries, River Rock Day Treatment, LLC, Youth Advocate Program, Inc. and York County Youth Development Center

### **Tax Services:**

Recommendation from Chief Assessor Susan Miller to approve the following:

- Personal Tax Exemption Request for the following individuals who have met the guidelines of County Policy: Doris Fuseck, Florence Darr, Yvonne Thayer, Earl Bortner and Mary Theresa Speelman all of Oxford Township.

Disabled Veterans Real Property Tax Exemption Certifications effective beginning with the 2020-2021 School Taxes for the following:

- Keven C. McCloud, 2525 Carlisle Pike, Hanover, PA, located in Berwick Township, Parcel #04K11-0147---000, consisting of a one and one half (1½ ) story home, with one (1) car attached garage, two (2) personal sheds and .51 acres.
- Steven R. Kelley, 259 Clapsaddle Road, Gettysburg, PA, located in Mt. Joy Township, Parcel #30G14-0012---000, consisting of a sone-story home, with two (2) car attached garage and 4.36 acres.

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#### **Disabled Veterans Real Property Exemption Removal:**

- Philip G. & Leslie D. Burgess, 140 Cessna Trail (AKA 140 North Cessna Trail), Fairfield, PA, located in Liberty Township, Parcel #25000-0124---000 be placed back on the tax rolls effective with the 2021 County/Municipal Taxes. We have been notified that the veteran no longer qualifies for the PA Department of Veteran's Affairs program.

#### **Coefficient of Dispersion:**

- Director Daryl Crum announces the 2019 Coefficient of Dispersion to be 10.86 which is below the threshold at which the County would employ a task force to examine any potential needs for a countywide reassessment, per Ordinance #3 of 2103; therefore, no task force or any further action is required at this time.

#### **Franklin Township Tax Collector:**

Approve the appointment of Lauren Cullison as the Franklin Township Tax Collector for the collection of County Taxes, effective August 20, 2020.

#### **Adams County Conservation District:**

Accept the resignation of Barbra Underwood as the public appointee to the Adams County Conservation District Board of Directors, effective December 31, 2020.

#### **Human Resources:**

Recommendation from Danette Laughman, Deputy Director that the Board of Commissioners approve for submission to the Pennsylvania Municipal Retirement System, the Minimum Municipal Obligation Worksheet (MMO) for the Adams County Pension Plan (01-000-1 N) for Plan Year 2021.

#### **Commissioners:**

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

- Bridge Inventory and Inspection Activity Reimbursement Agreement with the Commonwealth of Pennsylvania. This Agreement allows the County to be reimbursed for eighty percent of its expenses in conducting bridge inventories and inspections of public roads for compliance with federal requirements. The term of the Agreement is five years.

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#### **Personnel Report:**

##### Courts:

- Operational Services – Note the separation of employment of Jeannette Athey, General Clerk, effective September 11, 2020. Ms. Athey will be accepting another County position.
- Probation Services – Separation of employment for Tyrhee Williams, Probation Officer, effective September 18, 2020.

##### Security:

Recommendation from Mark Masemer, Director, to approve the employment of Clifford Molloy, Security Officer, Part Time Regular, effective August 31, 2020.

##### Elections/Voter Registration:

Recommendation from Angie Crouse, Director, to approve employment of the following Part-Time as Needed Clerk Floaters: Tanya McKenrick, Belinda Nehmsmann, effective August 31, 2020 and Carrie Schildt, effective September 2, 2020.

##### IT Department:

Recommendation from Phil Walter, CIO, to approve the employment of Chad Evans, Court IT Coordinator Support Specialist, effective September 8, 2020.

##### Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the employment of Cole Mercer, 911 Telecommunicator Trainee, effective August 31, 2020.

##### Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, to approve the following Corrections Officers, effective September 8, 2020: Richard Bloom, Alexis Ehrhart, Kylie Emory, Tracy Griffin, Nathaniel King, Bryant Kittle, Antwione Landry, Ashley Miller, Nichole Silva, Brett Warfle, pending successful completion of pre-employment screenings.

##### Separation of Employment with permission to post:

- Samuel Biesecker, Fulltime Telecommunicator, effective September 11, 2020
- Aaron Wright, Corrections Officer, effective September 13, 2020
- Justin Lail, corrections Officer, effective September 2, 2020
- Rescind the offer of employment for Nichole Silva, Corrections Officer, effective September 8, 2020

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**Expenditures:**

Approve the following expenditures for the period August 24, 2020 through September 4, 2020:

General Fund Total	\$ 1,461,370.46
General Fund	\$ 519,647.89
PCard Payment	\$ 12,787.05
Debt Service Payments	\$ 10,896.35
Payroll – Week #36	\$ 918,039.17
Children & Youth Services	\$ 206,453.91
Liquid Fuels	\$ 7,984.65
HazMat Fund	\$ 507.73
CDBG	\$ 21,655.71
Commissary Fund	\$ 3,405.93
Records Management	\$ 454.51
Act 13 Bridge Improvements	\$ 2,086.11
Capital Projects - Reserve	\$ 118,745.90
911 Fund	\$ 48,215.34
Internal Service Fund	\$ 274,966.77

**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:**