

**WEDNESDAY, MAY 9, 2018:**

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. in the Ceremonial Courtroom with Chairman Randy L. Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Albert Penksa, County Manager; John Hartzell, Solicitor; Beth Cissel, Deputy Controller; Molly Mudd, Assistant Solicitor; Crissy Redding, Treasurer; Michele Miller, HR Director; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Barbara Walter, Chief Assessor; News Reporter Vanessa Pellechio, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

**Pledge of Allegiance**

**Minutes:**

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the May 2, 2018 Commissioners' Meeting as presented.

Motion carried.

**Public Comment:**

No Public Comments were addressed to the Board at this time.

**Tax Services:**

With recommendation from Chief Assessor Barbara Walter, Mr. Qually moved, seconded by Mr. Martin, to approve the following:

- Personal Tax Exemption for the following who have met the guidelines of County policy: Deanne Adams, Donald Kauffman, Lois McWilliams, Richard McWilliams, Jean Tully and Barbara Winey all of Oxford Township and Jean Mauss and Ross Smith both of Straban Township
- Personal Tax Exemption Denial for Barbara Ann Owens, Reading Township who exceeds the guidelines of the County policy
- Disabled Veterans Real Property Exemption Certification for the following:
  - Louis L. Behrendt, 1061 Harney Road, Littlestown, PA, Mt. Joy Township, Parcel #30H18-0021E—000, for his residence, attached and detached garage, in-ground pool and 3.29 acre lot, effective March 22, 2018 beginning with the 2018-2019 School taxes
  - Geneva Santini, 153 Seminary Avenue, Gettysburg, PA, Gettysburg Borough, Parcel #16006-0004—000, for her residence, shed and .08 acre lot, beginning with the 2018-2019 School taxes, effective March 26, 2018

Motion carried.

**Human Resources:**

With recommendation from Michele Miller, Director, Mr. Martin moved, seconded by Mr. Qually, to approve the revised County of Adams Employee Handbook effective May 9, 2018, with changes made to the following categories: Internet, ID Badge, Meal Reimbursement, Essential Personnel, Weather Time-Off, Call-In Pay and Holidays.

Motion carried.

**Adams County Library:**

With recommendation from Dorothy Puhl, President of the Adams County Board of Trustees, Mr. Qually moved, seconded by Mr. Martin, to recognize and approve the following Trustees appointments for a three-year term:

- Genevieve Felty – first three-year term
- Jeremy Garskof – first three-year term
- John Kiehl – second three-year term

Motion carried.

**Adams County Industrial Development Authority:**

With recommendation from Robin Fitzpatrick, President, Mr. Martin moved, seconded by Mr. Qually, to approve and appoint Mike Hanson to the Industrial Development Authority Board of Directors, effective through December 31, 2019. Mr. Hanson fills the seat vacated by A. Dan Murray. The Board thanked Mr. Murray for his service.

Motion carried.

**Building & Maintenance**

At the request of Larry Steinour, and after review by Solicitor John Hartzell, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners enter into a three year agreement with Tyco SimplexGrinnell for the annual sprinkler testing and inspection in the amount of \$2,044.00 for the Human Services Building, beginning May 1, 2018 through April 30, 2021.

Motion carried.

**Commissioners:**

With recommendation from Joshua Bower, Architect, Crabtree, Rohrbaugh & Associates, Mr. Martin moved, seconded by Mr. Qually, to approve and sign Change Order No. 6 for the Human Services Building Renovation Project for Hull’s Electric Service, Inc. in the amount of \$3,400.00. This Change Order is to add county and state data and receptacles.

Motion carried.

**Personnel Report:**

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

**Sheriff:**

- Employment of Sam Shipley, Deputy First Class, effective May 21, 2018

**Children & Youth Services:**

- Unpaid Internship for Christianna Rudy, effective May 21, 2018 through May of 2019

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

- Shannon Klinedinst, Corrections Officer, effective May 4, 2018
- Brandon Bittinger, Network Support Sepcialist, effective May 18, 2018

Motion carried.

**Expenditures:**

Mr. Martin moved, seconded by Mr. Qally, to approve the following expenditures for the period April 23, 2018 through May 4, 2018:

General Fund Total	\$ 1,526,415.98
General Fund	\$ 592,972.52
Pcard Payment	\$ 3,074.68
Payroll – Week #18	\$ 930,368.78
Children & Youth Services	\$ 179,043.33
Liquid Fuels	\$ 16,149.85
HazMat Fund	\$ 369.84
CDBG	\$ 15,507.00
Commissary Fund	\$ 2,485.84
Act 137 (Affordable Housing)	\$ 625.00
Hotel Tax Fund	\$ 90,959.53
Coroner Visa	\$ 209.00
Human Services	\$ 4,300.00
Capital Projects-Reserve	\$ 13,958.95
Human Services Building	\$ 1,556.83
911 Fund	\$ 50,398.67
Internal Service Fund	\$ 61,236.09
Tax Claim	\$ 50.00

Motion carried.

**Executive Session:**

Board Chairman Phiel called for an Executive Session at 9:11 a.m. this date to discuss personnel and attorney/client issues.

**Meeting Reconvened:**

Commissioner Phiel reconvened the Commissioner’s Meeting at 11:30 a.m. this date with the following in attendance: Commissioners James Martin and Marty Karsteter Qally, Solicitor John Hartzell, Assistant Solicitor Molly Mudd and Chief Clerk Paula Neiman.

**Other Business:**

No Other Business was brought to the Board at this time.

**Adjournment:**

Mr. Qally moved, seconded by Mr. Phiel to adjourn the Commissioner’s Meeting at 11:33 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk