

WEDNESDAY, JUNE 21, 2017:

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; Steve Renner, Controller; Beth Cissel, Deputy 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; News Reporters Vanessa Pellechio, *Gettysburg Times* and Dustin Levy, *Evening Sun* and Chief Clerk Paula V. Neiman.

Pledge of Allegiance

Minutes:

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the June 7, 2017 Commissioners' Meeting as presented.

Motion carried.

Public Comment:

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

Commissioners:

With recommendation from Michele Miller, HR Director, Mr. Qually moved, seconded by Mr. Martin, to approve the updated version of the Adams County Employee Handbook effective June 21, 2017.

Motion carried.

Tax Services:

With recommendation from Chief Assessor Barbara Walter, Mr. Martin moved, seconded by Mr. Qually, to approve the Disabled Veterans Real Property Tax Exemption Certification for Frederick L. Davis, 114 North Orchard View Drive, Hanover, PA, Parcel #04L11-0234---000, Berwick Township for his home with .69 acres, beginning with the 2017-2018 School Taxes.

Motion carried.

Purchasing/Finance Department:

With recommendation from Phil Swope, Staff Accountant, Mr. Qually moved, seconded by Mr. Martin, to approve and authorized Chairman Randy L. Phiel to sign the Equipment Lease Agreement #6457782085 between the County of Adams and Eicholtz Co., 208 Lincoln Way East, New Oxford, PA for copiers in the amount of \$78.75/month for 36 months for the following departments located at the Human Services Building: Domestic Relations – 5; Human Resources – 1; and Sheriff – 1.

Motion carried.

Personnel Report:

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

Courts:

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

- Note the employment of Lauren Miller, Case Management Officer in the Domestic Relations Department, effective June 12, 2017.
- Rescind the resignation of Dolores Hess, Tipstaff, which was effective February 8, 2017.

Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the employment of the following, effective June 26, 2017:

- 911 Telecommunicator Trainees – Eric Noss, Jennifer Pool and Katie Christensen
- Assistant Supervisor – Dusty Lumpkin

Separation of Employment:

- Larry Henry, Jr., Corrections Officer, effective June 13, 2017

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period June 5, 2017 through June 16, 2017:

General Fund Total	\$ 1,618,969.40
General Fund	\$ 618,624.88
Debt Service Payments	\$ 101,152.29
Payroll	\$ 899,192.23
911 Fund	\$ 9,485.45
Children & Youth Services	\$ 221,615.33
HazMat Fund	\$ 1,353.80
CDBG	\$ 3,682.19
Law Enforcement	\$ 10.56
HOME Grant	\$ 8,145.31
Act 137 (Affordable Housing)	\$ 5,691.50
Hotel Tax Fund	\$ 159,307.93
Capital Projects-Reserve	\$ 10,490.00
Capital Project	\$ 19,509.95
Human Services Building	\$ 194,589.36
Commissary Fund	\$ 218.92
Internal Service Fund	\$ 363,817.52

Motion carried.

Other Business:

Commissioner Martin:

Commissioner Martin announced that the 19th Annual Wheel Horse Tractor Show will be held this weekend, June 23rd-24th at the South Mountain Fairgrounds.

Commissioner Phiel:

Commissioner Phiel thanked staff for their assistance during the Open House at the Adams County Human Services Building last evening. This was a very successful event.

Salary Board Meeting:

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

Adjournment:

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioners' Meeting at 9:20 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk