

## **AGENDA, WEDNESDAY, AUGUST 11, 2022:**

1:30 P.M. Convening of the Adams County Board of Commissioners' Meeting.

### **Pledge of Allegiance**

### **Minutes:**

Approve the Minutes of the July 27, 2022 Commissioners' Meeting as presented.

### **Presentation:**

Honoring Teresa Polvinale, Program Specialist I with Adams County Children & Youth Services, for 20 years of dedicated service and David James, Esq., Guardian Ad Litem for his 45 years providing services to the children of Adams County.

### **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.*

### **Public Hearing:**

As advertised, a public hearing to be held to accept public comment on the 2022-2023 Human Services Development Fund Block Grant Program, presented by Casey Darling-Horan, MSW, County Administrator, York/Adams MH-IDD Program.

### **Court Administration:**

Recommendation from Don Fennimore, Court Administrator and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the West Order Form with West Publishing Corporation (D/B/A Thomson Reuters). This Agreement renews the Court's subscription to the West Complete Library package, which includes print editions of Pennsylvania rules, statutes, and practice guides. The cost of the subscription is \$2,097.52 per month (\$25,170.24 per year), with a 5% annual increase. The Agreement is effective August 11, 2022 for a 3-year term.

### **Building & Maintenance:**

Recommendation from Larry Steinour, Director 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 2020/2021 Adams County ESCO Project Final Project Acceptance dated July 25, 2022, certifying that The Work as described in the Contract Agreement is complete and operational, satisfactory and acceptable for all purposes of the Contract Agreement. Total contract price for the project was \$3,213,531.00.

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**Probation Services:**

Recommendation from Chief Gale Kendall, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve and sign the 2022-23 Juvenile Probation Services Grant Agreement (Contract # 4100093158) between the Commonwealth of Pennsylvania, through the Juvenile Court Judges' Commission of the Office of General Counsel, and Adams County. This Agreement provides for a grant award of \$71,777.00, to be used for juvenile probation personnel salaries. This Agreement covers budget period July 1, 2022 through June 30, 2023. No County match is required. Further, it is recommended that the Board sign the Equitable Compensation letter, certifying that Adams County's juvenile probation personnel are paid compensation that is equitable to the compensation provided to other County and Court employees.

**Children & Youth Services:**

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

- YDC Agreement (FY 2022-2023) with York County, on behalf of York County Youth Development Center ("YDC"). This Agreement sets forth the terms and conditions for housing Adams County juvenile detainees and emergency placements at YDC pending further court determination. The per diem rate of housing is \$375.60 as needed and as available. This Agreement shall be effective July 1, 2022 and shall terminate June 30, 2023.
- 2022-2023 Purchase of Service Contracts: Central Pennsylvania Family Support; Pa Elite All Star Gym, Inc.; Concern Professional Services for Children, Youth and Families; The Impact Project; National Mentor Healthcare LLC dba PA MENTOR; Adelphoi

**Tax Services:**

Recommendation from Daryl Crum, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Quote #Q-474294 with Environmental Systems Research Institute, Inc. ("ESRI"), a California company. This Quote provides for two (2) additional user licenses (GIS Professional Standard Perpetual License and Creator Term License) for the ArcGIS software, which aids the Tax Services Department in the creation, editing, and maintenance of County-wide GIS parcel layers. The Quote is subject to the previously-approved Master Agreement (rev. Jan 6, 2021) and renewed Maintenance Quote (#26059612). The Perpetual License is \$6,839.00. The Creator Term License is \$489.00 for a term of one (1) year, but the cost will be prorated to reflect a reduced term that ends on April 1, 2023. The quote is effective August 11, 2022, and the Creator Term License shall expire on April 1, 2023

### Tax Services cont'd:

- Ratify the Resolution with ACNB Bank, dated July 27, 2022, for account #XXXX255 to reflect the change in signatories for the Adams County Tax Claim Bureau

### **Department of Emergency Services:**

Recommendation from Warren Bladen, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners sign the Statement of Work from Appalachia Technologies, LLC, of Mechanicsburg, PA, for technical support of the 911 Computer-aided Dispatch (CAD) network infrastructure, including technical support outside of regular business hours. It is further recommended that the Board designate Chairman Randy L. Phiel to sign the Master Services Agreement and the Mutual Nondisclosure and Confidentiality Agreement. The Service period of this Agreement commences on August 12, 2022 and terminates on August 11, 2023. Total cost to the County is \$32,857.80, to be paid in monthly installments of \$2,738.15.

### **IT Department:**

Recommendation from Phil Walter, CIO, and after review by Solicitor Molly Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to approve the Quote from Dell Technologies, a Texas company, for Quest Kace System Management Appliance and Kace System Deployment Appliance. This software allows the IT Department to manage all County and Court devices connected to the network by pushing out tasks to all devices, inventorying all hardware and software, and sending out patches for software and operating systems. This Agreement is made pursuant to National Cooperative Purchasing Alliance (NCPA) contract #01-42, and is effective September 16, 2022 for a one-year term. Total cost to the County is \$9,510.34.

### **Elections/Voter Registration:**

Recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Application for the Election Integrity Grant Program to be administered through the PA Department of Community & Economic Development. This Program, established by Act 88 of 2022, allocates \$365,842.48 in funding to Adams County for eligible election costs. This Application is effective August 11, 2022.

### **Adams County Adult Correctional Complex:**

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the following Quotes from PROAC Corporation, a Pennsylvania company:

Adams County Adult Correctional Complex cont'd:

- Quote 220012233NSP for once yearly maintenance of the kitchen exhaust system, including cleaning of exhaust hoods, fans, and ductwork.
- Quote 220012234NSP for once yearly proactive HVAC maintenance of the dryer ductwork, including cleaning of approximately 375 feet of the duct system by a certified technician.

It is further recommended that the Board of Commissioners sign the Terms and Conditions. The period of performance for this Agreement is August 11, 2022 through December 1, 2023. Total cost to the County is \$17,834.00, with \$8,864.00 to be paid in 2022 and \$8,970.00 to be paid in 2023.

**Commissioners:**

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

- Professional Services Agreement with GMS Funding Solutions for Project Assignment #4 Administration of the Adams Response & Recovery Fund (ARRF) Grant Program, whereby GMS will participate in the administration of the program including but not limited to the application and guidelines and the award process. Consulting fees will be \$5,000.00 per month. Effective date of the Agreement is August 11, 2022 for an initial term of six (6) months, with automatic renewal in six (6) month increments until such time as the program is complete.
- Designate Chairman Randy L. Phiel to sign on behalf of the Board of Commissioners a Professional Service Agreement with Richard G. Cornogg, ASA, IFAS for Professional Appraisal Services totaling \$2,500.00. The effective date of the Agreement is August 11, 2022.
- Request by Solicitor Molly R. Mudd for authorization to advertise in a newspaper of general circulation a Notice of Public Hearing to be held on or about August 24, 2022 and Notice to Adopt the Adams County Zoning Ordinance Curative Amendment to correct the invalidity declared in the existing Zoning Ordinance, said Curative Amendment to be adopted on or about September 7, 2022 as a matter of public business.
- Adopt the following items related to the award of the Multi-County Broadband Feasibility Study to Design Nine, Inc.:
  - Resolution No. 11 of 2022 – This Resolution is made pursuant to the Intergovernmental Agreement Act, 53 Pa.C.S. 2301 et seq., and resolves that the County enter into an Intergovernmental Agreement with Franklin County for the purpose of conducting a Multi-County Broadband Feasibility Study.

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Commissioners cont'd:

- Broadband Feasibility Study Intergovernmental Agreement – This Agreement is made with Franklin County, PA pursuant to the Intergovernmental Agreement Act, 53 Pa.C.S. 2301 et seq., for the purpose of outlining the rights and responsibilities related to the Broadband Feasibility Study of Adams and Franklin Counties. Franklin County agrees to bear half of the costs incurred in the Study. This Agreement is effective August 11, 2022 and shall expire upon fulfillment of all payment obligations.

## **Personnel Report:**

### Court:

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

- Separation of employment of Christian Sweger, Law Clerk for President Judge George, effective August 19, 2022
- MDJ Little's Office: Employment of Ashley Lawrence, General Clerk, effective August 15, 2022
- MDJ Snyder's Office: Employment of Ashley Strausbaugh, General Clerk, effective August 15, 2022
- Probation Services: End of unpaid internship for Jordan Spidle, effective August 2, 2022
- Domestic Relations: Separation of employment of Kimberly Lawrence, Case Management Officer, effective August 15, 2022

### Sheriff:

Recommendation from Sheriff Jim Muller to note the employment of Grant Johnson, Deputy Sheriff, pending successful completion of background screenings, effective August 22, 2022.

### District Attorney:

Note the Unpaid Internship for Israel Rojas, effective August 18, 2022 through November 17, 2022.

### Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman to approve the following Corrections Officers, pending successful completion of background screenings: Alexandra Shahid and Brandon Davis, effective August 8, 2022

- Rehire Daulton Snyder, Corrections Officer, Part time Regular, scheduled for 4 hours/week with additional hours as needed, not to exceed 29 hours/week, effective August 27, 2022
- Rescind the employment offer to Brett Spalding, Maintenance Tech III, effective August 8, 2022

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### Personnel Report cont'd:

Separation of Employment with permission to post:

- Revise the date of separation for Caroline Aprahamian, Assistant District Attorney, from August 12 to August 2, 2022
- Emily Mackereth, Caseworker 2 for Children & Youth Services, effective August 17, 2022
- Jessica March, Caseworker 2-Family Support for Children & Youth Services, effective August 31, 2022
- Gary Angell, Maintenance Tech 2 Special Projects, effective August 25, 2022
- Israel Rojas, Paid Internship in the District Attorney's Office, effective August 3, 2022
- Jose Abarca, Intern, Adams County Adult Correctional Complex, effective August 8, 2022
- Ellie Engnoth, Intern, Adams County Adult Correctional Complex, effective August 5, 2022
- Scott Lee, Corrections Officer, effective July 24, 2022

### **Expenditures:**

Approve the following expenditures for the period July 25, 2022 through August 5, 2022:

General Fund Total	\$ 1,475,800.33	
General Fund	\$ 472,160.87	
PCard Payment	\$ 6,433.97	
Payroll – Week #31	\$ 997,205.49	
Children & Youth Services	\$ 169,102.71	
HazMat Fund	\$ 6,961.00	
Commissary Fund	\$ 2,137.01	
Hotel Tax Fund	\$ 73.65	
Capital Project-Reserve	\$ 8,628.00	
Capital Projects	\$ 278,433.89	
911 Fund	\$ 38,166.46	
Internal Service Fund	\$ 365,690.65	

### **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:**