

THURSDAY, JANUARY 9, 2025:

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. at the Adams County Courthouse, Historic Courtroom and via conference call with Chairman Randy L. Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Steve Nevada, County Administrator; Sean A. Mott, First Assistant Solicitor; Tammy Myers, Controller; Beth Cissel, Deputy Controller; Danette Laughman, HR Deputy Director; Candi Clark, Court HR Generalist; Phil Swope, Budget & Purchasing Assistant Director; Sarah Finkey, ACCYS Administrator; Sherri Clayton-Williams, Planning Director; Deanna Duvall, Grants Coordinator; Susan Miller, Chief Tax Assessor; News Reporter Michael Cooper-White, *Gettysburg Times* (phone) and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the December 18, 2024 Commissioner’s Meeting as presented.

Motion carried.

Public Comment:

No Public Comment was addressed to the Board at this time.

FY 2025 HOME GRANT PUBLIC HEARING:

Date and time advertised to hold a public hearing for 2025 HOME Grant Program. The purpose of this public hearing is to give citizens an opportunity to make their comments known regarding: 1) what types of eligible activities to apply for; 2) input on possible activities to be included in the application; and 3) discuss possible application on behalf of Lumines, Inc. Any government or non-profit agency with an eligible project can apply to the Adams County Office of Planning & Development by January 31, 2025.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by M. Martin, to approve an Adoption Assistance Agreement between the County of Adams and B. & S.S. on behalf of B.M.M. in the amount of \$1,235.83/month.

Motion carried.

Tax Services:

With recommendation from Susan Miller, Assistant Director/Chief Assessor, Mr. Martin moved, seconded by Mr. Qually, to approve the following:

- Personal Tax Exemption – Gladys K. Mayer, Abbottstown Borough; Kayla Beachtel, Francis Conner, Rosemary J. Benjamin all of Oxford Township
- Disabled Veterans Real Property Tax Exemption Certifications, effective with the 2025 County/Municipal Taxes:
 - Parcel #15116-0082 for a home on 5.42 acres located in Germany Township
 - Parcel #30G15-0016E for a home on 1.25 acres located in Mt. Joy Township

Motion carried.

Planning & Development:

With recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the following:

- Amendment #1 to the Adams County Affordable Housing Trust Fund Agreement between the County and Converge Enterprises. This Amendment waives the housing

affordability requirements of the June 30, 2021, Affordable Housing Trust Fund Agreement during such period of time when the Housing Choice Voucher Program is not awarding new Housing Choice Vouchers due to federal funding limitations. The Amendment further provides that the affordability requirements will be extended for the same amount of time that the waiver period remains in effect. This Amendment is effective January 9, 2025.

- Pennsylvania Department of Transportation Planning and Programming Agreement (C920001360) with the Commonwealth of Pennsylvania. This Agreement modifies a prior work order between PennDOT and the County Planning Department for the purpose of reducing the total amount of federal and state grant funds allocated to the County from \$249,000.00 to \$233,900.00. The reason for the reduction is that PennDOT completed part of the work under the prior work order without the need for County involvement. This Agreement is effective as of the date last approved by the Commonwealth and expires June 30, 2025.

Motion carried.

Building and Maintenance:

With recommendation from Larry Steinour, Director and after review by the Solicitor's Office, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Quote from Winter Engine-Generator Service, Inc., a York, Pennsylvania company, for maintenance of the County's emergency standby generator sets. The term of the Agreement is three (3) years, commencing on January 1, 2025 and terminating on December 31, 2027. Yearly cost to the County is \$8,295.00.

Motion carried.

Adult Correctional Complex:

With recommendation from Warden Katy Hileman, and after review by the Solicitor's Office, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve Quote #00010338 with Metrasens, Inc. This Quote provides for the purchase of two (2) Metrasens Ultra Silver Contraband Detectors and one (1) year of Maintenance for a total cost of \$35,390.00. This Quote is subject to sole source procurement due to patented technology unavailable through other vendors. The Quote is effective January 9, 2025.

Motion carried.

Commissioners:

- With recommendation from Steve Nevada to approve, based on the Internal Revenue Service, Mr. Martin moved, seconded by Mr. Qually, to increase the standard mileage rate for business use to \$.70 per mile, effective January 1, 2025.

Motion carried.

- With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve and sign the Subrecipient Agreement for Adams Response and Recovery Fund with Adams County Technical Institute (ACTI), of Gettysburg, PA. This Agreement provides \$500,000.00 of funding to ACTI from funds provided to the County by the U.S. Department of Treasury ("Treasury") pursuant to Sections 602 and 603 of the Social Security Act, as added by section 9901 of the American Rescue Plan Act of 2021, Pub. L. No. 117-2 (Mar. 11, 2021) ("ARPA"), which authorized the Coronavirus State and Local Fiscal Recovery Funds ("SLFRF"). ACTI will utilize this funding to build a Career and Technical Center in Adams County. The term of the Agreement is January 9, 2025 to December 31, 2026.

Motion carried.

Personnel Report:

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

Court:

- Note for matter of record the Unpaid Externs - Daryn Kent and Peter Clark - for the Spring 2025 Semester effective January 14, 2025 through April 28, 2025
- Probation Services: Retirement of Bryan Thoman, Probation Officer, effective January 3, 2025 with 27 years of service

District Attorney:

- Stephen Garrison as an Unpaid Intern, effective January 8, 2025 through April 25, 2025

Clerk of Courts:

- Promotion of Heather Wetzel and Nadaja Poist from Court Specialist 1 to Court Specialist 2, effective December 16, 2024

Public Defender:

- Jiarui Gu as an Unpaid Intern, pending successful completion of all screening, effective January 13, 2025 through April 25, 2025

Building & Maintenance:

- Status change for Anna Newman, Custodian, from Part time regular 25 hours/week to fulltime, effective December 16, 2024
- Promotion of Donnie Shull from Maintenance Tech 1 to Maintenance Tech 2, effective December 16, 2024

Security:

- Status change for Stephen Adams, Security Officer from Part-time as Needed to Fulltime, effective December 30, 2024

Adams County Adult Correctional Complex:

- Rescind the status change for Matthew Alexander from Fulltime to Part-time Regular, effective December 22, 2024

Separation of Employment with permission to post:

- Rescind the offer of employment to Rachael Barber, Office Assistant, Children & Youth Services, effective January 7, 2025
- Giana Johnson, Caseworker 1, Children & Youth Services, effective January 15, 2025
- Zachary Green, Resource Conservation Technician, effective January 17, 2025
- Brooke Braham, IT Business Analyst & Technology Trainer, effective January 23, 2025
- Matthew Alexander, Corrections Officer, effective December 20, 2024

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period December 9, 2024 through January 3, 2025:

General Fund – Operational	\$ 1,282,300.59
Payroll – Week #51 2024 & Week #01 2025	<u>\$ 2,240,028.11</u>
Total General Fund	\$ 3,522,328.70
Children & Youth Services	\$ 429,799.39

Liquid Fuels	\$ 21,910.02
HazMat Fund	\$ 166.30
Law Enforcement	\$ 930.60
Commissary Fund	\$ 9,089.58
Records Management	\$ 719.00
Hotel Tax Fund	\$ 292,550.76
Parks, Recs & Green Space Program	\$ 205,966.00
911 Fund	\$ 73,142.14
Internal Service Fund	\$ 721,637.70
Total Special Funds	\$1,755,911.49
Total Expenditures	\$5,278,240.19

Motion carried.

Other Business:

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

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 Commissioner's Meeting at 9:27 a.m. this date.

Motion carried.

Respectfully submitted,



Paula V. Neiman
Chief Clerk