

WEDNESDAY, JUNE 26, 2024:

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 Mott, First Assistant Solicitor; Beth Cissel, Deputy Controller; Danette Laughman, HR Assistant Director; Melissa Devlin, Budget & Purchasing Director; Phil Swope, Budget & Purchasing Assistant Director; Don Fennimore, Court Administrator; Candi Clark, Court HR Generalist; Phil Walter, CIO; Daryl Crum, Tax Services Director; Planning and Conservation District Employees; Lisa Smith, Human Services Coordinator; Sarah Finkey, CYS Administrator (Phone); News Reporter Vanessa Pellechio Sanders, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Phiel, to approve the Minutes of the June 12, 2024 Commissioner's Meeting as presented.

Motion carried.

Presentation:

At this time Board Chairman Phiel recognized Rusty Ryan, Resource Conservation Supervisor with the Adams County Conservation District for his 31 years of service to the County. He thanked Rusty for his ethical work habits when working with the landowners. Not only did he review and make sure the work was being done properly, he also helped the landowners to find solutions. Adam McClain, Conservation District Manager thanked Rusty for his dedicated service to the Conservation District.

Public Comment:

No Public Comment was brought before the Board at this time.

Court Administration:

With recommendation from District Court Administrator Don Fennimore, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the Lease Agreement with Richard Falloon. The purpose of this Agreement is to continue to lease space for Magisterial District Justice Christopher Snyder's offices at 45 West Hanover Street in Bonneauville. The rent will be \$3,000.00/month (\$36,000.00/year), beginning on September 1, 2024, for a five-year term, with options to renew for five (5) additional one-year terms. This Agreement is effective June 26, 2024.

Motion carried.

Information Technology:

With recommendation from Phillip Walter, CIO, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the following:

- Appoint Chairman Randy L. Phiel to sign on behalf of the Board the following Agreements with Microsoft Corporation and CDW Government, LLC, ("CDW-G"), an authorized reseller of Microsoft products, made pursuant to a Master Pricing Agreement executed by the County Commissioners Association of Pennsylvania (CCAP) on September 23, 2020:
 - Microsoft Enterprise Update Statement Volume Licensing True-Up verifying that there has been no increase in the number of licenses for the County's Microsoft enrollment #8009366 in Year 3 of the Enterprise Agreement; and

- Microsoft Server and Cloud Enrollment and Enterprise Enrollment Agreements and Amendments – terms and conditions for volume licenses associated with SQL Server/Azure and Windows software products at the cost reflected in the Enterprise Quote below. Effective July 1, 2024, for a 3-year term.
 - CDW-G SQL/Azure Server and Microsoft software Enterprise Quote - SQL Server/Azure licenses and Microsoft product licenses (Office 365, Exchange, Windows, and other Core Services) at a quoted price of \$228,706.77 per year. Effective July 1, 2024, for a 3-year term.
- Designate Chairman Randy L. Phiel to sign the Quote from TeamViewer, a German Company, for renewal of the County’s TeamViewer licenses. The TeamViewer application allows IT staff to remotely view and manage technology issues happening on County and Court desktops, laptops, and tablets. The term of the Agreement is July 17, 2024 through July 16, 2025. Total cost to the County is \$6,853.00.
 - Designate Chairman Randy L. Phiel to sign Quote #1025481 with Link Computer Corporation, a Pennsylvania Company, for the renewal of the County’s InformaCast licenses. InformaCast is used to send a mass emergency page out to VOIP phones using each phone’s speaker functionality. It can also be used by other departments within the organization for various paging purposes. This Quote is made pursuant to CoStars Contract #006-E22-223. The term of the Agreement commences on August 1, 2024 and terminates on July 31, 2025. Total cost to the County is \$3,100.00.
 - Designate Chairman Randy L. Phiel to approve the Quote from Zoho Corporation, a California Company, for renewal of the County’s ManageEngine ADSelfService Subscription. ManageEngine ADSelfService provides the ability for employees to set challenge questions for their county computer accounts, allowing them the capability to reset or change their passwords as well as unlock their accounts without having to contact the IT Department. The term of the subscription is August 6, 2024 to August 5, 2025. Total cost to the County is \$1,282.00.

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by Mr. Martin, to approve the Adoption Assistance Agreement with M.&P.K. on behalf of B.G. in the amount of \$851.67/month.

Motion carried.

With recommendation from Sarah Finkey, Administrator, Mr. Martin moved, seconded by Mr. Qually, to approve the following:

- FY 2024-2025 Contracts: Common SenseAdoption Services, Inc.; Diakon Child, Family & Community Services; PA Child Corp.; Pressley Ridge; Adam’s County Children’s Advocacy Center; JusticeWorks YouthCare, Inc. – Field Coach; JusticeWorks YouthCare, Inc.; Folium Inc. dba Laurel Life Services; Family First Health; Bethany Christian Services of Central PA-Bethany Safe Home; Service Access and Management Inc. SAMS; Hempfield Behavioral Health, Inc.; True North Wellness Services; PivotStone Group; DMP Group; Bilingual Group (Interpretation/Translation Services); Easter Seals (Hearing Impaired Service); Perseus House; York County Development; RASE Project; Alternative Living Solutions; Clock Tower Schools; Family Care Services; Hoffman Homes; Kids Peace; Outside In School; Gettysburg Growing Place; PA Elite All-Star Gym, Inc.; Cornell Abraxas Group, LLC

Motion carried.

Tax Services:

Director Daryl Crum, Director, addressed the Board of Commissioners and noted that in accordance with the Consolidated County Assessment Law, the Adams County Tax Services Department has completed the updating of the Adams County Tax Assessment Rolls to be effective July 1, 2024. The Assessment Rolls are open and available for inspection in Room 202 of the Adams County Courthouse during normal business hours. All Adams County property owners or others with an interest in such real estate, have a right to file a property tax appeal in writing from any real estate assessment on or before the close of business Thursday, August 1, 2024. The following summarizes the Tax Rolls as of July 1, 2024:

- Total County Real Property Assessed Value = \$10,166,239,800
(45,346 Taxable Parcels)
- Total County Exempt Assessment = ~~\$16,619,600~~ \$1,224,968,400
(1,996 Exempt Parcels)
- Total County Per Capita = 77,382

Director Crum noted a correction in the Total County Exempt Assessment, which the minutes will reflect. He noted the assessed value is a 1.7% increase over last year at this time.

Planning:

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

- Agreements related to the Parks, Recreation, and Green Space (“PRGS”) Grant Program:
 - PRGS Grant Agreement (Conewago Township) – This Agreement provides Conewago Township a total of \$18,145.00 in PRGS grant funds for the purpose of rehabilitating a tennis court at Cheetah Public Park. The Agreement is effective June 26, 2024 for a 3-year term.
 - PRGS Grant Agreement (Abbottstown Borough) – This Agreement provides Abbottstown Borough a total of \$19,047.00 in PRGS grant funds for the purchase and installation of ten (10) park benches, gutters for the pavilion roof, construction of a sand volleyball court, and six (6) motion sensor lights. The Agreement is effective June 26, 2024 for a 3-year term.
 - PRGS Grant Agreement (GARA) – This Agreement provides Gettysburg Area Recreation Authority a total of \$18,746.60 in PRGS grant funds for the purchase, installation, and construction of a new inclusive swing set structure. The Agreement is effective June 26, 2024 for a 3-year term.
 - PRGS Grant Agreement (Adams County Library System) – This Agreement provides Adams County Library System a total of \$7,616.00 in PRGS grant funds for the purchase and installation of prefabricated StoryWalk posts with frames and related supplies for the East Berlin Community Park and the Carroll Valley Commons Park. The Agreement is effective June 26, 2024 for a 3-year term.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve and sign the Subrecipient Agreement with Alpha Fire Company No.1, Inc. for grant funds awarded through the Adams Response & Recovery Fund (“ARRF”) program. This Agreement replaces a prior Agreement which had allocated ARRF grant funding to replace an aging ambulance. Due to municipalities no longer needing Alpha’s EMS ambulance services, this new Agreement allocates \$250,000.00 in ARRF grant funding for the purpose of replacing two (2) emergency response vehicles and upgrading vehicle extrication equipment. This Agreement is effective June 26, 2024, and expires December 31, 2026.

Motion carried.

- With recommendation from the Act 137 Housing Committee, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners sign the Adams County Affordable Housing Trust Fund Agreements with the following Recipients:
 - Habitat for Humanity, for a grant award of \$130,000.00, which will be utilized for construction of an affordable housing project in collaboration with students from Adams County Technical Institute; and
 - Pennsylvania Interfaith Community Programs, Inc. (“PICPI”), for a grant award of \$250,000.00, which will be utilized for the Old Friend’s at New Oxford Preservation rehabilitation project; and
 - Servants Healthy Home Initiative, for a grant award of \$80,000.00, which will be utilized for critical home repairs for low-income homeowners.

These grant awards were approved by the Board at its March 6, 2024 Public Meeting.

Motion carried.

Commissioners:

With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the Sewer Capacity and Infrastructure Development Agreement with Agricultural Commodities, Inc. (“Ag Com”). This Agreement provides for the sale of two (2) Equivalent Dwelling Units (approximately 500 total gallons per day) of excess wastewater capacity owned by the County to Ag Com for \$12,000.00 (\$6,000.00 per EDU). These EDUs will support Ag Com’s expansion of a fertilizer operation on Granite Station Road to meet the needs of local farmers. This Agreement is effective June 26, 2024.

Motion carried.

Personnel Report:

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

Court:

- Probation Services
 - Sandra Whealton, General Clerk, effective June 17, 2024
 - Emmanuel Villasenor, Probation Officer, effective June 17, 2024
 - Note the amended hours for Dylan Staub, Intern, to include 29.5 paid hours/week and 2.5 unpaid hours/week, effective May 13, 2024
- Domestic Relations
 - Xiomari Jimenez, General Clerk, effective June 24, 2024
 - Separation of Employment for Arianna Floyd, Conference Officer, effective July 3, 2024

Prothonotary:

Employment of Allison Fleming, Court Clerk/Scanner, pending successful completion of all pre-employment requirements, effective June 17, 2024.

Security:

Recommendation from Mark Masemer, Director, to approve the following, pending successful completion of all pre-employment requirements:

- Gerard Lombardi, Lead Security Officer (HSB), effective June 17, 2024. Mr. Lombardi is being promoted from PT Security Officer.
- Peter Weaver III, Security Officer, Part Time Regular (28 hours), effective June 17, 2024

Adams County Adult Correctional Complex:

- Employment of the following Corrections Officers, pending successful completion of background screenings: Seamus Waggoner, Dextin Orme, Maria Hernandez Hery, Kenneth Smith, Dustin Kline, effective July 15, 2024
- Amend the effective date from June 3, 2024 to July 8, 2024 for the promotion of Sharon Gladfelter, James Keator, Hailey Clark, Brandon Black, Cody Pierce, Christopher Aspenwall and Dianta’ Landry from Corrections Officers to Correctional Program Specialists
- Employment of the following Corrections Officers, (Correctional Program Specialists), pending successful completion of all pre-employment screenings: Rainey Richmond, Emily Wisner, Erin Culp, Emily Norris, Mauricio Guerra, effective June 3, 2024

Separation of Employment with permission to post:

- Tanisha Nixon, Caseworker 1/Independent Living, effective June 7, 2024
- Rebecca Armacost, Office Assistant/Legal, Children & Youth Services, effective July 5, 2024
- Anthony Harris, First Class Deputy – Sheriff’s Department, effective June 28, 2024
- Sonia Wise, Assistant Public Defender, effective July 5, 2024
- William Bujold, Corrections Officer, effective June 18, 2024
- Aldo Mendez, Corrections Officer, effective June 9, 2024
- Rescind Offer of Employment for Peter Weaver, III, PTR Security Officer, effective June 17, 2024

Motion carried with Commissioner Qually abstaining.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period June 10, 2024 through June 21, 2024:

General Fund – Operational	\$ 660,466.41
Payroll – Week #25	<u>\$ 1,094,802.82</u>
Total General Fund	\$ 1,755,269.23
Children & Youth Services	\$ 184,026.59
Liquid Fuels	\$ 3,710.26
HazMat Fund	\$ 670.22
Commissary Fund	\$ 9,686.03
Hotel Tax Fund	\$ 231,862.35
Capital Projects	\$ 50,000.00
911 Fund	\$ 229,509.80
Internal Service Fund	<u>\$ 249,327.92</u>
Total Special Funds	\$ 958,793.17
Total Expenditures	\$ 2,714,062.40

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 9:41 a.m. this date.

Motion carried.

Respectfully submitted,

Handwritten signature of Paula V. Neiman in blue ink.

Paula V. Neiman
Chief Clerk