

AGENDA, WEDNESDAY, NOVEMBER 30, 2022:

9:00 A.M. Convening of the Adams County Board of Commissioners' Meeting.

Pledge of Allegiance

Minutes:

Approve the Minutes of the November 16, 2022 Commissioners' Meeting as presented.

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.*

Court Operational Services

Recommendation from Neil Burkholder, Executive Director of Operational Services for the Adams County Court of Common Pleas, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign Quote #22-16986 dated November 13, 2022 from Tanner Furniture, of Harrisburg, PA for the sale and installation of (14) upholstered chairs for use in Courtrooms 1&2 at a total cost of \$11,462.50. The quote is made pursuant to CoStars Contract #035-025. The Court has designated funds to reimburse the General Fund for this phase of the project.

Probation Services:

Recommendation from Chief Gale Kendall, and after review by Solicitor Molly R. Mudd, to approve the following:

- Amendment to the Agreement for Services with Vigilnet, a Nebraska Company, which provides monitoring devices for Probation Services. Offenders are financially responsible for house arrest/electronic monitoring fees. The Amendment provides for a \$0.10 increase in the price per day of several of the devices, including alcohol monitoring, radio frequency monitoring, mobile breathalyzer monitoring, and GPS monitoring. It is further recommended that the Commissioners sign the Addendum to the Amendment, which incorporates the County's standard terms and conditions into Vigilnet's Terms and Conditions. The Amendment will become effective on January 1, 2023. Net annual cost to the County as of August 2022 was approximately \$14,500.00.
- Statement of Work from Corrections Development, Inc., of Penndel, PA, for modifications to the Adult Probation Case Management System, implementation of new services and modules to this system, and on-going maintenance and support for the system. It is further recommended that the Commissioners sign the "Requirements for On-premises Adams County Hosted Applications/Services." The

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Probation Services cont'd:

term of this Agreement is November 30, 2022 to December 31, 2023. Total cost to the County is \$17,400.

Treasurer:

Recommendation from Treasurer Christine Redding, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the annual maintenance contracts for the TaxColl2k software with Grandjean & Braverman, a Pennsylvania Company. The term of the Agreement is one (1) year, commencing on January 1, 2023 and terminating on December 31, 2023. Total upfront cost to the County is \$750.00, with any additional service hours to be billed at a rate of \$115.00 per hour.

IT Department:

Recommendation by 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 CDW-G, LLC, an Illinois company, for renewal of our Splunk Enterprise License. This software allows the IT Department to receive and analyze data from various areas of the County network. The data from the network sources are created into a dashboard to help examine and review for further analysis. This Quote is made pursuant to Costars contract #006-064. The term of the license is one (1) year, commencing on December 12, 2022 and terminating on December 11, 2023. Total cost to the County is \$8,810.00.

Building and Maintenance:

Recommendation from Larry Steinour, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Test and Inspection Agreement with BFPE International, Inc., a Maryland company, for testing and inspection of the fire protection systems at the Human Services Building and Mercy House. The term of the Agreement commences on November 30, 2022 and terminates on November 29, 2023. Total cost to the County is \$3,725.00.

Emergency Services:

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

- Quote #Q-57541 with Priority Dispatch Corp. This Quote provides professional audits of the telecommunicators using the Priority Dispatch protocol and amends and is subject to the terms of the Priority Dispatch Implementation Agreement last approved by the Board on March 29, 2021. Total cost of the service is \$46,400.00 for a period of twelve (12) months. This Quote is effective November 30, 2022.

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Emergency Services cont'd:

- The US Department of Homeland Security Federal Fiscal Year 2022 Emergency Management Performance Grant Agreement C950003861 between the Pennsylvania Emergency Management Agency (PEMA) and Adams County. This Agreement provides for a grant award of \$88,159.00, to be used for personnel salary and benefits for an Emergency Management Coordinator and Administrative Assistant 1. The term of the Agreement is October 1, 2021 to January 29, 2023 and the period of performance is October 1, 2021 through September 30, 2022. The total project cost is \$176,318.00, with the County contributing \$88,159.00 as a non-Federal match.

Human Resources:

Recommendation by Director Michele Miller, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Stop Loss Insurance Policy and Schedule for Stop Loss Insurance (together, the "Policy") with BCS Insurance Company, Inc. of Oakbrook Terrace, Illinois. This Policy provides excess medical and prescription drug insurance coverage for specific and aggregate employee claims, with unlimited coverage for specific claims exceeding the \$175,000.00 deductible and \$1 million maximum coverage for aggregate claims. The covered benefit period runs from January 1, 2021 through December 31, 2023. The supplemental coverage costs per month are \$66.87 per employee and \$218.52 per family for specific stop loss coverage and \$5.19 for aggregate coverage. This Policy is effective January 1, 2023 through December 31, 2023.

Commissioners:

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

- Adopt Ordinance No. 4 of 2022 Requiring the Waiver of Certain Additional Real Estate Taxes Pursuant to the Act of July 11, 2022, P.L. 701, No 57 ("Act 57 of 2022"), effective November 30, 2022.

Personnel Report:

Courts:

- Note the separation of Mary Furlong, Tipstaff, effective November 16, 2022 due to her passing.

Sheriff's Department:

- Note the promotion of David Bock from Deputy First Class to Operations Corporal, effective November 7, 2022
- Note the employment of Noah Privett, Deputy Sheriff, effective December 5, 2022

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Personnel Report cont'd:

Clerk of Courts:

- Note the promotion of Tracy Henry from Court Information Specialist to First Deputy; promotion of Kristyn Gates from Orphans Court Deputy to Court Information Specialist and Wendy Franco from New Case Clerk Deputy to Orphans Court Deputy, effective November 14, 2022

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Shai Perez, Caseworker 2, effective November 28, 2022.

Tax Services:

Recommendation from Daryl Crum, Director, to approve the employment of Abby Simmons, Customer Service Assessor, effective December 5, 2022.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, to approve the following:

- Corrections Officers, pending successful completion of background screenings: Casmer Bielby, Cheyenne Kautz, effective December 12, 2022
- Promotion of Susan Keefer from Prison Records Specialist-Court Liaison to Records Manager, and the transfer of Donald Gise from Corrections Officer to Prison Records Specialist-Court Liaison, effective November 28, 2022

Separation of Employment with permission to post:

- Melissa Rosenberger, Children & Youth Services Caseworker 3, effective November 30, 2022
- Sarah Spencer, Administrative Assistant for the Conservation District, effective December 2, 2022
- Alexis Hufnagel, Records Specialist at the Adams County Adult Correctional Complex, effective November 30, 2022
- End of the unpaid Internship of Ester Yeo in the District Attorney's Office, effective November 30, 2022

Expenditures:

Approve the following expenditures for the period November 12 through November 25, 2022:

General Fund Total	\$ 4,595,436.73
General Fund	\$ 1,103,521.17
Payroll – Week #45	\$ 1,060,587.48

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Expenditures cont'd:

Debt Service Payments	\$ 2,431,328.08
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Children & Youth Services	\$ 289,794.46
Liquid Fuels	\$ 22,986.41
HazMat Fund	\$ 5,513.12
Commissary Fund	\$ 4,287.97
Records Management	\$ 3,155.00
Human Services	\$ 1,666.44
Hotel Tax Fund	\$ 254,127.79
Parks, Recs & Green Space Prgm	\$ 50,000.00
American Rescue Plan Act 2021	\$ 5,667.00
Capital Projects	\$ 272,051.05
911 Fund	\$ 38,796.87
Internal Service Fund	\$ 564,967.51

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: