

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

Pledge of Allegiance**Minutes:**

Approval of the Minutes of the October 25, 2017 Commissioners' Meeting as presented.

Public Comment:

During the 30-minute Public Comment the individual wishing to speak will come forward to the podium to address the Board, state their name and address and will have 5-minutes to give his/her comments related to county business. Any public comment on an agenda item should be addressed at this time.

Children & Youth Services:

- Recommendation from Administrator Sarah Finkey, and after review by Assistant Solicitor Molly Mudd, that the Board of Commissioners review and approve the Child Accounting and Profile System (CAPS) Application Service Provider Agreement with vendor AVANCO that designed, supports and services the state-wide database that houses all client data for County's Children and Youth Services Department, for the initial term of October 1, 2017 through June 30, 2018 with the option for renewal thereafter for successive 12-month terms, at a cost to the County of \$7,576.80 per quarter, or \$30,307.20 annually.
- Further recommendation from Administrator Sarah Finkey that the Board of Commissioners review and approve the HIPAA Business Associate Agreement with AVANCO International, Inc. as a Business Associate of the County of Adams, a Covered Entity under the terms of the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191.
- Recommendation from Administrator Sarah Finkey, and after review by Assistant Solicitor Molly Mudd, that Chairman Randy Phiel on behalf of the Board of Commissioners review and approve the Wyndham Executive Meeting Agreement for the Use of Meeting Space and Food and Beverage Services for a professional training event on or about April 26, 2018, at a cost of \$1,920.00.

Conservation District Board:

- Recommendation from Adams County Nominating Agencies to approve the re-appointment of the following to the Adams County Conservation District Board for a four-year term effective January 1, 2018 through December 31, 2021.
 - Barbra Underwood, Public Director
 - Ed Wilkinson, Farm Director

Conservation District Board cont'd:

- Recommendation from the Adams County Board of Commissioners to re-appoint James E. Martin as the Commissioner Representative to the Adams County Conservation District Board for a one-year term effective January 1, 2018 through December 31, 2018.

Planning:

2017 Community Development Block Grant (CDBG):

Recommendation from the Adams County Planning Department to approve for submission to the PA Department of Community & Economic Development the following 2017 CDBG Budget and Resolution No. 13 of 2017 authorizing said submission:

<u>Adams County Allocation Total:</u>	<u>\$269,738.00</u>
Adams County Arts Council	\$ 20,000.00
New Hope Ministries	\$ 20,000.00
Possum Valley Municipal Authority	\$ 35,392.00
HART Center Air Conditioning Units	\$ 89,000.00
HART Center Pole Building	\$ 56,794.00
Administration	\$ 40,000.00
Planning	\$ 8,552.00
<u>Adams County On Behalf Of Gettysburg Borough Total:</u>	<u>\$111,166.00</u>
ADA Compliant Curb Ramps	\$109,166.00
Administration	\$ 2,000.00
<u>Adams County On Behalf Of Littlestown Borough Total:</u>	<u>\$ 85,592.00</u>
ADA Compliant Curb Ramps	\$ 84,000.00
Administration	\$ 1,592.00

Community Development Block Grant:

Recommendation from the Adams County Planning Department to approve and sign the Community Development Block Grant Program Contract No. C000066599 in the amount of \$474,196.00 for the period October 18, 2017 through October 17, 2022.

District Attorney – STOP Grant:

Note for the record, the amendment to the 2016-2018 STOP Grant Application to reflect modifications to job duties in Personnel Salaries, Secondary and Bilingual On-Call costs. There was no changes to the total grant amount of \$125,000.00.

Tax Services:

Sitting as the Adams County Board of Assessment Appeals and with recommendation from Daryl Crum, Director, and per the Consolidated Assessment Law, to approve and certify the following:

- Real Estate Tax Rolls – Real Estate Assessment Total = \$9,361,251,000
- Total Occupation Assessment = \$14,712,475
- Per Capita Tax Total = 72,531

Personnel Report:

Courts:

- Domestic Relations – Note the employment of Melissa Ludwig and Rebecca Neeley as Conference Officers, effective November 13, 2017
- Probation Department – Note the employment of Samuel Crater and Tyrhee Williams as Probation Officers I, effective October 30, 2017
- Separation of Employment: David Podgorney, Probation Officer I, effective November 20, 2017 and Daniel Driscoll, Probation Officer I, effective November 17, 2017 with the intent to post and fill these positions.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Amanda Zekany, Caseworker 2, effective November 6, 2017.

Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the employment of the following as 911 Telecommunicator Trainee's effective October 27, 2017: Elizabeth Males, Brayden Byers and Caitlyn Fetrow.

Adams County Adult Correctional Complex:

Recommendation from Warden Michael Giglio to approve the employment of David Morris and Jeremy King as Corrections Officers, effective November 13, 2017.

Separation of Employment with the intent to post:

- Charlene Grinder, Caseworker 2, effective November 6, 2017
- Shaunie Burns, Corrections Officer, effective November 7, 2017
- Jamil Lee, Corrections Officer, effective November 7, 2017

Commissioners:

- Remove from the table for consideration proposed Resolution No. 11 of 2017, entitled "A Resolution of the County of Adams, Pennsylvania regulating the possession and use of medical marijuana by employees of the Adams County Adult Correctional Complex, pursuant to Act 16 of 2016."

Commissioner’s contd.:

- Upon the recommendation of Solicitor John Hartzell, that the Board of Commissioners approve, pending final Solicitor review, Resolution No. 11 of 2017, concerning the use and possession of medical marijuana by personnel assigned to the Adams County Adult Correctional Complex.
- At the request of Solicitor John Hartzell, that the Board of Commissioners approve, pending final Solicitor review, a Settlement Agreement with Julesburg (PA), Inc., owner of the Quality Inn Hotel located at 871 York Road, Gettysburg, PA, with the Agreement calling for immediate payment of \$75,000 toward Hotel Room Rental Taxes, and a payment of the balance over the next twelve months, thereby resolving the arrearage of taxes owed by that business entity.

Expenditures:

Approve the following expenditures for the period October 23, 2017 through November 3, 2017:

General Fund Total	\$ 1,486,221.42
General Fund	\$ 615,099.62
Pcard Payment	\$ 5,702.33
Payroll	\$ 865,419.47
Children & Youth Services	\$ 187,511.35
HazMat Fund	\$ 1,178.86
Commissary Fund	\$ 9,333.23
Records Management	\$ 3,155.00
Hotel Tax Fund	\$ 196,372.55
Human Services	\$ 5,963.28
Capital Projects-Reserve	\$ 5,063.28
Human Services Building	\$ 2,650.31
911 Fund	\$ 65,139.34
Internal Service Fund	\$ 308,152.28

Salary Board Meeting:

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

Other Business:

- Solicitor Hartzell
- County Manager Penksa
- Commissioner Qually
- Commissioner Martin
- Commissioner Phiel

Adjournment: