

AGENDA, WEDNESDAY, OCTOBER 20, 2021:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the October 6, 2021 Commissioners' Meeting as presented.

Proclamations:

- **“LIGHTS ON AFTER SCHOOL”** – October 28, 2001

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.*

Information Technology Department:

Recommendation from Phil Walter, CIO and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the following agreements related to the purchase of internet routers with Candoris Technologies, LLC, an authorized COSTARS reseller of Cisco products:

- Quote CAND09821-48174-23945: Provides for the purchase of one Cisco Catalyst 8200L edge platform with 1-NIM slot and 4x1G WAN ports and accompanying Cisco DNA software subscription. This quote is subject to COSTARS Contract # 003-299. Agreement is effective October 20, 2021. Cisco DNA Software subscription terminates after five (5) years. Total cost is \$10,989.17.
- Quote CAND062521-47196-23942: Provides for the purchase of two (2) Cisco Catalyst 8300 series routers and accompanying Cisco DNA software subscriptions, two (2) ISR 1100 Routers, and two (2) Active Twinax cable assemblies. This quote is subject to COSTARS Contract # 003-299. Agreement is effective October 20, 2021. Cisco DNA Software subscription terminates after five (5) years. Total cost is \$79,753.44.
- Cisco Limited Warranty and Software License: Agreement with Cisco Systems, Inc., for warranties covering the Cisco hardware and software purchased from Candoris and for license terms relating to the use of the Cisco DNA software. Agreement is effective October 20, 2021.

The following quotes with Link Computer Corporation, an authorized reseller of VMware, Inc. products:

- VMware (8) Enterprise Plus CCAP (Quote # 1014184): Provides eight (8) licenses and support for vSphere 7 Enterprise Plus, VMWare's cloud computing virtualization platform. The cost of each license is \$852.00, for a total cost of

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Information Technology Department cont'd:

\$6,816.00. This quote is subject to the terms of the County Commissioners Association of PA ("CCAP") Enterprise License Agreement, last executed on May 25, 2021, and pricing is made pursuant to the CCAP VMware Consortium Contract (00263771). Effective date of this agreement is January 3, 2022 and terminates January 2, 2023.

- VMware Renewal 2021 – CCAP (Quote # 1014183): Provides the renewal of ten (10) Enterprise and four (4) Standard licenses and support for vSphere 7, for a total cost of \$11,231.00. This quote is subject to the terms of the County Commissioners Association of PA ("CCAP") Enterprise License Agreement, last executed on May 25, 2021, and pricing is made pursuant to the CCAP VMware Consortium Contract (00263771). Effective date of this agreement is December 6, 2021 and terminates December 5, 2022.

Public Hearing #2 – 2021 Community Development Block Grant Program:

This is the date and time advertised to hold a public hearing to solicit public comment on the proposed budget for Adams County's 2021 Community Development Block Grant (CDBG) Program in the total amount of \$335,076.00.

Meeting Reconvened:

Planning Department:

Recommendation from Harlan Lawson, Economic Development Specialist, to approve the following:

- Resolution No. 10 of 2021 – Fair Housing Resolution for 2021
- Approve the 2021 CDBG Budget and adopt Resolution No. 11 of 2021 authorizing submission of the 2021 CDBG Application to the PA Department of Community & Economic Development and authorize Chairman Randy Phiel to sign the application of behalf of the Board of Commissioners

Domestic Relations:

Recommendation from Kelly Carothers, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign Amendment #1 to the February 3, 2015 Payment Processing Services Agreement with Value Payment Systems, LLC, of Brentwood, TN. The Amendment initiates a reduction in credit card convenience fees, from 2.95% to 2.50% per transaction, allowing more monies to be applied to child support payments. The Amendment is effective October 5, 2021. There is no additional cost to the County.

Probation Services:

Recommendation by Director Gale Kendall, and after review by Solicitor Molly Mudd, that the Board approve the following:

- Application for the Pennsylvania Commission on Crime and Delinquency (PCCD) Continuing County Adult Probation and Parole Grant (Subgrant # 36464) and agree to PCCD's Standard Subgrant Conditions. The grant, if approved, will support the salaries and benefits of 27 full-time adult probation and parole staff supervising active offenders and 2 full-time staff supervising a transfer caseload. Total requested grant is \$111,819.
- Independent Contractor Agreement with Dewaine Finkenbinder for the administration of PA DUI Highway Safety classes on behalf of Probation Services. This Agreement shall be effective January 1, 2022 and expires December 31, 2022. Mr. Finkenbinder shall be compensated at a rate of \$55.00 per hour.

Sheriff:

Recommendation from Sheriff James Muller, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to approve the Estimate/Proposal from Sage Technology Solutions, a Pennsylvania company, for the purchase and installation of upgrades and additions to the existing camera system located in the Adams County Sheriff's Office (ACSO). This upgrade will allow the cameras in the holding cells to interface with the Courthouse camera system. This Quote is made pursuant to COSTARS contract #040-028 and is effective September 8, 2021. Total cost to the County is \$10,291.00.
- Lexipol Agreement For Use Of Subscription Material - Agreement with Lexipol, LLC, a Texas-based company, for the purpose of drafting internal policies for use by the Sheriff's Office and providing ongoing training to deputies and staff. The drafting and implementation of the policies will cost a one-time fee of \$19,752.30. Subscription to regular updates and ongoing training will cost a yearly fee of \$9,417.15. Total implementation and subscription costs for the first year are \$29,169.45. Agreement is effective October 20, 2021.
- Consulting Services Fee Agreement – Agreement with Christopher Boyle, Esq., for the purposes of providing a legal review of Lexipol's policies to ensure compliance with all applicable laws and regulations. Mr. Boyle is a licensed attorney and a former law enforcement officer with substantial experience advising Pennsylvania law enforcement agencies on internal policies (including Lexipol). The policy review is quoted at \$200.00 per hour, not to exceed \$7,000.00 total. Agreement is effective October 20, 2021.

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Office of the Treasurer:

Recommendation by Treasurer Christine Redding, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Online Dog Licensing Agreement with Fairfield Computer Services, LLC (FCS), an Ohio company. This system will allow for the purchase of dog licenses online and will provide the Treasurer's office with a mechanism for managing dog, pistol, and small games of chance licenses. The term of the Agreement is two (2) years, commencing on October 20, 2021. Total cost to the County is \$5,100.00.

Children & Youth Services:

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

- 2021-2022 Purchase of Service Agreements: Outside IN
- Appoint Kierstyn Green to the Adams County Children & Youth Advisory Board for a two-year term effective November 1, 2021

Human Resources:

Recommendation from Michele Miller, HR Director and after review by Solicitor Molly Mudd, that the Board approve the following agreements with Sterling Infosystems, Inc. d/b/a Sterling Talent Solutions ("Sterling"), a New York company:

- End User Service Agreement - This agreement permits KlinkCheck, Inc., a vendor which supplies the County and Courts with background checks for law enforcement personnel in accordance with Act 57 of 2020, to access consumer credit reports as part of the background check process. The Agreement is effective October 20, 2021, for a period of one (1) year. No additional cost to the County.
- Credit Access Application – This application authorizes Sterling to access credit report information on behalf of the County or Courts.
- Letter of Intent – This Letter acknowledges that the credit reports received from Sterling are to be used in employment screenings in accordance with Act 57 and the Fair Credit Reporting Act (FCRA).

Commissioner's Office:

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

- Designate Chairman Randy L. Phiel to sign on behalf of the Board of Commissioners the Addendum To Agreement of Sale as it relates to the property located at 6 Kinsey Drive, Cumberland Township, changing the Settlement date on this property from October 15, 2021 to December 15, 2021.

Commissioner's cont'd:

- Recommendation from Will Cameron, Pennoni Associates, County Bridge Engineer, to approve Change Order No. 1 for the Maintenance Repair of 40 County Bridges (Contract No. ADAMS20003) for Lobar Site Development Corporation, 4 Barlow Circle, Dillsburg, PA in the amount of \$35,157.10 for the removal of debris from streams located at Bridge No. 95, Latimore Township, Bridge No. 118, Butler Township and Bridge No. 50, Hamilton/Reading Townships.
- Recommendation by Solicitor Molly R. Mudd that the Board of Commissioners review to approve the COVID-19 Community Vaccination and Testing Center Agreement with WellSpan Health, whereby the Parties agree to implement a COVID-19 vaccination and testing center at the County's property located at 230 Greenamyer Lane in Straban Township, in order to provide vaccination and testing services that may improve the health of the community and relieve the stress on WellSpan hospitals and other care facilities that may be at or over capacity as a result of the COVID-19 pandemic. The term of the Agreement is (6) months.
- Execute the Settlement Agreement & General Release between the County and Nathan Hockley ("Hockley"), Hockley and O'Donnell Insurance, LLC ("HOI"), Hockley and O'Donnell Financial Services ("HOFS"), Phoenix Administrators, LLC, dba Performance Health ("Performance") and Utica National Insurance Group/Republic Franklin Insurance company ("Utica") whereby the County shall be paid a total of \$265,000.00 by the other above-named parties to the agreement, and whereby the County shall make a separate lump sum payment to HOFS in the amount of \$116,000.00 representing broker fees payable to HOFS which the County has held in escrow, without any admission of liability or fault of any kind by any Party hereto.
- Award the Adams County Adult Correctional Complex (ACACC) Food Services Operations Contract to Summit Food Services, LLC, a subsidiary of Elior North America. Summit's headquarters are located in Sioux Falls, SD. As a result of a duly advertised public bidding process, three (3) proposals were received and carefully reviewed by the County. Summit was determined to be the lowest responsible bidder, offering the County the lowest base bid cost with alternate pricing options, thirty years of experience in correctional food service, and the highest quality in USDA-inspected food and services. The scope of Summit's services will include provision of meals to all inmates and staff, maintenance of the ACACC's kitchen facilities and supervision of inmate kitchen workers, enhancement of the Officer Dining Room to include a grab-n-go market, and the Outside/Inside program, which allows family and friends of inmates to purchase premium meals for inmate consumption. The term of the contract is three (3) years, effective December 1, 2021 through November 30, 2024.

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Personnel Report:

Courts:

- Court Administration – Retirement of Betty Steinberger, Tipstaff, effective October 29, 2021
- Probation Services – Employment of Madison Feltner, Probation Officer, effective October 18, 2021; Separation of Employment for Terry Bridges, General Clerk, effective October 22, 2021
- District Justice Harvey – Separation of Employment for H. Gail Larman, General Clerk, effective October 29, 2021

District Attorney:

Recommendation from District Attorney Brian Sinnett, to approve the employment of Richard Aime, Assistant District Attorney, effective October 18, 2021.

Clerk of Courts:

Recommendation from Clerk of Courts Kelly Lawver, to approve the employment of Toni Peake, Deputy Clerk III-Collections Clerk, effective October 18, 2021.

Adams County Conservation District:

Recommendation from Adam McClain, District Manager and Sherri Clayton-Williams, Planning Director, to approve the employment of Christina Anders, Mosquito Borne Disease Monitor/Conservation Tech, effective October 18, 2021.

Adams County Adult Correctional Complex:

- Recommendation from Warden Katy Hileman, pending successful completion of background screenings, the employment of the following Corrections Officers: Jason Ferree, effective October 4, 2021; Kaitlyn Phillips, effective October 12, 2021; Victor Marks and Jaclyn Nead, effective October 25, 2021
- Raymond Heintzelman, Part time as Needed Corrections Officer, effective October 12, 2021
- Nathaniel King, Part time as Needed Corrections Officer, effective October 16, 2021
- Rescind the Separation of Employment for Benjamin Whitmore, Corrections Officer, effective October 8, 2021

Separation of Employment with permission to post:

- Jodi Hahn, 911 Part time Call Taker, effective October 11, 2021
- Tammy Null, Telecommunicator Trainee, effective October 12, 2021
- Thomas Sell, Corrections Officer, effective October 15, 2021
- Rescind the employment offer to Jaclyn Nead, Corrections Officer, effective October 25, 2021
- Rescind the employment offer to Raymond Heintzelman, Part Time as Needed Corrections Officer, effective October 12, 2021

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Expenditures:

Approve the following expenditures for the period October 4, 2021 through October 15, 2021:

General Fund Total	\$ 1,519,195.49
General Fund	\$ 554,244.10
Payroll – Week #41	\$ 964,951.39
Children & Youth Services	\$ 133,090.36
Liquid Fuels	\$ 74,168.14
HazMat Fund	\$ 63.32
Law Enforcement	\$ 1,600.00
Commissary Fund	\$ 1,455.66
Records Management	\$ 11,700.00
Hotel Tax Fund	\$ 245,742.38
911 Fund	\$ 2,369.60
Internal Service Fund	\$ 442,652.76

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: