

**WEDNESDAY, NOVEMBER 20, 2019**

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. in the Ceremonial Courtroom with Chairman Randy Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Molly R. Mudd, Solicitor; Beth Cissel, Deputy Controller; Don Fennimore, Court Administrator; Michele Miller, HR Director; Sean Mott, Assistant Solicitor; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Sara Brensinger, Purchasing Coordinator; Daryl Crum, Tax Services Director; Amy Mathers, Director, Domestic Relations; Steve Nevada; John Phillips, Controller Elect; Amy Marchiano, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

**Pledge of Allegiance**

**Minutes:**

Mr. Martin moved, seconded by Mr. Qually to approve the Minutes of the November 6, 2019 Commissioners' Meeting as presented.

Motion carried.

**Public Comment:**

There was no Public Comment addressed to the Board at this time.

**Proclamation:**

Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim November 21, 2019 as the **43<sup>rd</sup> ANNUAL "GREAT AMERICAN SMOKEOUT"** in Adams County. This proclamation was presented to Yeimi Gagliardi, WellSpan Health Educator and Eileen Grenell, Director of Substance Abuse Prevention, Collaborating for Youth.

Motion carried.

**Domestic Relations Department:**

With recommendation from Kelly Carothers, Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the Contract and the Addendum to Contract with Contact Wireless of Albuquerque, New Mexico for unlimited text messaging services at a rate of \$118.91 per month, said monthly fee being inclusive of all mandated federal and state telecommunication charges and any applicable taxes.

Motion carried.

**Children & Youth Services:**

With recommendation from Sarah Finkey, Administrator, Mr. Martin moved, seconded by Mr. Qually, to approve and sign the Addendum to the 2019-2020 SWAN Legal Service Initiative Memorandum of Understanding.

Motion carried.

**Controller:**

With recommendation from Beth Cissel, Deputy Controller, Mr. Martin moved, seconded by Mr. Qually, to approve and authorize Chairman Randy L. Phiel to sign the Central Square Add-on Quote-ELF Check Update in the amount of \$560.00.

Motion carried.

**Adams County Adult Correctional Complex:**

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the Food Services Agreement with Trinity Services Group, Inc. of Oldsmar, Florida to provide food services to the Inmates and Staff at the Adams County Adult Correctional Complex for a term of two (2) years, at a per meal cost of \$1.45.

Motion carried.

**Building & Maintenance:**

With recommendation by Larry Steinour, Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the Agreement for Purchase and Installation of HVAC System and Component Parts with Enginuity, LLC of Mechanicsburg, incorporating by reference the Terms and Special Terms of COSTARS Contract No. 008-219, for the replacement of the existing Air Handling Unit AHU-1 and Return Fan AHU-2 with (1) modular AHU-1 to be located on the existing raised plenum in the MER in the Courthouse, for a contract sum not to exceed \$792,112.00. Work shall commence on the date of execution of this Contract and shall be completed no later than March 20, 2020.

Motion carried.

**Department of Emergency Services:**

With recommendation from Warren Bladen, Director, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners appoint Chairman Randy L. Phiel to execute, on behalf of the Board, Change Order #1 of 2019 with Motorola Solutions, deducting \$1,481,966.50 off the Original Contract Value of \$10,774,165.74, to reflect the removal of the Adams County Master Site Maintenance cost from the Scope of Agreement.

Motion carried.

**Bridge Maintenance Project:**

With recommendation from William Cameron, Adams County's Bridge Engineer, Mr. Martin moved, seconded by Mr. Qually, to approve Change Order No. 3 with JVI Group Inc., in the amount of \$66,017.30 for repairs to Adams County Bridge No. 53 – Fleshman Mill Road Bridge located in Mt. Pleasant and Oxford Townships.

Motion carried.

**Commissioners:**

- With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve to award The Energy Network (TEN) of Pittsburgh, Pennsylvania the opportunity to develop and present a Guaranteed Energy Cost Savings Comprehensive Plan (GESA) to the Board.

Motion carried.

- With recommendation from Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, to approve the November 14, 2019 Proposal of Gannett Fleming, Inc. of Harrisburg for professional engineering services for the Adams County Courthouse AHU & MCC Gear Replacement Project. This will provide engineering scope review, and construction phase review of the installation to assure compliance to project scope, for a fee not to exceed \$5,600.00.

Motion carried.

- With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, to authorize Chairman Randy L. Phiel to execute on behalf of the Board

an Estoppel Certificate for the benefit of Community Energy Solar, LLC of Radnor, Pennsylvania and its financiers, attesting that as of this date the Transmission and Access Easement executed on or about October 1<sup>st</sup>, 2019 is in full force and effect, and that there are no monetary amounts due and owing to Grantor with respect to the Easement, noting however there do exist future payment obligations owed by Adams Solar LLC to Grantor County that shall commence within thirty (30) days of “Groundbreaking” taking place on the Easement.

Motion carried.

- With recommendation from Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, to approve the Lease Renewal Agreement between the County of Adams and Reading Township Board of Supervisors in the amount of \$1,650.00/month for the office space occupied by Magistrate Tony Little, 50 Church Road, East Berlin, PA. The lease renewal is effective for a two (2) year term beginning January 1, 2020 through December 31, 2021.

Motion carried.

#### Employee Health Care Contracts

With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, to approve the following:

- Capital Blue Cross renewal (Year 2 of 3) for Administrative Services Only (ASO) for the Capital Blue PPO & RX Program at a cost of \$43.75 per employee per month, and for the Capital Blue Cross Vision Program at a cost of \$1.00 per employee per month, for benefits year 2020
- SUNLIFE Renewal (1 Year) for Stop Loss Insurance Coverage effective January 1, 2020, total annual premium cost to County \$564,869.76.
- INFINSOURCE, Inc. Third Party Administration Services Renewal (1 Year) for administration of Employee Flexible Spending Account (FSA) at a cost to the County including the \$500.00 annual fee plus a \$4.50 per month per enrolled employee.

Motion carried.

#### Tentative Adoption of the 2020 Adams County Budget:

Mr. Martin moved, seconded by Mr. Qually, to approve to tentatively adopt the 2020 Adams County Budget as follows:

- Tentative County Budget Revenues = \$70,819,342
- Tentative County Budget Expenditures = \$70,819,342
  - General Fund = \$55,444,803
  - Special Funds = \$14,244,539
  - Other Special Funds = \$1,130,000
  - Contingency Reserve = \$454,215
- Tentative Capital Budget - \$3,312,805

At this time the Finance & Budget Department gave a power point presentation of the proposed budget with a breakdown of the revenues and expenses. The 2020 budget has a 10% increase over the 2019 budget. Final adoption is set for Wednesday, December 18, 2019.

Motion carried.

#### Personnel Report:

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

Court:

Separation of Employment with intent to post:

- Melissa Moseley, General Clerk for Magistrate Tony Little, effective November 22, 2019

Separation of Employment Court cont'd:

- Lisa Lindsey, Support Specialist, effective November 27, 2019
- Susan Gantz, Part-Time Financial Operations Officer, Domestic Relations, effective November 7, 2019

Commissioners:

Approve the employment of Steven Nevada, County Manager, effective January 13, 2020

Separation of Employment with permission to post:

- Steven Staub, Part Time as Needed Coroner, effective December 1, 2019
- Shane Becker, Deputy Sheriff First Class, effective November 27, 2019

Motion carried.

**Expenditures:**

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period November 4, 2019 through November 15, 2019:

General Fund Total	\$ 4,345,925.02
General Fund	\$ 789,457.40
Debt Service Payments	\$ 2,628,277.23
Payroll – Week #46	\$ 928,190.39
Children & Youth Services	\$ 185,925.42
Liquid Fuels	\$ 95,437.94
HazMat Fund	\$ 115.01
Commissary Fund	\$ 2,692.99
Records Management	\$ 4,035.00
Act 137 (Affordable Housing)	\$ 31,380.00
Hotel Tax Fund	\$ 200,577.60
Coroner Visa	\$ 116.24
Human Services	\$ 1,653.23
Parks, Recs & Green Space Program	\$ 8,100.00
Capital Projects - Reserve	\$ 79,824.23
Human Services Building	\$ 253,559.00
Capital Projects – Courthouse	
Renovation Project-099	\$ 41.75
911 Fund	\$ 10,891.87
Internal Service Fund	\$ 270,067.04

Motion carried.

**Other Business:**

Commissioner Qually:

Commissioner Qually welcomed Steve Nevada to the position of County Manager. He has known Steve for some time, has faith in him and knows that he will do a good job. This position is an important position for Adams County and the County should have had a more thorough hiring process.

Commissioner Martin:

Commissioner Martin indicated that he was good with the hiring process and with Mr. Nevada's detailed resume. The firm that provided the screening was very efficient. He has full faith in Mr. Nevada's service.

Commissioner Phiel:

Commissioner Phiel agrees with Commissioner Qually on our candidate, however he has full confidence in the hiring process that included an outside firm. He has complete confidence in Steve. Steve's background includes experience in county government, experience with fiscal resources and, is a native of Adams County. He comes to Adams County with a great chance of success and looks forward to working with Steve.

**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 10:09 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk