

## **AGENDA, WEDNESDAY, APRIL 21, 2021:**

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

### **Pledge of Allegiance**

### **Minutes:**

Approve the Minutes of the April 7, 2021 Commissioners' Meeting as presented.

### **Proclamations:**

- "21<sup>st</sup> Adams County Medicine Take Back Day" – April 24, 2021
- "Adams County Conservation District Week" – April 18 – 24, 2021

### **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:**

Recommendation from District Court Administrator Don Fennimore, and after review by Solicitor Molly Mudd, that the Board approve the Adams County Courtroom Audio Visual System Upgrade Options Agreement (No. MLS-190822AR) with Sage Technology Solutions of Mount Joy, PA for the system design, equipment configuration and installation of various Audio/Visual equipment for the purpose of modernizing all four (4) courtrooms. The Agreement is effective April 21<sup>st</sup>, 2021, at a total cost of \$266,001.21.

### **Controller's Office:**

- Recommendation by Controller John Phillips, and after review by Solicitor Molly Mudd, that the Board approve and sign the Engagement Letter with Zelenkofske Axelrod, LLC, Certified Public Accountants of Harrisburg. The purpose of the engagement is to provide the County with auditing services for federal and state award program compliance. The Agreement is effective March 19, 2021 and covers the fiscal year ending June 30, 2020 and the calendar year ending December 31, 2020. The cost of the annual audit shall not exceed \$72,675.00.
- Announce the opening of the Bids for the Maintenance Repair of 40 County-owned Bridges that was required to be received on PennBid by 8:00 a.m. this date.
- Announce the receipt of the GFOA Certificate of Achievement for Excellence in Financial Reporting to Adams County for its Comprehensive Annual Financial Report for the fiscal year ended December 31, 2019. The Report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate the

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### **Controller's Office cont'd:**

County's financial condition to taxpayers and other user groups. This is the highest form of recognition in the area of governmental accounting and management and is the County's third consecutive annual award.

### **Children & Youth Services:**

Recommendation from Sarah Finkey, Administrator and after review by Solicitor Molly Mudd, that the Board approve the following Agreements with Avanco International, Inc. of Clifton, Virginia related to the Child Accounting and Profile System (CAPS):

- CAPS Application Service Provider Agreement – Provides for ongoing maintenance and service of the CAPS application. Effective July 1, 2021 through June 30, 2022 at a quarterly fee of \$8,210.76 (\$32,843.04 annual cost).
- HIPAA Business Associate Agreement – Provides for the protection of certain confidential health data in accordance with HIPAA. Effective April 21, 2021, for so long as Avanco retains any protected health information.
- Consulting Services Addendum to Service Provider Agreement – Provides for optional consulting services beyond those covered under the Service Provider Agreement, at a cost not to exceed \$30,000.00.
- Child Welfare Information Solution (CWIS) Agreement – Provides for continued development and implementation of the CWIS system and upgrades in coordination with the Commonwealth of Pennsylvania, Department of Human Services. Effective July 1, 2021 through June 30, 2022 at a cost of \$3,948.01.

**COVID Hospitality Industry Recovery Program (CHIRP):**

Recommendation from the Adams County Economic Development Corporation that the Board of Commissioners approve the following CHIRP Applications:

<u>Business</u>	<u>Award</u>
• Baladerry Inn	\$ 10,000.00
• Taverna 5450	\$ 10,000.00
• Dutterer’s Family Restaurant	\$ 10,000.00
• The Ragged Edge Roasting Co. LLC	\$ 10,000.00
• Monet Partners-Country Inn & Suites	\$ 15,000.00
• Micro Partners-Holiday Inn Express	\$ 15,000.00
• Ragged Edge Coffee House, LLC	\$ 15,000.00
• Hampton Inn	\$ 15,000.00
• Cross Keys Diner/Cross Keys Motor Inn	\$ 15,000.00
• The Lodges at Gettysburg	\$ 15,000.00
• Super 8 Gettysburg	\$ 15,000.00
• Baltimore Street Properties LLC	\$ 15,000.00
• Biggerstaff’s Catering LLC	\$ 15,000.00
• Quality Inn Gettysburg Battlefield	\$ 15,000.00
• Best Western Gettysburg Hotel	\$ 15,000.00

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CHIRP cont’d:

<u>Business</u>	<u>Award</u>
• Western Inn Motel	\$ 15,000.00
• The Gaslight Inn	\$ 15,000.00
• Dylan’s of East Berlin	\$ 15,000.00
• President Inn & Suites	\$ 15,000.00
• Gettysburg Eddies	\$ 15,000.00
• Food 101	\$ 15,000.00
• Put on the Feedbag Catering	\$ 15,000.00
• Blue & Gray Bar & Grill	\$ 15,000.00
• The Swope Manor Bed & Breakfast	\$ 15,000.00
• The Apple Bin Grill and Bakery, Inc.	\$ 15,000.00

• Federal Pointe inn	\$ 15,000.00
• Yogi Management-Three Crowns Budget	\$ 15,000.00
• Swami Management-Colton Motel	\$ 15,000.00
• Dave & Jane’s Crabhouse, Restaurant/Inn	\$ 15,000.00
• Herr Tavern	\$ 15,000.00
• Farnsworth House Inn	\$ 15,000.00
• NJMD Day’s Inn	\$ 15,000.00
• Inn at Cemetery Hill/Rita’s Italian Ices	\$ 15,000.00
• Subway	\$ 15,000.00
• DQ Grill & Chill Restaurant	\$ 15,000.00
• Midway Tavern	\$ 15,000.00
• Comfort Suites	\$ 15,000.00
• Brickhouse Inn Bed & Breakfast	\$ 15,000.00
• Red Carpet Inn	\$ 15,000.00
• Country Class Catering LLC	\$ 15,000.00
• Gettysburg KOA Campground	\$ 15,000.00
• RAGA-Hilton Garden Inn	\$ 20,000.00
• Inn 94 Restaurant & Cocktail Lounge	\$ 20,000.00
• Hickory Bridge Farm	\$ 20,000.00
• Dunlap’s Restaurant	\$ 20,000.00
• James Gettys Hotel	\$ 20,000.00
• The Upper Crust	\$ 20,000.00
• Mamma Ventura Restaurant/Lounge LLC	\$ 20,000.00
• Appalachian Brewing Company of Gettysburg	\$ 20,000.00
• 1863 Inn of Gettysburg	\$ 20,000.00
• Olivia’s Restaurant	\$ 20,000.00
• Mason Dixon Distillery	\$ 20,000.00
• The Pike Restaurant & Tap House	\$ 20,000.00
• Ventura’s	\$ 20,000.00
• Doubleday Inn	\$ 20,000.00
• Appalachian Brewing Company of Gateway	\$ 25,000.00
• General Pickett’s Buffet	\$ 25,000.00
• The Gettysburg Hotel Est. 1797	\$ 25,000.00
• C & D Bar and Grill, Inc.	\$ 25,000.00
• Dobbin House Tavern	\$ 30,000.00

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*CHIRP cont’d:*

<u>Business</u>	<u>Award</u>
• Hospitality Mgmt. Corp.-Altland House	\$ 30,000.00
• The Pub & Restaurant	\$ 30,000.00
• Battlefield Bed & Breakfast	\$ 30,000.00
• The Flying Bull	\$ 40,000.00

**Adams County Conservation District:**

Presentation from Adam McClain, District Manager, the 2020 Adams County Conservation District Annual Report.

**Planning Department:**

Presentation from Sherri Clayton-Williams, Director, of the Adams County Equine Study.

**Office of Budget and Purchasing:**

Recommendation from Melissa Devlin, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign and execute Lease Agreement #450-7407123-025 with Kyocera Document Solutions/Quality Digital Office Technology for the renewal of eight (8) printer/copiers and scanners for the Register & Recorder. The monthly lease payment is \$172.96, the term is sixty (60) months, for a total of \$10,377.60 over the life of the lease, to be paid out of contracted services.

### **Department of Emergency Services:**

Recommendation from Warren Bladen, Director and after review by Solicitor Molly R. Mudd that the Board of Commissioners approve and execute the Comcast Business Service Order with Comcast Cable Communications Management, LLC. The Agreement will provide IP addresses for the Department of Emergency Services NG911 initiative. The term of the Agreement is two (2) years, the monthly service charge is \$158.39, with a one-time non-recurring installation charge of \$29.95, for a cost to the County totaling \$3,831.31 over the life of the Agreement. This is a budgeted expense.

### **Information Technology:**

Recommendation from Phillip Walter, CIO and after review by Solicitor Molly Mudd, that the Board of Commissioners sign and execute the following:

- Master Services Agreement with DigiCert, Inc., of Salt Lake County, Utah. This Agreement allows the County to renew its SSL certifications enabling secure connection to the Department of Homeland Security for threat intelligence and

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#### **Information Technology cont'd:**

cybersecurity efforts. The term of the Agreement is three (3) years, the cost is \$666.40 paid from contracted services.

- Certificate Services Agreement with GoDaddy.com, LLC. This Agreement allows the County to renew its SSL wildcard. The term of the Agreement is one (1) year, the cost is \$449.99 paid from contracted services.
- Quote #1011964 for Meraki 2021 with Link Computer Corporation for Meraki MR Enterprise Cloud Controller License and Support. The purchase of this licensing enables the County to leverage software which provides: Internal Wireless Access Point Licensing (Public Wifi); and Licensing of a Security Camera to monitor Sach's Covered Bridge. The cost of the contract is \$1,242.00 and the term of the contract is for one (1) year. The cost will be paid from contracted services.

### **Commissioner's Office:**

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

- Appoint Chairman Randy L. Phiel to sign, on behalf of the Board, Change Order #4 with Contractor Hull Electric Services Inc. of Gettysburg for renovations to the Mercy House, adding \$1,640.41 to the Contract for two (2) monitor modules for sprinkler flow sensors added to the upper and lower parts of the elevator shaft, including revisions to the fire alarm system.
- Standard Short Form of Agreement (AIA Document B105) and accompanying April 5, 2021 Proposal including Scope of Work with Crabtree, Rohrbaugh & Associates of Mechanicsburg. This Agreement provides for the architectural evaluation of County properties located at 34 East Middle Street and 19 West High Street as

potential sites for a Women's Opioid Recovery House. The Agreement is effective April 5, 2021, at a total cost to the County of \$3,600.00.

- Recommendation from the Finance Governance Team that the Board of Commissioners approve and sign the Adams County Fund Balance Policy #2021-3, effective April 21, 2021.

**Personnel Report:**

Court:

- Employment of Christian Sweger, Law Clerk for Judge George, Part Time, effective May 17, 2021
- Separation of employment of Indiana Bolger, Conference Officer in Domestic Relations, effective April 30, 2021 with the intent to post and fill.

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Personnel Report cont'd:

Veteran's Affairs:

Recommendation from Stan Clark, Director, to approve the employment of Carl Freeman, Veteran's service Officer, effective April 12, 2021.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Molly Ryan, Caseworker 1-Independent Living, effective April 26, 2021.

Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the employment of Tammy Null and Dina Knauss, 911 Telecommunicator Trainees, effective April 19, 2021.

Separation of Employment with permission to post:

- Lynda Bohager, IT Trainer, effective April 7, 2021
- Nicole Rodkey, Legal Aide, effective April 27, 2021
- Thomas Redmond, Caseworker 1, effective April 15, 2021
- Eric McCoy, Assistant Solicitor, effective April 30, 2021
- Rescind offer of employment to Dina Knauss, 911 Telecommunicator Trainee, effective April 19, 2021
- Jessica Foster, Corrections Officer, effective May 2, 2021
- Albony Bluit, Corrections Officer, effective April 18, 2021
- Tracy Griffin, Corrections Officer, effective April 17, 2021
- Shianne Teal, Corrections Officer, effective April 22, 2021
- Daniel Donoghue, Sr., Corrections Officer, effective April 12, 2021
- Sonny Williams, Corrections Officer, effective April 27, 2021

**Expenditures:**

Approve the following expenditures for the period April 5, 2021 through April 16, 2021:

General Fund Total	\$ 1,413,599.43
General Fund	\$ 421,444.88
Payroll – Week #15	\$ 992,154.55

Children & Youth Services	\$	194,879.34
HazMat Fund	\$	97.24
CDBG Fund	\$	87,656.40
Ag Land Funds	\$	55,542.69
Commissary Fund	\$	2,211.75
Hotel Tax Fund	\$	70,595.68
Human Services	\$	3,317.50

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*Expenditures cont'd:*

Act 13 Bridge Improvements	\$	72,799.69
Capital Projects	\$	247.32
911 Fund	\$	33,711.30
Internal Service Fund	\$	478,694.09

**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:**