

WEDNESDAY, OCTOBER 16, 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; Karen Heflin, Register & Recorder; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Michele Miller, HR Director; John Lewis, Respective Solutions Group; News Reporter Alex Hayes, *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 September 25, 2019 Commissioners' Meeting as presented.

Motion carried.

Executive Session:

Chairman Phiel noted an Executive Session will be called at the discretion of the Board of Commissioners to discuss attorney client/personnel issues and we anticipate no further business to be conducted.

Proclamation:

Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim October 2019 as "**National Bullying Prevention Month**" in Adams County. This proclamation was presented to John Lewis, Respective Solutions Group and Michelle Kern, Collaborating for Youth.

Motion carried.

Public Comment:

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

Register & Recorder:

With recommendation by Register & Recorder Karen Heflin, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners nominate Chairman Randy L. Phiel to execute on behalf of the Board the PropertyCheck for Resoution3 with Cott Systems of Columbus Ohio, for a free-of-charge subscription-based add-on to the Register & Recorder system that enables constituents to receive automatic notification of any recorded document that affects their property. Enrollment for the service requires the property owner to submit a web-based application from the County website, said use and process having been vetted and approved through the IT Department.

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, to award the Food Service Contract at the Adams County Adult Correctional Complex to Trinity Services Group, Inc. of Oldsmar, Florida as follows: 2,800 Calories, with Enhanced Staffing Level, at a per meal cost of \$1.48 per meal for inmate and staff meals.

Motion carried.

Building & Maintenance

With recommendation by Director Larry Steinour, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners appoint Chairman Randy L. Phiel to execute on behalf of the Board Agreement #528440565 with Johnson Controls of New Cumberland for the replacement of the Flanged Check Valve on the Fire Department Connection Supply Line at the HSB, at a cost to the County of \$2,792.

Motion carried.

Clerk of Courts

With recommendation by Director Kelly Lawver, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve and sign the CCAP Court Appearance Notification Project Proposal dated March 26, 2019 as an addendum to the CJ-UCM Unified Criminal Justice Case Management System, said amendment will build functionality in to the existing UCM platform to capture contact information for defendants and send notifications of upcoming court appearances by means of text messaging and /or email reminders. The agreement is for a term of (1) year, with an estimated cost to the County of \$13,140.00.

Motion carried.

Coroner:

With recommendation by Patricia Felix, Adams County Coroner, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the fee schedule agreement for autopsy services provided by Forensic Pathology Associates for the 2020 calendar year at the following rates:

- Forensic Autopsy Service, Routine: \$1,555
- Neuropathology Consultative Services: \$750
- Radiology: rate TBD by Lehigh Valley Health Network-Cedar Crest Campus

Motion carried.

Human Resources:

With recommendation by Michele Miller, Director of Human Resources, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve an addendum to the Master Services Agreement with ADP, LLC, dated March 22, 2016, and a guaranteed pricing agreement effective November 1, 2019 through October 31, 2022 at the following rates for purposes of payroll management and benefit administration:

Year 1 (11/01/2019 to 10/31/2020): 0% increase

Year 2 (11/01/2020 to 10/31/2021): 0% increase

Year 3 (11/01/2021 to 10/31/2022): 1% increase

Motion carried.

Commissioners

- With recommendation by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the Professional Services Agreement with John Boozer, d/b/a Franklin Advisory of Chambersburg for professional construction management services for the Mercy House Renovation Project to ensure Plans and Specifications are met and to advise the County on potential construction efficiencies, at a cost to the County of \$125.00/hour, not to exceed \$50,000.

Motion carried.

- With recommendation by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners Nominate Chairman Randy L. Phiel to execute on behalf of the Board the Registered Investment Advisor (RIA) Form changing the RIA for the County's John Hancock Retirement Plan Services Group Annuity Advisor to the Cornerstone Advisors Asset Management Group, effective October 1, 2019.

Motion carried.

- Board Chairman Phiel noted for the record the increased Renewal Rate for Sun Life Assurance Company for Group Dental Coverage under Policy #923175 at less than 1% increase over 2019 rates.
- With recommendation by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners award the Bid for the "Exterior Painting above the Second Story Windows of the Old Historic Courthouse Building" to M & A Coatings LLC, 1508 Amity Ridge Road, Washington, PA in the bid amount of \$45,000.00.

Motion carried.

Personnel Report:

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

Separation of Employment

- Melissa Calderon, Caseworker 2-Intake, effective October 23, 2019

Motion carried.

Other Business:

No Other Business was brought before the Board at this time.

Executive Session:

Board Chairman Phiel called for an Executive Session at 9:24 a.m. this date to discuss attorney/client and personnel issues and anticipate no further business to be conducted.

Meeting Reconvened:

Chairman Phiel reconvened the Commissioner's Meeting at 11:45 a.m. this date with the following in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Solicitor Molly R. Mudd, Assistant Solicitor Sean Mott and Chief Clerk Paula V. Neiman.

Adjournment:

Mr. Qually moved, seconded by Mr. Phiel, to adjourn the Commissioner's Meeting at 11:47 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk