

AGENDA, WEDNESDAY, FEBRUARY 23, 2022:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the February 9, 2022 Commissioners' Meeting as presented.

Proclamation:

- **"BLACK BALLOON DAY"** in Adams County – March 6, 2022

Presentation:

Doug Miller - Presentation of the Optimist Club Law Enforcement Award to Warden Katy Hileman and Deputy Warden Larry Snyder.

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.*

Sheriff:

Recommendation from Sheriff James Muller, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Customer Order Form Agreement with Eagle Wireless Communications, LLC, a Pennsylvania company. This Agreement provides for the installation of a Geotab G09 vehicle tracking device on the Sheriff's transport van for a one-time fee of \$15.30. In addition, there is a monthly software/service fee of \$20.15 for a term of 17 months, totaling \$342.55 over the life of the Agreement. This purchase is made pursuant to Sourcewell Cooperative Purchasing Contract No. 020221-GEO. The Agreement is effective February 23, 2022 for a 17 month term.

Treasurer:

Note that Treasurer Christine Redding, pursuant to Section 606 of the County Code, has appointed Kierstyn M. Green as Chief Deputy Treasurer for Adams County to possess and discharge all rights, powers and duties of the Office effective January 3, 2022 and continuing throughout her term of office. It is also noted that pursuant to Section 807 of the County Code, the Treasurer has secured the professional services of John A. Wolfe as Solicitor for the Treasurer's Office, effective January 3, 2022 and continuing throughout her term of office.

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Children & Youth Services:

Recommendation from Sarah Finkey, Administrator and after review by Solicitor Molly Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board the February 7th Letter Agreement with Attorney Kris Accardi for representation of the County in a TPR and COG hearing regarding in re: M.R., scheduled for hearing before the Court for March 3, 2022. Counsel will receive \$100.00/hour for representation of the County in this matter.

IT Department:

Recommendation from Phil Walter, CIO and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to sign the Agreement with GoDaddy, an Arizona company, for four external web-based SSL certifications. These certifications are applied to the County's servers to enable outside entities to make secure connections. The term of the Agreement is two (2) years, commencing on February 23, 2022 and terminating on February 22, 2024. Total cost to the County is \$1,439.92.
- Designate Chairman Randy L. Phiel to approve the Agreement with Network Solutions, a Virginia company, for renewal of our adamscounty.us domain name. The term of the Agreement is twenty years, commencing on February 23, 2022 and terminating on February 22, 2042. Total cost to the County is \$759.80.
- Designate Chairman Randy L. Phiel to sign the Quote from Tenable, a Maryland company, for the Nessus Professional Software. Nessus is a security scan tool that can provide detailed vulnerability scans and assessments on the network environment, detecting a wide range of vulnerabilities, configuration issues, and malware in physical or virtual environments. The term of the license is one (1) year, commencing on February 23, 2022 and terminating on February 22, 2023. Total cost to the County is \$2,790.00.

Building and Maintenance:

Recommendation from Larry Steinour, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Quote from Winter Engine-Generator Service, Inc., a York, Pennsylvania company, for maintenance of the County's emergency standby generator sets. The term of the Agreement is three (3) years, commencing on January 1, 2022 and terminating on December 31, 2024. Yearly cost to the County is \$7,135.00, for a total of \$21,405.00 over the term of the Agreement.

Human Resources:

Recommendation from Michele Miller, Director, to approve the Adams County Compensation Plan for Children & Youth Services Employees for 2022, effective January 3, 2022 for submission to the PA Department of Human Services.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Quote from Keyser Consulting Group, a Gettysburg, PA company, for maintenance of the Prison's Polycom system. This quote is made pursuant to eMarketplace Cooperative Purchasing Agreement #4400020816. The term of the Agreement commences February 1, 2022 and terminates on November 30, 2023. Total cost to the County is \$800.13.
- Grant application for the Adams County Bar Foundation in the amount of \$21,247.50. If approved, this grant would fund computers, calculators, GED test preparation materials and other programming for the purpose of providing inmates with vocational and educational advancement opportunities in order to reduce recidivism rates, and to prepare inmates upon release from the ACACC to return to the community as productive members.

Commissioner's Office:

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

- Execute the following documents relative to the collection of school district taxes for the Upper Adams School District, for the period July 1st, 2022 through June 30th, 2024:
 - Adopt Resolution No. 2 of 2022 whereby the Board does Resolve and Direct the Adams County Treasurer to collect school district taxes for the Upper Adams School District, pursuant to the statutory authority found at 72 P.S. Section 5511.4b, due to the continued vacancy in the position of the School District Tax Collector, such collection to occur at the times and pursuant to the terms outlined in the Agreement below; and
 - Review to approve the Agreement for Collection of School Taxes For Upper Adams School District, whereby the Adams County Treasurer shall undertake all tax collection duties within the Upper Adams School District for school district taxes due and owing.

Commissioner's Office cont'd:

- Intergovernmental Contract between the Board of Commissioners, Court Administration, and the Court of Common Pleas, Domestic Relations Section (DR) to provide for clerical assistance from Court Administration to DR due to limited staff compliment. The clerical assistance will maintain and improve the effectiveness of the Title IV-D Child Support Enforcement Program by ensuring that the functions set forth in the Title IV-D Cooperative Agreement as required by federal regulations under Title 45 of the Code of Federal Regulations (45 CFR) Part 75 and Chapter III are properly, efficiently, and effectively carried out. The term of the contract is February 14, 2022 to April 30, 2022. Compensation for Court Administration employee(s) shall be governed by the terms of the Collective Bargaining Agreement between the County and Teamsters Local Union 776 Court Appointed Support Staff Bargaining Unit.
- Approve Ordinance No. 1 of 2022 – An Ordinance of the County of Adams, Commonwealth of Pennsylvania, enacting, establishing, levying and setting a Hotel Room Rental Tax required for the specific purposes of the County Government, hereinafter set forth.

Personnel Report:

Court:

Recommendation from Don Fennimore, Court Administrator to note the following:

- Employment of Paige Mumma, Probation Officer, effective February 22, 2022
- Separation of Employment for LeighAnn Abraham, General Clerk in the Probation Department, effective March 4, 2022. Ms. Abraham is transferring to the Planning Department

Sheriff:

Recommendation from Sheriff James Muller to note the employment of Donald Boehs, Deputy First Class, effective February 22, 2022.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the amended date of hire for Montana Sigel, Caseworker 1 and Aparna Bhanu, Program Specialist 1-QA from February 7, 2022 to February 22, 2022.

Building & Maintenance:

Recommendation from Larry Steinour, Director, to approve the employment of Gary Angell, Part time Regular Maintenance Tech 2 Special Project, effective February 22, 2022.

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Personnel Report cont'd:

Adams County Adult Correctional Complex:

- Recommendation from Warden Katy Hileman, pending successful completion of background screenings, the employment of the following Corrections Officers: Kristn Miller, effective February 7, 2022; Diantra' Landry, effective February 18, 2022; Christopher Raylock, effective April 25, 2022

Separation of Employment with permission to post:

- Retirement of Cynthia Keeney, Director of Victim Witness, effective May 2, 2022
- Retirement of John Lucabaugh, Lead Security Officer, effective March 11, 2022
- Shane Hayes, Corrections Officer Trainee, effective February 10, 2022
- Francis Levenduski, Corrections Officer, effective February 14, 2022
- Steven Atwood, Corrections Officer, effective February 18, 2022
- Christopher Hardman, Corrections Officer, effective March 3, 2022

Expenditures:

Approve the following expenditures for the period February 7, 2022 through February 18, 2022:

General Fund Total	\$ 1,662,200.59
General Fund	\$ 654,497.93
Payroll – Week #7	\$ 1,007,702.66
Children & Youth Services	\$ 234,354.36
Liquid Fuels	\$ 2,114.35
HazMat Fund	\$ 2,628.10
Law Enforcement	\$ 190.00
Commissary Fund	\$ 24,977.46
Hotel Tax Fund	\$ 121,124.51
Act 13 Bridge Improvements	\$ 4,813.89
Capital Project-Reserve	\$ 6,125.00
911 Fund	\$ 183,500.95
Internal Service Fund	\$ 81,697.80

Other Business:

Solicitor Mudd
Commissioner Qually
Commissioner Martin
Commissioner Phiel

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Salary Board Meeting:

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

Adjournment: