

WEDNESDAY, APRIL 20, 2022:

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. at the Adams County Courthouse, Historic Courtroom and via conference call with Chairman Randy Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Steve Nevada, County Manager; Solicitor Molly R. Mudd; John Phillips, Controller; Beth Cissel, Deputy Controller; Michele Miller, HR Director; Don Fennimore, Court Administrator; Todd Garret, Budget Analyst 2; Cindy Keeney, Outgoing Director of Victim Witness; Sherri Clayton-Williams, Planning Director; Robin Fitzpatrick, President, Adams Alliance; Participating via phone - Sarah Finkey, CYS Administrator; Daryl Crum, Tax Services Director; Samantha Hoffman, Victim Witness Director; Chuck Stangor, Gettysburg Connections and Judy DeHaas; News Reporter Alex Hayes, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the April 6, 2022 Commissioner's Meeting as presented.

Motion carried.

Proclamation:

- Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim April 24-30, 2022 as **"NATIONAL CRIME VICTIMS WEEK"** in Adams County. This proclamation was presented to Cindy Keeney, Victim Witness Director.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to adopt and proclaim April 2022 as **"NATIONAL COUNTY GOVERNMENT MONTH"** in Adams County.

Motion carried.

Public Comment:

No Public Comments were addressed to the Board at this time.

Probation Services:

With recommendation from Chief Gale Kendall, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin to approve the 2022-2023 Intermediate Punishment Treatment Program Grant (#37282) application made through the PA Commission on Crime and Delinquency (PCCD) for \$88,573.00 in state funds. This money will be used to purchase supplies, including Risk/Need Assessments, online DUI classes, drug testing supplies, and a tablet for use by the Work Release Program, as well as funding an Adams County Probation DUI Assessor. The application is effective April 20, 2022. No County match is required.

Motion carried.

Tax Services:

With recommendation from Chief Assessor Susan Miller, Mr. Martin moved, seconded by Mr. Qually to approve the following Disabled Veterans Real Property Exemption Certifications; Removal of Tax Exemption and Personal Tax Exemptions:

- Althea D. Wood, 15 Deer Trail, Fairfield, PA, Parcel #43023-0126, located in Hamiltonban Township for an additional .39 acre of land to be combined with the existing exempt parcel, effective with the 2022-2023 School Taxes

- Mark Hopkins, 89 Tiffany Lane, Gettysburg, PA, Parcel #09E13-0151, located in Cumberland Township, for his home on .55 acres, effective with the 2022-2023 School Taxes
- Helen Merz, 90 Knight Road, Lot 60, Gettysburg, PA, surviving spouse of Donald Merz, for the existing exemption to remain on Parcel #09F15-0065---060

Removal of Tax Exemption:

- Marianne L. Knight-Schiavoni, 68 Mountain Road, Orrtanna, PA, for Parcel #12B08-0013E---005, located in Franklin Township, to have the exemption removed and the property placed back on the tax rolls, effective with the 2022-2023 School Taxes

Personal Tax Exemption Requests:

- Approve exoneration of personal taxes for the following who have met the guidelines of County policy: Robert Doyle, Berwick Township; Maybelle Altland, Ruth Bradley, Robert Bradley, Theresa McCarty and Mildred Hull, all of Oxford Township and Mary Kessler, Straban Township

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin to 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, 2022 through June 30, 2023 at a quarterly fee of \$8,785.51 (\$35,142.04 in total).
 - HIPAA Business Associate Agreement – Provides for the protection of certain confidential health data in accordance with HIPAA. Effective April 20, 2022, 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 total cost not to exceed \$30,000.00.
 - Child Welfare Information Solution (CWIS) Maintenance Agreement – Provides for continued maintenance, development, and implementation of the CWIS system and upgrades in coordination with the PA Department of Human Services. Effective July 1, 2022 through June 30, 2023 at a total cost of \$3,948.01.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually to approve the Professional Services Agreement with Kelly L. McNaney, Esq., a licensed Pennsylvania attorney. Ms. McNaney will be providing legal services to Children & Youth Services at a rate of \$100.00/hour as needed. This Agreement is effective March 1, 2022 and expires July 1, 2022.

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin to approve a Subsidy Agreement with S.J. on behalf of K.W. in the subsidy amount of \$912.50/month.

Motion carried.

Planning Department:

With recommendation from Sherri Clayton-Williams, Director, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually to approve the

extension request for the Carroll Valley Parks Recreation & Green Space Grant Trail Project, with an initial extension to June 30, 2022 and a subsequent extension to run through December 31, 2022, with the extensions to run sequentially and not concurrently.

Motion carried.

Building and Maintenance:

With recommendation from Larry Steinour, Director and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin to designate Chairman Randy L. Phiel to sign the Quote with Clark Equipment Company, d/b/a Bobcat Company, a North Dakota company, for a new Bobcat Skid Steer Loader. This Quote is made pursuant to PA State Contract #4400019949. The Quote becomes effective April 20, 2022. Total cost to the County is \$48,470.36.

Motion carried.

Adams County Adult Correctional Complex:

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually to approve and designate Chairman Randy L. Phiel to sign the Quote with Motorola Solutions Inc., an Illinois company, for repair work to the prison's handheld radios and base units. This service agreement will cover 53 handheld radios and 2 base stations. It is further recommended that the Board sign the Addendum to the Service Terms and Conditions, which incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement is one (1) year, commencing on May 1, 2022 and terminating on April 30, 2023. Total cost to the County is \$5,540.64.

Motion carried.

Adams County Board of Elections:

Sitting as the Adams County Board of Elections and with recommendation from Angela Crouse, Elections Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually shall select and fix Polling Places within the respective election district as follows, as authorized by 25 P.S. Section 2726 of the Election Code:

- Franklin #1 and #2 Polling Places permanent change beginning with the May 2022 Primary Election, moving from the Jesus is Lord Ministries to the Cashtown Fire Department, 1111 Old Route 30, Cashtown, pending approval by the Cashtown Fire Department at their public meeting on April 19, 2022. NOTE: The Board of Elections did receive approval last night at the Cashtown Fire Department meeting.

Motion carried.

Commissioner's Office:

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

- Authorize the advertisement of Ordinance No. 2 of 2022 establishing a real estate tax exemption program pursuant to the Local Economic Revitalization Tax Act ("LERTA") for eligible deteriorated property in the area of Berlin Junction, Oxford Township. This Ordinance is consistent with Oxford Township Resolution No. 2022-16 passed unanimously by the Board of Supervisors on or about March 2, 2022 and Conewago Valley School District Resolution No. 122 passed unanimously by the Board of School Directors on or about April 11, 2022 and will be adopted at the Adams County Commissioners' public meeting to be held on May 4, 2022.

Motion carried.

Personnel Report:

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

Court:

- Domestic Relations – 1) Separation of employment of Brett Hayes, Conference Officer, effective April 29, 2022 with the intent to post; 2) Employment of Mahadeb Pai, General Clerk, effective April 18, 2022

Controller:

Recommendation from Controller John Phillips, to approve the employment of Tammy Noel, Staff Accountant-GL, effective April 18, 2022.

Security:

Recommendation from Mark Masemer, Director, to approve the employment of Patrick Hazel, Security Officer, effective April 18, 2022.

Adams County Adult Correctional Complex:

- Recommendation from Warden Katy Hileman, pending successful completion of background screenings, approve the employment of the following Corrections Officers: Brandon Kelley, effective April 11, 2022; Madisen Kling, effective May 31, 2022

Separation of Employment with permission to post:

- Benjamin Parr, Telecommunicator Supervisor, effective April 26, 2022
- Betty Dabler, Program Specialist-Mentoring, Children & Youth, effective May 6, 2022
- Michael Simms, Corrections Officer Trainee, effective April 13, 2022
- Rescind offer of employment for Scott Stanga, Corrections Officer, effective April 11, 2022

Motion carried.

Expenditures:

Mr. Martin moved, seconded by Mr. Qually to approve the following expenditures for the period April 4, 2022 through April 15, 2022:

General Fund Total	\$ 1,360,202.66
General Fund	\$ 294,103.90
Pcard Payment	\$ 12,614.47
Payroll – Week #15	\$ 1,053,484.29
Children & Youth Services	\$ 156,275.61
HazMat Fund	\$ 106.64
CDBG	\$ 89,156.79
Commissary Fund	\$ 2,245.96
Hotel Tax Fund	\$ 110,063.19
Act 13 Bridge Improvements	\$ 87,526.54
911 Fund	\$ 4,569.02
Internal Service Fund	\$ 295,944.23

Motion carried.

Other Business:

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

Salary Board Meeting:

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

Adjournment:

Mr. Qually moved, seconded by Mr. Martin, to adjourn the Commissioner's Meeting at 9:53 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk