

AGENDA, WEDNESDAY, APRIL 16, 2025:

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

Pledge of Allegiance

Minutes:

Approve the April 2, 2025 Commissioners' Meeting Minutes as presented.

Presentation:

Certificate of Recognition pertaining to the Elections/Voter Registration Department.

Proclamation:

- **“NATIONAL PRESCRIPTION DRUG TAKE BACK DAY”** – April 26, 2025
- **“NATIONAL PUBLIC SAFETY TELECOMMUNICATOR’S WEEK”** -
April 13-19, 2025

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.*

District Attorney:

Recommendation from District Attorney Brian Sinnett, to approve the submission of the STOP Violence Against Women Grant (2024-VA-01/02/03-44102) Amendment #1 Project Modification Request to PA Commission on Crime & Delinquency. This Project Modification Request addresses personnel changes, including title changes and salary rate changes since the initial application, in the Adams County District Attorney's Office, PCAR and Safe Home.

Children & Youth Services:

- Recommendation from Sarah Finkey, Administrator, to approve the 2025-2026 Purchase of Service Agreements with the following: Alternative Living Solutions; New Foundations; Hempfield Behavioral Health; Pennsylvania Comprehensive Behavioral Health; Bilingual Conexion; Pennsylvania Counseling Services; PivotStone; Commonwealth Clinical Group, Inc.
- Recommendation from Sarah Finkey, Administrator, to approve the 2025-2026 Purchase of Service Agreement with Hoffman Homes.

Planning Department:

Recommendation from Sherri Clayton-Williams, Director, to approve the following appointments for the enforcement of the Adams County Zoning Ordinance as applied in Germany and Menallen Townships and assist in zoning enforcement for East Berlin Borough. The effective date for these appointments will be as long as the County Zoning Ordinance is necessary.

- Re-appointment of Robert Thaeler, Adams County Zoning Officer
- Assistant Zoning Officers – Andrew Merkel; Jenna Smith, Madyson Rosenberry; Miah Gresh; Aaron Ebner

Act 137 Housing Committee:

Recommendation from Sherri Clayton-Williams, Director, on behalf of the Adams County Act 137 Housing Committee, and after review from Solicitor Molly R. Mudd, that the Board of Commissioners approve a grant from the Housing Trust Fund in the amount of \$250,000.00 to Luminest to support the construction of 40 affordable senior rental housing apartment units, veterans preferred, to be located on a parcel adjacent to Misty Ridge.

Adams Response and Recovery Fund (ARRF):

Recommendation by Director Sherri Clayton-Williams, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve:

- Amendment #2 to the Subrecipient Agreement for Adams Response and Recovery Fund (ARRF) with South Central Community Action Programs (SCCAP). This Amendment amends the scope of SCCAP's original project proposal under the September 13, 2023, Subrecipient Agreement which allocated \$465,000 to add four units of affordable housing to the second floor of the building housing their homeless shelter. The modified scope provides for a commercial handicap inclined chairlift as the means of accessing the second floor apartments, instead of an elevator. All other terms of the original Subrecipient Agreement, including the amount of grant funding, will remain the same. This Amendment is effective September 13, 2023.
- Amendment to the Adams County Affordable Housing Trust Fund Agreement with SCCAP. This Amendment amends the scope of SCCAP's original Application under the June 12, 2024 Agreement, which allocated \$300,000 for their affordable housing project. The modified application provides for a commercial handicap inclined chairlift as the means of accessing the second floor apartments, instead of an elevator. All other terms of the original Agreement, including the amount of grant funding, will remain the same. This Amendment is effective June 12, 2024.

Information Technology:

- Recommendation by CIO Phil Walter, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to approve the quote from Exucom Systems, Inc., an Illinois company, for a FaxFinder Cloud annual subscription. FaxFinder provides the ability for all offices to securely and digitally send and receive faxes. It is further recommended that the Commissioners sign the Addendum to the Exucom and Faxfinder Hybrid and Full Cloud Terms of Service, which incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement is one year, commencing April 16, 2025 and terminating April 15, 2026. Total cost to the County is \$5,745.60.

- Recommendation by CIO Phil Walter, and after review by Solicitor Molly R. Mudd, that:
 - The Board of Commissioners designate Chairman Randy L. Phiel to sign the Web Enrollment Agreement with the County Commissioners Association of Pennsylvania (CCAP), which allows the County to leverage CCAP IT resources including website framework and training resources. The term of the Agreement is three years, commencing April 16, 2025 and terminates April 15, 2028. Total cost to the County for year one is \$10,000.
 - The Board of Commissioners sign Memorandums of Understanding with the following municipalities concerning Website services provided by County IT:
 - Abbottstown Borough
 - Arendtsville Borough
 - Bendersville Borough
 - Biglerville Borough
 - Bonneauville Borough
 - Butler Township
 - Cumberland Township
 - Freedom Township
 - Hamiltonban Township
 - Highland Township
 - Huntington Township
 - Liberty Township
 - Littlestown Borough
 - McSherrystown Borough
 - Mount Pleasant Township
 - Reading Township
 - Reading Township Municipal Authority
 - Tyrone Township

The terms of the MOUs commence on April 16, 2025 and terminate December 31, 2025.

Adult Correctional Complex:

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Project Modification Request related to PA Commission on Crime and Delinquency (PCCD) Subgrant # 41001 (“Transition to Recovery”). This Request seeks to reallocate \$91,691.00 of the total \$249,483.00 in PCCD grant funds anticipated to be used for the MAT LPN position, which position is now being funded through opioid settlement funds. Funding totaling \$91,691.00 earmarked for the MAT LPN will be reallocated to make the MAT Case Manager position full time; increase medication doses supported by the grant; provide MAT staff trainings; and to support individualized treatment planning. This Request is effective April 16, 2025, for the project period beginning January 1, 2024, through December 31, 2025.

Human Resources:

Recommendation by Director Michele Miller, and after review by Solicitor Molly R. Mudd, that the Board approve the following agreements with Capital Blue Cross and Capital Advantage Assurance Company:

- Administrative Services Only Group Contract – This Agreement provides that CBC will administer County health benefits and enrollment of members on behalf the County. Administrative fees for years 2025 and 2026 are \$43.75 per contract per month for PPO and Rx, and vision is \$1 per contract per month. This Agreement is effective April 16th, 2025 through December 31st, 2026.
- PPO Group Preferred Provider Benefits Booklet – This Agreement outlines the terms of coverage and benefits available to members of the PPO plan. This Agreement is effective for 2025.
- Rx Card Plan Benefits Booklet - This Agreement outlines the terms of coverage and benefits available to members related to prescription drugs. This Agreement is effective for 2025.
- Capital Blue Cross Vision Benefits Booklet - This Agreement outlines the terms of coverage and benefits available to members of the vision plan. This Agreement is effective for 2025.

Commissioners:

- Recommendation from Solicitor Molly R. Mudd that the Board of Commissioners approve the appoint of Commissioner James E. Martin to the Adams County Housing Authority Board of Directors for a four-year term, effective April 1, 2025 through March 31, 2029.
- Recommendation from County Administrator Steve Nevada, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners review and approve the April 14th 2025 Application & Certificate for Payment #2 by Contractor The Efficiency Network for payment totaling \$85,453.20 for materials and installation of the solar array at the Human Services Building site.

AGENDA, WEDNESDAY, APRIL 16, 2025

Page 5 of 6

Personnel Report:

Clerk of Courts:

- Approve the employment of Maribel Alvarez Rico, Court Specialist 1, effective April 14, 2025, pending successful completion of all pre-employment requirements.

District Attorney:

- Approve Rose Seabrooks as an Unpaid Intern, effective May 12, 2025, pending successful completion of all pre-employment requirements.

Children & Youth Services:

- Approve Makenna Taylor as an Unpaid Intern, effective May 5, 2025 through January 30, 2026, pending successful completion of all pre-employment requirements.

Emergency Services:

- Employment of Yuliana Zuniga, Telecommunicator, effective April 7, 2025, pending successful completion of all pre-employment requirements.

Elections/Voter Registration:

- Employment of Nina Walter. General Clerk, Part time as Needed, effective April 14, 2025

Adams County Adult Correctional Complex:

- Employment of the following Corrections Officers, pending successful completion of all required pre-employment screenings: Travis Reifsnider, Jordan Jones, Hilda Negura and Quentin Green, Tristan Kuhn, effective May 5, 2025
- Employment of Reagan Rhoades, Correctional Program Specialist, effective May 5, 2025
- Rayton Walker, Correctional Program Specialist, effective April 21, 2025. Mr. Walker is being promoted from Corrections Officer.
- Aimee Rosenblatt, Sergeant, effective April 7, 2025. Sergeant Rosenblatt is being promoted from Corrections Officer.

Separation of Employment with permission to post:

- Corrections Officers: Christian Logue, effective March 31, 2025; Sharif Welton, effective April 1, 2025;

Expenditures:

Approve the following expenditures for the period March 31, 2025 through April 11, 2025:

General Fund	\$ 410,300.73
Payroll – Week #15	<u>\$ 1,129,341.41</u>

Total General Fund **\$ 1,539,642.14**

AGENDA, WEDNESDAY, APRIL 16, 2025

Page 6 of 6

Expenditures continued:

Children & Youth Services	\$ 150,965.83
Commissary Fund	\$ 506.50
Records Management	\$ 2,836.00
Act 137	\$ 8,031.22
Hotel Tax Fund	\$ 221,111.84
Human Services	\$ 1,633.00
Parks, Recs & Green Space Prgm	\$ 6,090.00
Capital Project	\$ 584.35
911 Fund	\$ 699,725.93
Internal Service Fund	\$ 6,292.00
Total Special Funds	\$1,097,776.67
Total Expenditures	\$2,637,418.81

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: