

WEDNESDAY, SEPTEMBER 25, 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 L. Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Molly R. Mudd, Solicitor; Beth Cissel, Deputy Controller; Michele Miller, HR Director; Don Fennimore, Court Administrator; Sean Mott, Assistant Solicitor; Phil Swope, Staff Accountant; Sherri Clayton Williams, Planning Director; Rebecca Moreland, Grants Coordinator; Ellen Dayhoff, Resources Manager; Daryl Crum, Tax Services Director; Sara Brensinger, Purchasing Coordinator; John Phillips; News Reporters Alex Hayes and Amy Marchiano, *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 18, 2019 Commissioners' Meeting as presented.

Motion carried.

Public Comment:

No Public Comment was brought before the Board at this time.

Finance Department:

With recommendation from Phil Swope, Staff Accountant, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners appoint Chairman Randy L. Phiel to execute on behalf of the Board, Equipment Lease Agreement #450-7407123-015 with Quality Copy Products, Inc. for the lease of (23) copier/printer units over a (60) month term at \$1,250.89/month, at a cost to the County of \$75,053.40 over the life of the agreement. Further recommendation that the Chairman execute the Maintenance Agreement for Lease #450-7407123-015 for equipment located at the Courthouse, HSB, Prison and Ag Center locations at a fee based upon the monthly meter reading for monochrome copy/print for the life of the lease.

Motion carried.

Tax Services:

With recommendation by Daryl Crum, Director, and after review by Solicitors David K. James, III and Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners, in their role as direct Supervisors of the Adams County Tax Claim Bureau, approve changing the Adams County Repository for Unsold Properties Policy by setting the minimum bid of a property subject to a Repository Sale, except to the County, to that which is equal to those costs set forth in the upset price at the prior sale, and the additional costs incurred relative to the prior judicial sale and current Repository Sale.

Motion carried.

Planning Department:

- With recommendation from Sherri Clayton-Williams, Director, Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy L. Phiel to sign an extension for the 2016-2017 Parks Recreation and Green Space Grant Program projects for the following:
 - Conewago Township – Plum Creek Community Park development to coincide with a DCNR grant
 - Germany Township – Municipal Park development to coincide with a DCNR grant

Motion carried.

- Planning Commission Board:

With recommendation from Sherri Clayton-Williams, Mr. Martin moved, seconded by Mr. Qually, to re-appoint the following to the Adams County Planning Commission Board for another four-year term effective through December 31, 2023 – John Lerew and William Smith, Jr.

Motion carried.

NOTE: There is one opening for another board member to serve a four-year term. If interested, please contact the Adams County Planning Department.

- Agricultural Land Preservation Program:

With recommendation from Ellen Dayhoff, Rural Resource Manager, and after review by Solicitor Molly R. Mudd, to approve the inclusion in the Ag Preservation Guidelines to be submitted to the State for final approval, the following:

- Mr. Qually moved, seconded by Mr. Martin, to approve to include the Main Streams Database, Record Retention, and Drone (Unmanned Aircraft) Information.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve the inclusion of the construction of seasonal Farm Labor Camp Housing Units on preserved farms.

Motion carried.

- 2016 Community Development Block Grant – C000066599:

With recommendation from Rebecca Moreland, Grants Coordinator, Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy L. Phiel to sign an extension request to PA Department of Community & Economic Development for an extension of the completion date to October 17, 2021 for the following: PVMA Water System Emergency Preparedness, Tyrone Township Sewer Screening Device, Adams County Arts Council Eat Smart/Play Hard and on behalf of Littlestown Borough – ADA Curb Ramps.

Motion carried.

Commissioners:

With recommendation by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners authorize Chairman Randy L. Phiel to execute the following documents on behalf of the Board:

- Transmission and Access Easement Letter Agreement with Grantee Adams Solar LLC, wherein the Grantor/Adams County agrees to grant to Adams Solar a transmission and access easement located on Tax Parcel No. 38H11-0040---000 with frontage on Granite Station Road in Straban Township for placement below the surface of electric and communication wires and related equipment for consideration of \$35,000; and
- Transmission and Access Easement wherein Grantor/Adams County grants to Grantee/Adams Solar LLC, a Delaware limited liability company of Radnor, Pennsylvania a non-exclusive 50-foot wide access easement located on Tax Parcel No. 38H11-0040---000 with frontage on Granite Station Road in Straban Township for the placement below the surface of underground power and communication lines for a term of (30) years with the option to extend the term for (2) additional periods of (6) years upon written notice to Grantor.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qally, that the Board of Commissioners approve and execute the Non-Discretionary Consulting Agreement with Cornerstone Advisors Asset Management, LLC of Bethlehem, Pennsylvania for investment advisory services in regard to the County's 457 (b) Retirement Plan, at an annual billing rate of 25 basis points or 0.25% of the market value of the Plan assets.

Motion carried.

- Board Chairman Phiel noted pursuant to 16 P.S. Section 1802 (e), the Board of Commissioners do hereby take an extension of time to further consider the bids received for the Mercy House Project. The award of bids shall be extended to a date no later than November 6th, 2019 and any award of bids shall be announced at the public meeting on or before November 6th, 2019. The County reserves the right to accept or reject any and all bids. Bidders who do not mutually consent in writing to the Agreement for Extension of Bid Consideration shall not be considered for award and any bid bond or similar bid security furnished by them shall be released.
- Mr. Qally moved, seconded by Mr. Martin, to authorize the advertisement of the Request for Proposals for Guaranteed Energy Savings Performance Contracting Project.

Motion carried.

- With recommendation from William Cameron, Bridge Engineer, Mr. Martin moved, seconded by Mr. Qally, to approve Contract Change Order No. 2 for the Maintenance Repairs of 40 County Bridges for repairs to Bridge No. 95 due to an accident on the bridge, in the amount of \$7,383.00.

Motion carried.

Human Resources:

With recommendation from Michele Miller, Director and after review by Solicitor Molly R. Mudd, Mr. Qally moved, seconded by Mr. Martin, to approve and authorize Chairman Randy L. Phiel to sign an Agreement with Dynamic Training Solutions, in the amount of \$3,631.98.

Motion carried.

Personnel Report:

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

Court:

- Separation of employment from a court position for Zachary Huber, Probation Officer, effective October 13, 2019. Mr. Huber is transferring to Children & Youth Services.

Planning:

- Unpaid GIS Intern – Danielle Wyatt, effective October 7, 2019 through December 6, 2019

Separation of Employment w/permission to post:

- Karen Mathna, Administrative Assistant in Victim Witness, effective September 19, 2019
- Dana Deitz, Custodian, effective September 27, 2019
- Robert Stevens, Director of Treatment Services, effective November 22, 2019

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period September 9, 2019 through September 20, 2019:

General Fund Total	\$ 1,866,061.41
General Fund	\$ 565,517.88
Debt Service Payments	\$ 343,753.13
Payroll Week #38	\$ 956,790.40
Children & Youth Services	\$ 167,599.63
Liquid Fuels	\$ 37,380.73
HazMat Fund	\$ 5,442.53
Commissary Fund	\$ 7,893.19
Records Management	\$ 3,155.00
Act 13 Bridge Improvements	\$ 2,172.01
Parks, Recs & Green Space Program	\$ 10,862.50
Capital Projects - Reserve	\$ 44,480.71
Capital Projects – Courthouse Renovation Project-099	\$ 3,240.33
911 Fund	\$ 1,979.92
Internal Service Fund	\$ 300,796.94

Motion carried.

Other Business:

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

Adjournment:

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioner's Meeting at 9:47 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk