

WEDNESDAY, MARCH 27, 2019:

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:03 a.m. in the Ceremonial Courtroom with Board Chairman Randy Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Molly Mudd, Solicitor; Crissy Redding, Treasurer; Karen Heflin, Register & Recorder of Deeds; Don Fennimore, Court Administrator; Michele Miller, HR Director; Sarah Finkey, Children & Youth Administrator; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; John Phillips; Dave Bolton; News Reporter Vanessa Pellechio, *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 March 20, 2019 Commissioners' Meeting as presented.

Motion carried.

Proclamation:

Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim April 2019 as "FAIR HOUSING MONTH" in Adams County.

Motion carried.

Public Comment:

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

Register and Recorder of Deeds:

With recommendation from Karen Heflin, Register and Recorder of Deeds, Mr. Martin moved, seconded by Mr. Qually, to approve and sign the Agreement with Cott Systems for Day Forward Redaction for Resolution3 and Verdict on 212,040 clicks in the amount of \$8,484 estimated through June 30, 2021.

Motion carried.

Controller:

With recommendation from Beth Cissel, Deputy Controller, Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy Phiel to sign a Proposal submitted by Central Square Technologies to implement the Accounts Receivable module in OneSolution in the amount of \$24,560, which will be paid by the County's Records Improvement Fund.

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by Mr. Martin, to approve and sign the Adoption Assistance Agreement with P.F. on behalf of X.F. in the amount of \$900/month.

Motion carried.

Human Resources:

With recommendation by Director Michele Miller, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners review

to approve the Coaching Agreement with Avalon Foster, LLC whereby Avalon Foster agrees to provide employee coaching services focusing on leadership and supervisory skills, employee accountability, conflict management and team engagement at a cost to the County of \$2,400.

Motion carried.

Department of Emergency Services:

- With recommendation from Warren Bladen, Director of Emergency Services, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners review and approve the Consulting Agreement for Professional Services with JH Consulting, LLC of Buckhannon, West Virginia, in the amount of \$38,440 for services related to the development of a multi-jurisdictional Hazard Mitigation Plan Update for Adams County, that is compliant with the Disaster Mitigation Act of 2000, as amended, and all applicable PEMA and FEMA Region III Regulations. The Pennsylvania Emergency Management Agency (PEMA) grant will cover \$28,830 with \$9,610 to be paid by the County.

Motion carried.

- HAZMat: With recommendation from Kimberly Frank, HAZMat Coordinator, Mr. Martin moved, seconded by Mr. Qually, to approve and sign the Hazardous Materials Emergency Response Preparedness Report for fiscal year 2018-2019 which outlines the purpose, goals and objectives of the grant.

Motion carried.

Planning:

- Recommendation from Sherri Clayton-Williams, Director, Mr. Qually moved, seconded by Mr. Martin, to approve Resolution No. 2 of 2019 - Fair Housing Resolution for 2019.

Motion carried.

- Recommendation from Sherri Clayton-Williams, Director, Mr. Martin moved, seconded by Mr. Qually, to authorize Chairman Randy L. Phiel to sign the KeyNetGPS Participant Agreement between Adams County and KeyNetGPS of Allentown, Pennsylvania wherein the County shares in the subscription sales among network participants in exchange for hosting a Base Reference Station at the HSB Building.

Motion carried.

Commissioners:

- Mr. Qually moved, seconded by Mr. Martin, to approve and sign the Training Center Agreement with the National Safety Council and the Chesapeake Region Safety Council to allow the County to provide Driver Safety Training to county employees, effective March 27, 2019 for a two-year period.

Motion carried.

- With recommendation from William Cameron, County Bridge Engineer, Mr. Qually moved, seconded by Mr. Martin, to approve the Contract Change Order No. 2 with Lobar Associates, Inc. in the additional amount of \$750, for a total project cost of \$117,472.40. This change order includes the repair of a pothole at Bridge No. 123, and a time extension for completion of the original project due to winter shutdown.

Motion carried.

- With recommendation from William Cameron, County Bridge Engineer, Mr. Martin moved, seconded by Mr. Qually, to approve and authorize the advertisement for bids for the “Maintenance Repairs of Forty County Bridges”, Adams County, Pennsylvania”. Bids to be opened on May 1, 2019.

Motion carried.

Personnel Report:

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

Separation of Employment:

- Amended date for separation of employment for Ted Steiniger, Probation Officer Aide, effective March 29, 2019.
- Christopher Caba, Comprehensive Planner – Generalist, effective April 12, 2019

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period March 11, 2019 through March 22, 2019:

General Fund Total	\$ 1,746,225.11
General Fund	\$ 822,910.86
Payroll	\$ 923,314.25
Children & Youth Services	\$ 231,997.51
HazMat	\$ 63.34
Commissary Fund	\$ 2,672.47
Records Management	\$ 3,155.00
Hotel Tax Fund	\$ 55,943.20
Coroner Visa	\$ 98.00
Capital Projects-Reserve	\$ 39,553.84
Act 13 Bridge Improvements	\$ 2,546.39
Parks, Recs & Green Space Program	\$ 9,407.50
Capital Projects – Reserve	\$ 176,741.94
Human Services Building	\$ 1,257.28
Capital Projects	\$ 102.70
911 Fund	\$ 3,852.70
Internal Service Fund	\$ 328,071.48

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 Commissioner’s Meeting.

Adjournment:

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioner’s Meeting at 9:43 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk