

**WEDNESDAY, JUNE 6, 2018:**

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: Commissioner Marty Karsteter Qually; Albert Penksa, County Manager; John Hartzell, Solicitor; Steve Renner, Controller; Ryan Holt, Deputy Controller; Treasurer Crissy Redding; Sarah Finkey, ACCYS Administrator; Phil Swope, Staff Accountant; Sara Brensinger, Purchasing Coordinator; Larry Steinour, Building & Maintenance Director; Sherri Clayton-Williams, Planning Director; Miranda Blazek, Assistant District Attorney; News Reporter Alex Hayes and Vanessa Pellechio, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

**Pledge of Allegiance**

**Minutes:**

Mr. Qually moved, seconded by Mr. Phiel, to approve the Minutes of the May 30, 2018 Commissioners' Meeting as presented.

Motion carried.

**Executive Session:**

Board Chairman Phiel noted an Executive Session will be called at the discretion of the Board of Commissioners to discuss attorney client/personnel issues.

**Public Comment:**

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

**District Attorney:**

With recommendation from Miranda Blazek, Assistant District Attorney, Mr. Qually moved, seconded by Mr. Phiel, to approve and sign the 2019-2020 STOP Grant Application for the total of \$250,000.00 or \$125,000.00/year.

Motion carried.

**Treasurer:**

With recommendation from Treasurer Christine Redding, Mr. Qually moved, seconded by Mr. Phiel, to approve all ACNB county accounts to be transferred under the ACNB Bank Public Funds Checking to yield better interest rates with no fees for services.

Motion carried.

**Children & Youth Services:**

With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by Mr. Phiel, to approve the following:

- 2018-2019 Purchase of Service Agreements: 1) Central Pa Family Support Services; 2) Children's Aid Society of New Oxford; 3) Devereux Foundation; and 4) Pressley Ridge.
- Adoption Assistance Agreement with B.D. & T.D. on behalf of C.K. Jr., in the amount of \$900.00/month.
- After review by Assistant Solicitor Molly Mudd, that the Board of Commissioners review and approve the Child Accounting and Profile System (CAPS) CWIS 2.0 FY 17-18 Agreement with vendor AVANCO International of Fairfax, Virginia. The Agreement encompasses the period of February 1, 2018 through June 30, 2018. The fixed cost of the anticipated work totals \$350,000.00, with Adams County paying a proportional

share and fixed cost of \$3,948.01. This Agreement covers the research and development costs, projected design specifications, anticipated training requirements and infrastructure improvement costs for the CWIS 2.0 upgrades that are anticipated to extend through February of 2020, and will include targeted improvements to certain subject areas including, but not limited to, case management, case participant data and federal reporting.

Motion carried.

**Planning:**

With recommendation from Sherri Clayton-Williams, Director, Mr. Qually moved, seconded by Mr. Phiel, to approve and authorize Chairman Randy L. Phiel to sign the Pennsylvania Department of Transportation Planning and Programming Agreement 521155, Work Order No. 2 in the amount of \$455,250.00 for the 2018-2020 Unified Planning Work Program (UPWP).

Motion carried.

**Building & Maintenance:**

At the request of Larry Steinour, Director, and after review by solicitor John Hartzell, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners approve the following:

- Enter into a contract with McClure Company at an annual cost of \$3,952.00 for professional services to provide maintenance of the eight (8) roof top York air conditioner units located at the Human Services Building, effective through May 31, 2019.
- Approve quote 1B8E-C284-JJ from Penn Power Systems in the amount \$7,747.44 with a not to exceed amount of \$8,000.00, for parts and labor for acquisition and installation of an upgraded controller for an MTU generator at the Human Services Building.
- Enter into a contract with NRG Building Services at a cost of \$3,470.00 for the installation of a controller and software, for the establishment of remote monitoring of the generator at the Human Services Building.

Motion carried.

**Finance/Purchasing:**

At the request of Philip Swope, Staff Account, and after review by Solicitor John Hartzell, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners enter into a lease with Quality Copy Products, Inc., for the leasing of six (6) Kyocera P2040dw monochrome printers, at a monthly cost of \$81.70, for a total of 36 months, providing a total lease cost of \$2,941.20.

Motion carried.

**Personnel Report:**

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

**Separation of Employment:**

- Saul Manjarrez, Corrections Officer, effective May 30, 2018

Motion carried.

**Expenditures:**

Mr. Qually moved, seconded by Mr. Phiel, to approve the following expenditures for the period May 21, 2018 through June 1, 2018:

General Fund Total	\$ 1,462,543.15
General Fund	\$ 562,724.92
Pcard Payment	\$ 6,705.31
Payroll – Week #22	\$ 893,112.92
Children & Youth Services	\$ 150,094.12
Liquid Fuels Fund	\$ 8,910.43
Commissary Fund	\$ 1,065.41
Act 13 Bridge Improvements	\$ 3,205.92
Capital Projects – Reserve	\$ 3,132.05
Human Services Building	\$ 1,267.92
911 Fund	\$ 65,019.63
Internal Service Fund	\$ 608,123.56

Motion carried.

**Other Business:**

**Court Operations:**

At the request of President Judge George, that the Board of Commissioners authorize a change order for eciConstruction for the fabrication and installation of judicial benches for the two district magistrate courtrooms at the Human Services Building, to modify the position of the witness stands, on a time and material basis, not to exceed \$5,000.

**Executive Session:**

Board Chairman Phiel called for an Executive Session at 9:22 a.m. this date to discuss personnel and attorney/client issues.

**Meeting Reconvened:**

Commissioner Phiel reconvened the Commissioner’s Meeting at 12:03 a.m. this date with the following in attendance: Commissioner Marty Karsteter Qually, Solicitor John Hartzell, Assistant Solicitor Molly Mudd and Chief Clerk Paula Neiman.

**Adjournment:**

Mr. Martin moved, seconded by Mr. Qually to adjourn the Commissioner’s Meeting at 12:05 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk