

AGENDA, WEDNESDAY, DECEMBER 14, 2022:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the November 30, 2022 Commissioners' Meeting as presented.

Proclamation:

- **“NATIONAL IMPAIRED DRIVING PREVENTION and 4D PREVENTION MONTH**
December 2022

Presentation:

Retirement presentation for Kristin Rice, Public Defender, with 19 years of dedicated service to the County.

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.*

Office of the Coroner:

Recommendation from Coroner Patricia Felix, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Forensic Pathology Associates/HNL Lab Medicine Service Agreement for forensic autopsy services, including anatomic and clinical pathology services. It is further recommended that the Board review and approve the Business Associate Agreement (BAA) with Forensic Pathology Associates governing the use and disclosure of Protected Health Information (PHI) and other confidential information. The Term of the Agreement is one year, commencing on January 1, 2023 and terminating December 31, 2023. Routine forensic autopsy services are \$2,300.00, excluding specialized studies and ancillary services, which are further identified in the Agreement.

IT Department:

Recommendation from Phil Walter, CIO and after review by Solicitor Molly R. Mudd, that the Board of Commissioners sign the Splunk General Terms, which includes an exhibit with alternate and additional terms specifically for government entities. These terms apply to the renewal of the County's Splunk Enterprise License, which was previously approved by the Board at the November 30, 2022 Public Meeting.

AGENDA, Wednesday, December 14, 2022

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the following 2022-23 Agreements: York County Youth Development Center-Revised, SAMS Contract.

Emergency Services:

Recommendation from Warren Bladen, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- US Department of Transportation Federal Fiscal Year 2023-2025 Hazardous Materials Emergency Preparedness Grant Agreement C950003912 between the Pennsylvania Emergency Management Agency (PEMA) and Adams County. This Agreement provides for a grant award of \$6,365.00, to be used for Department attendance at two HAZMAT training conferences. The term of the Agreement is October 1, 2022 to October 30, 2025. This Agreement has three periods of performance, the first of which commences on October 1, 2022 and terminates on September 30, 2023; the second of which commences on October 1, 2023 and terminates on September 30, 2024; and the third of which commences on October 1, 2024 and terminates on September 30, 2025. The total project cost is \$7,956.00, with the County contributing \$1,591.00 as a non-Federal match.
- License and Service Agreement with Tyler Technologies, Inc. of Yarmouth, Maine. This Agreement provides a perpetual license for use of Tyler's Computer Aided Dispatch ("CAD") enterprise software, which includes dispatch solutions, records management, and analytics, as well as mobile software licenses to assist Adams County first responders. The total cost of the software, services, including third-party products, and travel is \$447,169.00. Additional fees for maintenance and support total \$48,969.00 annually. This Agreement is effective December 14, 2022 for so long as the County uses the software.

District Attorney:

Recommendation from District Attorney Brian Sinnett, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to sign the Quote from LowV Systems, Inc., of Mechanicsburg, PA, for installation of an Access Control System at the DA's Office, Room 301, in the Adams County Courthouse. It is further recommended that the Board sign the Master Services Agreement between LowV and the County. The term of the Agreement is ninety (90) days, commencing December 14, 2022 and terminating March 14, 2023. Total cost to the County is \$2,089.00.

District Attorney cont'd:

- Project Modification Request for the STOP Violence Against Women Grant (#36055) from the PA Commission on Crime and Delinquency (PCCD) for \$375,000.00 in federal funds. This modification allows for a reallocation of the personnel funds granted to YWCA – Hanover Safe Home but does not change the overall percentage of the grant allocated to Safe Home. The Modification is effective December 9, 2022.

Tax Services:

Recommendation from Susan Miller, Chief Assessor, to approve the following:

- Disabled Veterans Real Property Tax Exemption Certifications:
 - Surviving spouse has met the qualifications for exemption to remain on Parcel #38G10-0445, located in Straban Township
 - Surviving spouse has met the qualifications for exemption to remain on Parcel #10009-0044, located in East Berlin Borough
- Personal Tax Exemption – has met the guidelines of County policy – Charlyne Terrell and Wayne Gebhart, both of Oxford Township

Liquid Fuel Funds:

Recommendation from Deputy Chief Clerk Lisa Moreno-Woodward and after review from Solicitor Molly R. Mudd, that the Board of Commissioners approve and sign the Application with the Pennsylvania Department of Transportation to encumber \$200,000.00 of Liquid Fuels Tax Funds for the 2022-2023 Bridge Maintenance Project, Project #22-01000-001.

South Central Workforce Development Board:

Approve to re-appoint Michael Strausbaugh to the South Central Workforce Development Board for another 3-year term effective June 20, 2022 through June 30, 2025.

Human Resources:

Recommendation from Michele Miller, HR Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Agreement for Employer Wellness Services with WellSpan Medical Group. This Agreement provides for the appointment of a WellSpan Wellness Coordinator for County employees and includes biometric screenings. The screenings will be reimbursed to WellSpan by the County at a cost of \$30.00 per person. This Agreement is effective December 14, 2022 for a period of one (1) year.

AGENDA, Wednesday, December 14, 2022

Adams County Adult Correctional Complex (ACACC):

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Memorandum of Understanding with Equus Workforce Solutions, a Kentucky company with local offices in Gettysburg, to provide employment readiness skills, education, and mentoring services for the inmate population at the ACACC, in accordance with the Workforce Innovation and Opportunity Act. The term of the Agreement is one (1) year, commencing on January 1, 2023 and terminating on December 31, 2023. These services will be provided at no additional cost to the County.

Adoption of the 2023 Adams County Budget:

Approve and adopt the 2023 Adams County Budget as follows and to adopt Resolution #16 of 2022 Establishing, Levying and Setting the Taxes and Tax Rates on Real Property and Persons for Fiscal Year 2023:

BUDGET BREAKDOWN

	Revenues	Expenditures
General Fund	\$ 57,639,509	\$ 60,276,283
Special Funds	\$ 14,163,683	\$ 14,163,683
Sub Total	\$ 71,803,192	\$ 74,439,966
Appropriated Fund Balance	\$ 2,636,774	
	\$	\$
Hotel Tax	\$ 2,408,500	\$ 2,320,215
Bridge Funds	\$ 710,500	\$ 710,500
ARPA	\$ 9,115,656	\$ 9,115,656
TOTAL County Budget	\$ 86,674,622	\$ 86,586,337

Commissioners:

Recommendation from Solicitor Molly R. Mudd that the Board of Commissioners approve the following:

- Authorize the advertisement of Ordinance No. 1 of 2023 – Amending and restating Adams County Tax Collection Policy for adoption at the January 11, 2023 Adams County Commissioners regularly scheduled public meeting.

AGENDA, Wednesday, December 14, 2022

Page 5

Personnel Report:

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, to approve the following:

- Note the revised date of hire for Casmer Bielby, Corrections Officer, from December 12 to December 5, 2022
- Corrections Officers, pending successful completion of background screenings: Adam Brown, December 12, 2022; Donnell Reed, Monica Castro Martinez, Derrick Akins, Jeremy Freeman, effective January 9, 2023

Separation of Employment with permission to post:

- Grant Johnson, Deputy Sheriff, effective December 12, 2022
- Brett Riser, Part Time Telecommunicator, effective December 9, 2022
- Nicholas Barry, Corrections Officer, effective December 4, 2022
- Joshua Luckabaugh, Corrections Officer, effective December 5, 2022
- Joel Masterstefone, Corrections Officer, effective December 7, 2022
- Rescind offer of employment for Derrick Akin, Corrections Officer, effective January 9, 2023

Expenditures:

Approve the following expenditures for the period November 26 through December 9, 2022:

General Fund Total	\$ 1,509,914.34
General Fund	\$ 438,961.92
PCard Payment	\$ 10,378.72
Payroll – Week #49	\$ 1,060,573.70
Children & Youth Services	\$ 150,379.55
Liquid Fuels	\$ 6,189.96
CDBG	\$ 6,575.00
Commissary Fund	\$ 3,627.67
Records Management	\$ 10,880.00
Hotel Tax Fund	\$ 340,687.36
Human Services	\$ 1,666.44
Pass Through Grant-Interest	\$ 1,000,000.00
Capital Project - Reserve	\$ 53,930.54
Capital Projects	\$ 215,943.71
911 Fund	\$ 21,321.12
Internal Service Fund	\$ 282,650.35

AGENDA, Wednesday, December 14, 2022

Page 6

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: