

AGENDA, WEDNESDAY, JULY 10, 2024:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the June 26, 2024 Commissioners' Meeting as presented.

Presentation:

Recognizing the retirement of Andrew Hansen, 911 Telecommunicator Supervisor with the Adams County Department of Emergency Services for his 36 years of service to the County.

Proclamation:

- **“Pretrial, Probation, and Parole Supervision Week”** – July 21 – 27, 2024

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.*

2024 Community Development Block Grant (CDBG) Public Hearing:

As advertised, this is the date and time to hold Public Hearing #1 on the 2024 Community Development Block Grant program. This Public Hearing will allow citizens an opportunity to make their comments known regarding what types of eligible activities Adams County should apply for under the 2024 CDBG Program and to solicit citizen input on possible activities to be included in the application, as well as past performance. Any government or non-profit agency with an eligible project can apply to the Adams County Office of Planning & Development for 2024 CDBG funding by Friday, July 26, 2024.

Treasurer:

Recommendation from Treasurer Christine Redding, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Agreement For Collection Of School Taxes with Littlestown Area School District. This Agreement provides that the County Treasurer will collect school taxes on behalf of Littlestown Area School due to a vacancy in the Germany Township tax collector office. The Agreement was approved by the School District on June 17, 2024, at a duly advertised public meeting. This Agreement is effective July 1, 2024 through June 30, 2025. It is further recommended that the Board adopt Resolution No. 11 of 2024, effectuating the Agreement as required by the Local Tax Collection Law.

Sheriff:

Recommendation from Sheriff James Muller, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the proposal from Cody Systems, of Pottstown, PA, for renewal of support and maintenance services and hosting of the Sheriff's Records Management System. The term of the contract is one (1) year, commencing on July 1, 2024 and terminating June 30, 2025. Total cost to the County is \$10,108.08.

Information Technology:

Recommendation from Phil Walter, CIO and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Consent Form with Cisco Systems, Inc. This Consent Form authorizes the sharing of certain non-sensitive Cisco licensing information with EPLUS Technology, a reseller of technology solutions, for the purpose of obtaining an accurate quote for a VOIP system. The Consent Form is effective July 10, 2024, and may be revoked at any time by the County.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the following:

- Fiscal Year 2024-2025 Agreements: Pennsylvania Comprehensive Behavioral Health Services, LLC; Pennsylvania Counseling Services, Inc.; Penn State Health Children's Hospital; White Deer Run LLC, dba Cove Prep; Children's Aid Society of Southern PA District Church of the Brethren; Franklin Family Services, Inc.; Dan Worley, Esquire; Youth Advocate Program; Pinkney Vineyard of Faith Ministries; Diversified Treatment Alternative Center; Children's Choice, Inc.; New Foundations, Inc.; Adelphoi Village-In-Home; Bethany Home, Inc.; The Center for Youth & Community Development-Strengthening Families Program; The Center for Youth & Community Development-Integrated Children Service; Hugh S. Smith, Ph.D & Associates; Chad Shaeffer, Spirit & Associates Evaluation Services; Respective Solutions Group Center for Families; Children's Home of York; Catholic Charities of the Diocese of Harrisburg, PA

Tax Services:

For a matter of record, Director Daryl Crum announced, per County Ordinance #3 of 2013, on an annual basis as of July 1, the Adams County Tax Services Department will calculate the Coefficient of Dispersion (COD) based upon sales which occurred in Adams County between January 1st and December 31st of the previous year. The 2023 COD is calculated at 12.79, which is well within the acceptable range as stated by the International Association of Assessing Officers (IAAO).

Planning & Development:

Recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the 3-Year Project

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Planning & Development cont'd:

Activity Completion Extension Request to be sent to the PA Department of Community & Economic Development (“DCED”). This Request seeks an extension of the completion date for the Biglerville Borough water main replacement project from July 28, 2024 to May 31, 2025 under Community Development Block Grant (“CDBG”) Contract #C000080369 (FY 2020). The purpose of the request is to accommodate a recently-approved reallocation of certain 2020 CDBG grant funds towards the project by DCED.

Ag Land Preservation:

Recommendation from Ellen Dayhoff, Rural Resource Coordinator, to approve the following:

- Sanders Agreement of Sale and Conservation Easement - This Agreement, made between the County, John E. Sanders, and the Commonwealth of Pennsylvania, provides for the purchase of an agricultural conservation easement of 28.05 acres located in Mt. Pleasant Township, Adams County for a total of \$83,308.50. Of that total purchase price, the County shall pay \$4,165.42 (5%), with the remainder to be paid for by the Commonwealth. This Agreement is effective as of the date last approved by the Commonwealth.
- Roche Agreement of Sale and Conservation Easement - This Agreement, made between the County, Clay and Judith Roche, and the Commonwealth of Pennsylvania, provides for the purchase of an agricultural conservation easement of 15.44 acres located in Hamilton Township, Adams County for a total of \$38,325.68. Of that total purchase price, the County shall pay \$1,966.28 (5%), with the remainder to be paid for by the Commonwealth. This Agreement is effective as of the date last approved by the Commonwealth.

Building and Maintenance:

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

- Designate Chairman Randy L. Phiel to sign the following from BFPE International, of York, PA:
 - Quote #20519 to replace a smoke detector with a heat detector in the kitchen at Mercy House. It is further recommended that the Board sign the Terms and Conditions between the County and BFPE. This Quote is effective July 10, 2024. Total cost to the County is \$614.00.
 - Quote for annual fire extinguisher inspection at the Adams County Adult Correctional Complex. This quote is effective July 10, 2024. Total cost to the County is \$442.00.

Commissioners:

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

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Commissioners cont'd:

- Memorandum of Understanding (MOU) with Adams Regional Emergency Medical Services (“AREMS”). This MOU provides that AREMS shall bear the costs of any appraisal, development, permitting, engineering, and zoning applications relating to the proposed development of a County-owned lot located at Greenamyre Lane in Gettysburg (Tax Parcel 38H11-0040—000). This MOU is effective July 10, 2024.
- Professional Services Agreement with Cornogg Appraisal Group. This Agreement provides an appraisal to determine the fair market value of a 4.3 acre lot owned by the County and located at Greenamyre Lane in Gettysburg (Tax Parcel 38H11-0040—000). The total cost of the appraisal is \$1,250.00, which will be paid for by the County and reimbursed by Adams Regional Emergency Medical Services (“AREMS”). This Agreement is effective July 10, 2024.

Personnel Report:

Court:

- Separation of employment for Omar Rayo-Vazquez, Court Technical & Operations Analyst, effective July 12, 2024
- Probation Services
Employment of Amber Mickley and Natalie Lunde-Socash, Probation Officers, effective July 22, 2024

Domestic Relations

- Status change for Leyda Hernandez, General Clerk, from fulltime 37.5 to Part time 30, Monday-Thursday, benefit eligible, effective July 15, 2024

Children & Youth Services:

- Employment of Amanda Torello and Nikki Keefer, Caseworkers I/Independent Living, effective July 8, 2024
- Margaret Cramer, Program Specialist, Pay Grade S-14, fulltime (40), benefit eligible, effective July 1, 2024.
- Promotion of Megan Perry-Costic from After Hours Caseworker Supervisor to Administrative Officer, effective July 15, 2024

Department of Emergency Services:

- Employment of Joy Barrena, Telecommunicator, effective July 8, 2024

Adams County Adult Correctional Complex:

- Employment of the following Corrections Officers, pending successful completion of background screenings: Janny Donfack, Malcolm Erb, effective July 15, 2024
- Promotion of Quincy Noland from Corrections Officer to Correctional Program Specialist, effective July 8, 2024

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Personnel Report cont'd:

Separation of Employment with permission to post:

- Carla Lloyd, Office Manager, District Attorney's Office, effective June 25, 2024
- Abbaccus Dokie Jr., Caseworker 1-Intake, Children & Youth Services, effective July 1, 2024
- David Cortes, Caseworker 1/Family Support, Children & Youth Services, effective July 2, 2024
- Corrections Officers: Alexis Gibson, effective June 24, 2024; Cassandra Pagan, effective July 3, 2024
- Rescind the offer of employment for Dustin Kline, Corrections Officer, effective June 18, 2024

Expenditures:

Approve the following expenditures for the period June 24, 2024 through July 5, 2024:

General Fund – Operational	\$ 306,826.66
Payroll – Week #27	<u>\$ 1,076,503.21</u>
Total General Fund	\$ 1,383,329.87
Children & Youth Services	\$ 297,539.45
HazMat Fund	\$ 531.16
CDBG	\$ 3,584.00
Commissary Fund	\$ 26,049.61
Records Management	\$ 17,675.08
Capital Projects	\$ 163.65
911 Fund	\$ 20,172.63
Internal Service Fund	<u>\$ 232,534.98</u>
Total Special Funds	\$ 598,250.56
Total Expenditures	\$ 1,981,580.43

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: