

PROPOSED

AGENDA, WEDNESDAY, FEBRUARY 26, 2020:

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

Pledge of Allegiance

Minutes:

Approval of the Minutes of the February 12, 2020 Commissioners' Meeting as presented.

NOTE: The February 19, 2020 Commissioner's Meeting was cancelled due to lack of a quorum.

Proclamation:

- **“Teen Dating Violence Awareness Month”** – February 2020

Public Comment:

During the 30-minute Public Comment the individual wishing to speak will come forward to the podium to address the Board, state their name and address and will have 5-minutes to give his/her comments related to county business. Any public comment on an agenda item should be addressed at this time.

Courts:

Recommendation from Don Fennimore, District Court Administrator, and after review by Solicitor Molly Mudd, that the Board of Commissioners ratify the approval to appoint Commissioner Marty Qually to execute on behalf of the Board a Location Release Agreement with Discovery Communications, LLC (“DCL”) and Weinberger Media (“Producer”) to allow DCL and/or Producer to photograph and record certain scenes in the Adams County Courthouse in connection with a program tentatively titled “True Conviction”. The filming in Courtroom #2 and its environs shall be conducted by DCL and Producer in strict adherence to Supervisory Order Number 2020-SO-6 Order of the Court issued on or about February 4, 2020.

Department of Probation Services:

Recommendation from Director Gale Kendall, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve a Full-Service Agreement & an Agreement Addendum with VIGILNET America LLC of Omaha, Nebraska for GPS Monitoring Bracelets, Mobile Breathalyzer Units, and SCRAM CAM Bracelets + their respective technological support components, and for Monitoring Services for Probation Participants under Court-ordered monitoring/supervision. The term of the Agreement is one (1) year. The cost of the services is a per diem charge at an average rate of \$8.85/day for the use of the monitoring device + the monitoring service for the device.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the Adoption Assistance Agreement for W.E. & S.E. on behalf of A.K. & S.K. in the monthly subsidy amount of \$1,110.00/month for each child.

Planning Department:

Recommendation from Sherri Clayton-Williams, Director, and after review by Solicitor Molly Mudd, to approve the Amendment to the County's September 26th, 2018 Merchant Agreement with GovPayNet (now "AllPaid") to expand services to include the Planning Department, for the processing of electronic vendor/customer payments, at a fee of \$2.95 per item to be paid by vendor/customer. There is no cost to the County.

Finance Department:

Recommendation from Sara Brensinger, Purchasing Coordinator, and after review by Solicitor Molly Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to execute on behalf of the Board Equipment Lease Agreement # 450-7407123-020 with Kyocera Document Solutions Mid Atlantic, Inc./Quality for the lease of (12) Kyocera copier/printer machines for use in various Court and County offices. The term of the lease is (60) months, at a rate of \$223.87/month, and includes a maintenance agreement.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to execute on behalf of the Board the February 4, 2020 Letter of Engagement with William Hoak, MS, CHP, CLSO Radiation Consultant of Boalsburg, Pennsylvania for Radiation Safety Evaluation and Training Services, including the development of a site specific radiation safety procedure consistent with the requirements of the Commonwealth of Pennsylvania Bureau of Radiation Protection, at a cost to the County of \$1,450.00.

Commissioners:

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

- Repair of Adams County Bridge No. 5, Shorb Mill Road: February 7, 2020 Agreement with Bartlett Tree Experts, and Addendum to Agreement with Bartlett Tree Experts, for the Removal of eleven (11) trees from the private property of the Mason Dixon Country Club, Inc., that are impeding repairs to Adams County Bridge No. 5, Shorb Mill Road. The wood, brush and debris shall be removed from the site, at a cost to the County of \$6,568.00; and Tree Removal Release executed by Landowner Mason Dixon Country Club, Inc. modifying the October 16, 2019 Construction Easement executed between

Commissioner's cont'd:

Landowner and Adams County, to allow the Contractor employed by Adams County to enter Landowner's property and remove the eleven (11) trees identified for removal in the Scope of Work and as specified in the photograph marked as "Exhibit A".

- January 31, 2020 Letter of Engagement with Susquehanna Accounting & Consulting Solutions, Inc. of Harrisburg for annual health insurance internal service fund analysis, consulting and advisory services to assist with strategic planning, plan management, vendor renewals and procurement, financial management, budgeting, and employee contribution rate setting for the County's self-insurance program. Internal fund analysis will be billed at a flat fee of \$22,400.00 and all other service will be billed hourly at the rate of \$310.00/hour.

Personnel Report:

Courts:

Note the following employment, effective February 10, 2020:

- Probation Department – Tasha Dougherty, General Clerk
- MDJ Offices of Daniel Bowman & Tony Little – Shanin Caplener, General Clerk Floater

Children & Youth Services:

Approve the employment of Jason Lohuis, Caseworker 1-Intake, effective March 2, 2020

Tax Services:

Approve the employment of Brian Dillon, Field Data Assessor/Appraiser, effective March 16, 2020.

Building & Maintenance:

Approve the employment of Chelsea Francis, Custodian 2nd Shift, effective March 2, 2020.

Security:

Approve the employment of Savannah Jacoby, Part Time Security Officer, effective March 2, 2020.

Adams County Adult Correctional Complex:

Approve the employment of the following Corrections Officers, effective March 2, 2020: Sivannah Ball, Zachary Atkins, William Coffelt, Ryan Cunningham, Kenneth Good, Christopher Hamilton, Robert Hatfield, Ashley Johnson, Isaac Poe and Sarah Smith.

Personnel Report cont'd:

Separation of Employment with permission to post:

- Rescind the employment of David Bittinger, Part Time Security Officer, effective March 2, 2020
- Rescind the employment of Savannah Ball, Corrections Officer, effective March 2, 2020
- Rescind the employment of Kenneth Good, Corrections Officer, effective March 2, 2020
- Kelli Flinn, Children & Youth Services Caseworker 1, effective February 18, 2020
- Chaurice Capps, Children & Youth Caseworker, effective March 13, 2020
- Retirement of Donna Huckenberry, Corrections Officer, effective March 2, 2020
- Retirement of Cynthia Kidd, Second Deputy Prothonotary, effective October 1, 2020

Expenditures:

Approve the following expenditures for the period February 10, 2020 through February 21, 2020:

General Fund Total	\$ 1,516,959.01
General Fund	\$ 569,835.88
Payroll – Week #8	\$ 947,123.13
Children & Youth Services	\$ 283,373.54
HazMat Funds	\$ 1,319.64
CDBG	\$ 2,000.00
Commissary Fund	\$ 1,788.18
Records Management	\$ 3,155.00
Hotel Tax Fund	\$ 71,717.43
Capital Projects - Reserve	\$ 66,468.12
Capital Projects	
Courthouse Renovation Project	\$ 1,164.86
911 Fund	\$ 281,370.32
Internal Service Fund	\$ 355,687.41

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: