

**WEDNESDAY, MARCH 6, 2019:**

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 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; Beth Cissel, Deputy Controller; Don Fennimore, Court Administrator; Michele Miller, HR Director; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Warren Bladen, Director of Department of Emergency Services; Cindy Keeney, Victim Witness Director; Sarah Finkey, Children & Youth Administrator; Warden Katy Hileman; Daryl Crum, Tax Services Director; 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 February 27, 2019 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 Comment was brought before the Board at this time.

**Children & Youth Services:**

With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by Mr. Martin, to approve and sign the 2018-2019 Purchase of Service Agreement with The Village Services.

Motion carried.

**Victim Witness:**

With recommendation from Cindy Keeney, Director of Victim Witness, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, to approve and authorize the submission of a PCCD Grant: Victims of Crime Act (Federal VOCA) for the delivery of services as mandated in the Act to victims of crime in Adams County, to include court processes and notification services, advocacy, filing of Victim Compensation Assistance Program Claims, restitution, safety planning, counseling and crisis response, in the amount of \$134,379.

Motion carried.

**Department of Emergency Services:**

With recommendation by Warren Bladen, Director and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners review to approve and authorize Chairman Randy L. Phiel to sign on behalf of the Board the Century Link Quote and Master Service Agreement (Public Safety Version) for 20 MB Dedicated Internet Services to connect to the Computer Aided Dispatch (CAD) system, and to execute the Limited Letter of Agency between Adams County and CenturyLink for the installation of said services. The cost to the County totals \$9,516/annually.

Motion carried.

**Tax Services:**

With recommendation from Daryl Crum, Director, Mr. Martin moved, seconded by Mr. Qually, to approve the final 2019 Repository Sales as follows:

Parcel ID	PROPERTY LOCATION	CURRENT OWNER	PURCHASER NAME	address line 1	address line 2	OFFER
43019-0023---000	28 ULTRA TRL	HERCEK	DAVID N GEBHART	33 EAGLES TRL	FAIRFIELD, PA 17320	\$400.00
43022-0208---000	87 SKYLARK TRL	SMITH	BRUCE MALLETTE	85 SKYLARK TRL	FAIRFIELD, PA 17320	\$600.00
43028-0022---000	40 SHIRLEY TRL	ZAK	JOHN & KATHE BAKER	1021 JACK'S MOUNTAIN RD	FAIRFIELD, PA 17320	\$600.00
43030-0061---000	6255 FAIRFIELD RD	DUVALL	TREVOR CRAIG MCCLAIN	11 SWALLOW TRL	FAIRFIELD, PA 17320	\$600.00
43030-0074---000	15 SWALLOW TRL	DUVALL	TREVOR CRAIG MCCLAIN	11 SWALLOW TRL	FAIRFIELD, PA 17320	\$500.00
43030-0075---000	6275 FAIRFIELD RD	DUVALL	TREVOR CRAIG MCCLAIN	11 SWALLOW TRL	FAIRFIELD, PA 17320	\$600.00
43030-0076---000	6305 FAIRFIELD RD	DUVALL	TREVOR CRAIG MCCLAIN	11 SWALLOW TRL	FAIRFIELD, PA 17320	\$500.00
43030-0090---000	21 SWALLOW TRL	DUVALL	VICTOR JUNE	2581 ARTLEY HILL RD	LIBERTY, PA 16930	\$700.00
43031-0009---000	803 COUNTRY CLUB TRL	MEZARDASH	VICTOR JUNE	2581 ARTLEY HILL RD	LIBERTY, PA 16930	\$500.00
43033-0013---000	3 SUMMER TRL	WALTER	DAVID N GEBHART	33 EAGLES TRL	FAIRFIELD, PA 17320	\$400.00

Motion carried.

**Commissioners:**

- With recommendation from Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy L. Phiel to execute on behalf of the Board of Commissioners the COBRA Service Agreement between the County of Adams and Benefit Design Specialists, Inc. (BDS) effective January 1, 2019 for a 1-year term, for regulatory compliance services provided by BDS as governed by the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA), as amended, and the Health Insurance Portability and Accountability Act of 1996 (HIPAA), as amended, including Qualifying Event Notification, Termination Notification, billing, premium collection and remittance of COBRA premiums to the County.

Motion carried.

- After review by Solicitor Mudd, Mr. Martin moved, seconded by Mr. Qually, to approve and sign the AIA Document B101 Agreement between the County of Adams and Crabtree, Rohrbaugh & Associates, 401 East Winding Hill Road, Mechanicsburg, PA for architectural design and project management services for the Mercy House Renovation (CRA Project No. 3230 – “PARR HOUSE”) in the amount of \$108,334.00, Construction Administration Project Management Service not to exceed \$50,000, and Architect Supplemental Services at an hourly rate specified per the contract.

**Personnel Report:**

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

**Courts:**

- Probation Services – employment of LeighAnn Abraham, General Clerk, effective March 11, 2019

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Joy Christianson and Dustin Bumbaugh, as Caseworker 1, effective March 11, 2019.

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.

**Executive Session:**

Board Chairman Phiel called for an Executive Session at 9:13 a.m. this date to discuss personnel and attorney/client issues.

**Meeting Reconvened:**

Commissioner Phiel reconvened the Commissioner's Meeting at 11:39 a.m. this date with the following in attendance: Commissioners James E. Martin and Marty Karsteter Qually, Solicitor Molly Mudd and Chief Clerk Paula Neiman.

**Adjournment:**

Mr. Qually moved, seconded by Mr. Martin, to adjourn the Commissioner's Meeting at 11:42 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk