

**WEDNESDAY, JANUARY 3, 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 Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Albert Penksa, County Manager; John Hartzell, Solicitor; Molly Mudd, Assistant Solicitor; Beth Cissel, Deputy Controller; Don Fennimore, Court Administrator; Michele Miller, HR Director; Melissa Devlin, Finance Director; Warden Michael Giglio; Barbara Walter, Chief Assessor; Kelly Lawver, Clerk of Courts; Crissy Redding, Treasurer; Todd Garrett, Intern; News Reporters Vanessa Pellichio, *Gettysburg Times* and Dustin Levy, *Evening Sun* and Chief Clerk Paula V. Neiman

**Pledge of Allegiance**

**Minutes:**

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the December 20, 2017 Commissioners' Meeting as presented.

Motion carried.

**Executive Session:**

Executive Session will be called at the discretion of the Board of Commissioners to discuss attorney client privilege, and personnel issues.

**Public Comment:**

No Public Comments/Questions were addressed to the Board at this time.

**Clerk of Courts:**

With recommendation from Clerk of Courts Kelly Lawver, and after review by Solicitor Hartzell, Mr. Qually moved, seconded by Mr. Martin, to approve the Day Forward Redaction Cancellation Schedule between the County of Adams and Cott Systems, 2800 Corporate Exchange Drive, Suite 300, Columbus, Ohio for software services cancellation for Day Forward Redaction. The State has developed a Public Access Policy which requires the filer to redact sensitive information prior to filing the document. The remaining charges include eCommerce in the amount of \$2,300 and Verdict in the amount of \$7,475 for an annual total of \$9,775 effective January 6, 2018 through December 31, 2018.

Motion carried.

**Department of Emergency Services:**

With recommendation from Warren Bladen, Director, Mr. Martin moved, seconded by Mr. Qually, to approve and authorize Chairman Randy L. Phiel to sign the 2018 Emergency Management Performance Grant (EMPG) Annual application in the amount of \$70,200.78 for the period October 1, 2017 through September 30, 2018. This Application is for partial reimbursement of salaries.

Motion carried.

**Tax Services:**

With recommendation from Chief Assessor Barbara Walter, Mr. Qually moved, seconded by Mr. Martin, to approve the following:

- Personal Tax Exemption Request for individuals who have met the County guidelines – Oxford Township – John Altland, Shirley Burtkett, Betty Dubbs, Nancy Enders, Mildred Gembe, Ida Hoover, Gladys Leese, Kay Leonard, Mary O'Donnell, Margaret Reese, Judy Riley, James Shea; Straban Township – Lorena Redding.
- Personal Tax Exception Denial due to their income exceeding the guidelines of the County policy – McSherrystown Borough – Stefani S. Krumrine; Straban Township – Wilbur A. Rudisill.

Motion carried.

**Commissioners:**

With recommendation from Albert Penksa, County Manager, Mr. Martin moved, seconded by Mr. Qually, to approve the following:

- The Standard Mileage Rate for county employees for 2018 to be set at 54.5 cents (\$.545) per mile effective January 1, 2018.

Motion carried.

**Personnel Report:**

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

Courts:

Separation of Employment:

- Shay Stremmel, Director in the Domestic Relations Department, effective January 4, 2018
- Wyatt Mowery, Probation Officer, effective December 22, 2017
- Heather Wilkinson, Probation Officer, effective January 12, 2018

Planning/Conservation District:

Recommendation from Sherri Clayton-Williams, Director, to approve the employment of Stephanie M. Summers, West Nile Virus/Conservation Technician, effective January 8, 2018.

Separation of Employment:

- Trevor Stover, Corrections Officer, effective December 30, 2017
- Jennifer Brown, Children & Youth Caseworker 2-Intake, effective January 12, 2018

Motion carried.

**Expenditures:**

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period December 18, 2017 through December 29, 2017:

General Fund Total	\$ 1,170,025.02
General Fund	\$ 285,610.15
Pcard Payment	\$ 1,420.10
Payroll	\$ 882,994.77
Children & Youth Services	\$ 74,444.76
Managed Care	\$ 654.78
HazMat Fund	\$ 40.01
CDBG	\$ 437.94
Commissary Fund	\$ 988.28
HOME Grant	\$ 2,812.55
Capital Projects-Reserve	\$ 45,932.10

Human Services Building	\$	154,551.97
911 Fund	\$	51,673.96
Internal Service Fund	\$	350,057.64

Motion carried.

**Salary Board Meeting:**

The Salary Board Meeting will be held following the Commissioners Meeting.

**Other Business:**

No Other Business was brought to the Board at this time.

**Recess:**

Board Chairman Phiel recessed for Executive Session at 9:13 a.m. this date to discuss attorney client privilege, and personnel issues.

**Meeting Reconvened:**

Board Chairman Phiel reconvened the Commissioners Meeting at 10:44 a.m. this date with no further business to come before the Board at this time.

**Adjournment:**

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioners' Meeting at 10:45 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk