

AGENDA, WEDNESDAY, JANUARY 26, 2022:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the January 12, 2022 Commissioners' Meeting as presented.

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.*

District Attorney:

Recommendation by District Attorney Brian Sinnett, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the SAVIN Maintenance and Service Agreement with the Pennsylvania District Attorneys Institute (PDAI). The SAVIN system provides automated criminal justice notification information for victims and residents of the County, and this agreement establishes PDAI as an intermediary with the SAVIN vendor, APPRISS, for purposes of implementation, maintenance, and service. The County will pay 0% of the maintenance fee. This agreement is effective January 1, 2022 and terminates December 31, 2022.

Children & Youth Services:

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

- 2021-2022 Purchase of Service Agreement with Soul Meet Body Treatment Center
- Addendum to the March 10, 2021 Residential Lease Agreement with SAG Real Estate Group. The property, located on Carlisle Street, is used to support the CYS Independent Living program. This Addendum renews the lease term for one (1) year and increases the rent to \$1,150.00 per month (from \$1,125.00/month). The renewal term commences March 1, 2022 and terminates February 28, 2023.

Planning – FY 2017 Community Development Block Grant (CDBG):

Recommendation from Sherri Clayton-Williams, Director, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve submission of a budget revision to the PA Department of Community & Economic Development (DCED) for the 2017 CDBG contract C000069657 to transfer \$13,300.81 from the New Hope Ministries Workforce Development activity to the HART Center HVAC Replacement activity and to authorize Chairman Randy Phiel to sign all documentation.

AGENDA, Wednesday, January 26, 2022

Page 2

Ag Land Preservation:

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

- \$444,978.00 to be certified for the 2022 County Match to the Pennsylvania Department of Agriculture, Bureau of Farmland Preservation as follows:

Allocation of 2022 County Match Funds from County Revenues	\$360,000.00
Interest Earned on Certified County Funds	\$ 2,816.00
Total Interest Collected from 2021 County Clean and Green (Rollback Tax Penalties to be used for easement purchases)	\$ 82,162.00

Accumulated Total Certified County Match Funds for 2022	\$444,978.00
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Ag Land Preservation Board:

- Reappoint Dave Boyer to another 3-year term effective through December 31, 2024
- Reappoint Craig Yingling as Chairman and appointment of Dave Wenk as Vice-Chairman
- Staff appointments – Ellen Dayhoff, Treasurer and Mark Clowney, Acting Secretary until the Administrative Position is filled.

Tax Services:

Recommendation from Chief Assessor Susan Miller to approve personal tax exemption requests for the following individuals who meets the guidelines of County policy: Wendy Hoff, Cumberland Township; Sarah Miller and Louise Krout both of Oxford Township.

Building & Maintenance:

Recommendation from Larry Steinour, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Planned Maintenance Agreement with Susquehanna Door Service, a New Oxford, PA company. The Agreement provides for biannual maintenance on the automated doors at the Adams County Courthouse and Human Services Building. It is further recommended that the Commissioners sign the Addendum to the Agreement, which incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement is three (3) years, commencing on January 1, 2022 and terminating on December 31, 2024. Total cost to the County is \$2,160.00.

Elections & Voter Registration:

Recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Sales Order Form and Addendum with Election Systems & Software ("ES&S"), LLC, a Delaware company, for the purchase

AGENDA, Wednesday, January 26, 2022

Page 3

Elections & Voter Registration cont'd:

of a Model DS450 High Speed Scanner which will accurately scan high volumes of election ballots. The Addendum makes the purchase order subject to the terms of COSTARS Contract No. 003-039, as well as the ES&S master agreement previously approved by the Board on April 4, 2019. Total cost for the DS450 scanner, together with the installation, license, warranty, and maintenance is \$52,715.00. Agreement is effective January 26, 2022.

Department of Emergency Services:

Recommendation from Warren Bladen, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the Commonwealth of Pennsylvania 9-1-1 Statewide Interconnectivity Funding Grant Agreement PEMA 2021-150 between the Pennsylvania Emergency Management Agency (PEMA) and Adams County. This Agreement provides for a grant award of \$4,460.70, to be used for installation of racks to house the new Next Generation 911 equipment and installation of A/B power at the new rack locations. The term of this Agreement is January 26, 2022 through December 31, 2022. No County match is required.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the following:

- Ratify Quote # CDH-2211866 from Sage Technology Solutions, Inc. of Mount Joy, PA for the purchase and installation of an analog camera to replace a damaged and inoperable camera at the facility. Equipment, labor, and service total \$790.60.
- Designate Chairman Randy L. Phiel to sign the Quote with Kint Corporation of Harrisburg, a Pennsylvania company, to re-pipe the Prison kitchen's Ansul 9-gallon R-102 system; add additional nozzles over the second tilt skillet; and add an additional 3-gallon tank agent, hose package and link bracelet. This work will bring the system into full compliance for life and safety fire suppression. It is further recommended that the Commissioners sign the Addendum to the Terms and Conditions, which incorporates the County's standard terms and conditions into the Agreement. The Quote is effective on January 26, 2022 and expires on February 10, 2022. Total cost to the County is \$2,183.00.

Commissioner's Office:

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

AGENDA, Wednesday, January 26, 2022

Page 4

Commissioner's Office cont'd:

- Adams County Vehicle Use Policy – This Policy provides guidelines for the use of vehicles owned or leased by the County and personal vehicles used in the course of business on behalf of the County and the Courts. This Policy will be effective January 26, 2022
- Appoint Chairman Randy L. Phiel to sign on behalf of the Board of Commissioners the January 21, 2022 Human Services Building Proposal Amendment, Engineer's Project No. 2792.8.13.01 from CS Davidson, Inc. for additional Construction Phase Contract Administration Services related to the HSB Re-Roofing Project for an additional \$15,000.00, bringing the total project estimated fee for design, bidding and construction to \$80,000.00.
- MS-991 Report for Tax Year 2021 – Recommendation from Deputy Chief Clerk Lisa Moreno-Woodward, to approve the MS-991 Report of County Liquid Fuels Tax Fund, Report of Act 89 Fund and Report of Act 44 Tax Fund for submission to the PA Department of Transportation.

Personnel Report:

District Attorney:

Recommendation from District Attorney Brian Sinnett to approve employment of the following: Sandra Pruchnic, Legal Assistant, and Skylar Wheeler, Administrative Intern, both effective January 18, 2022

Emergency Services:

Recommendation from Warden Bladen, Director, to approve the employment of Andrew Locke, Telecommunicator, effective January 18, 2022.

Adams County Adult Correctional Complex:

- Recommendation from Warden Katy Hileman, pending successful completion of background screenings, the employment of the following Corrections Officers: Charles Adamson, effective January 18, 2022

Separation of Employment with permission to post:

- Miranda Blazek, Solicitor for Children & Youth, effective February 4, 2022
- LaQuiwndra Bridges, Corrections Officer, effective January 17, 2022
- Matthew Dahler, Corrections Officer Trainee, effective January 21, 2022
- Rescind offer of employment to Shaun Felty, Corrections Officer, effective January 31, 2022

AGENDA, Wednesday, January 26, 2022

Page 5

Expenditures:

Approve the following expenditures for the period January 10, 2022 through January 21, 2022:

General Fund Total	\$ 2,003,448.96
General Fund	\$ 974,487.73
Payroll – Week #3	\$ 1,028,961.23
Children & Youth Services	\$ 212,594.67
HazMat Fund	\$ 40.01
Commissary Fund	\$ 1,900.47
Hotel Tax Fund	\$ 2,953.45
Parks, Recs & Green Space Prgm	\$ 1,620.00
Capital Project-Reserve	\$ 9,466.60
911 Fund	\$ 122,832.14
Internal Service Fund	\$ 488,482.70

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: