

## **WEDNESDAY, APRIL 12, 2017:**

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:02 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; Beth Cissel, Deputy Controller; Don Fennimore, Court Administrator; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Sara Brensinger, Purchasing Coordinator; Sarah Finkey, Children & Youth Administrator; Warren Bladen, Director of Emergency Services; Mary Bowers, Deputy Director of Emergency Services; Monica Dutko, Director of Elections & Voter Registration; News Reporters Alex Hayes, *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 March 29, 2017 Commissioners' Meeting as presented.

### **Proclamations:**

- Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim April 9-15, 2017 as **"NATIONAL PUBLIC SAFETY TELECOMMUNICATOR'S WEEK"** in Adams County. This proclamation was presented to Warren Bladen, Director of the Department of Emergency Services and Keira Parr, Telecommunicator.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually to adopt and proclaim April 9-15, 2017 as **"NATIONAL LIBRARY WEEK"** in Adams County. The proclamation was presented to Karla Trout and members of the Library Board of Trustees and staff members.

Motion carried.

### **Public Comment:**

No Public Comments were addressed to 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 Adoption Assistance Agreement with H. & L.F. on behalf of A.J.S-F. in the amount of \$900.00/month.

Motion carried.

### **Purchasing/Finance:**

With recommendation from Phil Swope, Staff Accountant, Mr. Martin moved, seconded by Mr. Qually, to approve and authorize Chairman Randy L. Phiel to sign the Maintenance Services Agreement between the County of Adams, Adams County Adult Correctional Complex and NRG Building Services, Inc., 48 South Harrisburg St., Harrisburg, PA for Building Automation System, Automatic Temperature Controls and Software Subscription services in the amount of \$3,270.00 effective April 1, 2017 through July 31, 2017.

Motion carried.

## **Elections:**

Sitting as the Board of Elections and with the recommendation from Monica Dutko, Director, Mr. Qually moved, seconded by Mr. Martin, to approve the following polling place changes effective with the May 16, 2017 Primary Election:

- Littlestown #2 from the VFW Banquet Hall to the Littlestown Area Senior Center, 10 East Locust Street, Littlestown, PA
- Carroll Valley #1 from the former Borough Office to the new Borough Office, 5685 Fairfield Road, Carroll Valley, PA
- Carroll Valley #2 from the Liberty Mountain Sales Office to the new Borough Office, 5685 Fairfield Road, Carroll Valley, PA

Motion carried.

## **Personnel Report:**

Mr. Martin moved, seconded by Mr. Qually, to approve the following personnel actions:

### Courts:

Recommendation from Don Fennimore, Court Administrator, to note the following:

- Employment of Melissa Moseley, General Clerk in District Justice Little's Office, effective April 3, 2017
- Employment of three (3) Probation Officers I, effective April 10, 2017: Wyatt Mowery, Daniel Driscoll and Heather Klase.
- Separation of Employment for Summer Swanson, Law Clerk for Judge Simpson, effective May 5, 2017.
- Separation of Employment from the Domestic Relations Department for Karen Carey, Case Management Officer, effective April 21, 2017.  
NOTE: Ms. Carey is transferring to the Register & Records Office effective April 24, 2017

### Tax Services:

Recommendation from Daryl Crum, Director to approve the employment of Michael Zito, Field Data Property Evaluator, effective April 3, 2017.

### Adams County Adult Correctional Facility:

Recommendation from Warden Brian Clark to employ the following as Correctional Officers effective April 10, 2017: Emily Fleming, Frank Fluharty, Stephen Learn, Brandy Lenig, James McCullough and Tonya Velazques.

### Building & Maintenance:

Recommendation from Larry Steinour, Director, to approve the employment of Dana Deitz, Custodian Evening, effective April 3, 2017.

### Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve Tracy Gonzalez as the Emergency Caseworker for temporary coverage during the months of April & May 2017 effective April 10, 2017.

### Separation of Employment and Authorization to Post Positions:

- Matthew Groft, Part time As Needed Telecommunicator, effective April 30, 2017
- Sherrin Poland, Deputy Clerk I in the Register & Records Office, effective March 30, 2017
- Thomas Ford, Deputy Clerk I in the Register & Records Office, effective April 21, 2017

- Miles Lyons, Treatment Specialist, Adams County Adult Correctional Facility, effective April 30, 2017
- Logan Shaffer, Corrections Officer, effective April 28, 2017

Motion carried.

**Expenditures:**

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period March 28, 2017 through April 7, 2017:

General Fund	\$ 1,398,372.01
911 Fund	\$ 41,286.20
Children & Youth Services	\$ 311,599.35
HazMat Fund	\$ 966.88
Law Enforcement	\$ 141.25
Internal Service Fund	\$ 681.62
Act 137 (Affordable Housing)	\$ 2,215.00
HOME Grant	\$ 133,025.40
Records Management	\$ 3,155.00
Human Services Building	\$ 289,262.35
Coroner Visa	\$ 100.00
Commissary Fund	\$ 1,450.32

Motion carried.

**Other Business:**

No other business was brought to the Board at this time.

**Salary Board Meeting:**

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

**Adjournment:**

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioners' Meeting at 9:35 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk