

### **WEDNESDAY, JUNE 29, 2022:**

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. at the Adams County Courthouse, Historic Courtroom and via conference call with Chairman Randy Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Steve Nevada, County Manager; Assistant Solicitor Sean Mott; John Phillips, Controller; Beth Cissel, Assistant Controller; Phil Swope, Assistant Director of Budget & Purchasing; Todd Garrett, Budget Analyst II; Susan Miller, Chief Assessor; Sherri Clayton-Williams, Planning Director; Danette Laughman, HR Deputy Director; Candi Clark, Court HR Generalist; Those participating by phone: Sarah Finkey, ACCYS Administrator; Phil Walter, CIO; News Reporters Chuck Stangor (phone) and Holly Weaver (in person), Gettysburg Connection and Vanessa Pellechio Sanders, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

### **Minutes:**

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the June 15, 2022 Commissioner's Meeting as presented.

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 the following:

- After review by Solicitor Molly Mudd, that the Board of Commissioners appoint Chairman Randy Phiel to sign on behalf of the Board the June 16, 2022 Letter Agreement with David K. James, III, Esquire for Professional Services in his capacity as Adams County Guardian Ad Litem on the following juvenile court cases on appeal through Final Order of Court:
  - In Re MMR, Docket No. 689-MDA-2022
  - In Re WK,AK, & PK, Docket No. 1156-MDA-2021; 1200-MDA-2022; 1201-MDA-2021; 1157-MDA-2021; and 1199-MDA-2021
  - In Re TIM, Docket No. 668-MDA-2022

Beginning July 1, 2022, legal services on the above captioned matters will be billed and paid at the rate of \$100.00/hour.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve and sign an Amendment to the Subsidized Permanent Legal Custodianship Agreement with R. & C.F. to include L. & D.L. on behalf of K.Z.

Motion carried.

### **Sheriff:**

With recommendation from Sheriff James Muller, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve and designate Chairman Randy L. Phiel to sign the Quote from The A.G. Mauro Company of Lewisberry, PA, for purchase and installation of locks for the holding room doors in the Sheriff's office. This Quote is made pursuant to Co-Stars Contract #008-289. The Quote is valid through July 1, 2022. Total cost to the County is \$4,925.00, paid for with funds allocated to the Sheriff's Office from the PCoRP Loss Prevention Grant.

Motion carried.

**Information Technology:**

With recommendation from Phil Walter, CIO, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners designate Chairman Randy L. Phiel to approve the Quote from TeamViewer, a German Company, for a corporate subscription with TeamViewer, as well as four (4) add-on licenses. The TeamViewer application allows IT staff to remotely view and manage technology issues happening on County and Court desktops, laptops, and tablets. It is further recommended that the Board designate Chairman Phiel to sign the End User Licensing Agreement with TeamViewer. The term of the Agreement is July 16, 2022 through July 15, 2023. Total cost to the County is \$6,096.00. The majority of the funds will come from the 2022 IT budget, with the exception of one (1) add-on license, which will be paid for by Children and Youth Services.

Motion carried.

**2020 Community Development Block Grant Program:**

With recommendation from Harlan Lawson, Economic Development Specialist and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve and sign the Cooperation Agreement between the County of Adams and Gettysburg Borough for the County to administer the 2020 Community Development Block Grant program on behalf of Gettysburg Borough in the amount of \$123,775.00.

Motion carried.

**Planning and Development:**

Recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to approve the proposal from GeographIT, a Lancaster, PA company, for Professional GIS Support Services, including assistance with a server transition of the Department's GIS data. It is further recommended that the Commissioners sign the Addendum to the Proposal, which incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement began on January 1, 2022 and terminates on December 31, 2022. The County will be billed on a time and material basis, not-to-exceed \$5,000.00.

Motion carried.

**Parks, Recreation & Green Space Grant Program:**

Sherri-Clayton Williams, Director addressed the Board at this time and requested that the below items be removed from the agenda and no action be taken at this time. The Township and Borough are asking for more time to secure funding.

- Adams County Parks, Recreation and Green Space Grant Program Application – This Application requests \$20,000 from the County for a pickleball court to be installed by Hamiltonban Township and Fairfield Borough in the Hamiltonban Community Park. The \$20,000 County grant will be matched by Hamiltonban Township in partnership with Wellspan Health, for a total of \$40,000 to be allocated toward the Project.
- Grant Agreement – This Agreement with Hamiltonban Township provides for \$20,000 in Parks, Recreation and Green Space Grant funds for the purpose of installing a pickleball court as outlined in the Application and establishes the terms

and conditions for the use of such funds. The effective date of this Agreement is June 29<sup>th</sup>, 2022 and expires June 30<sup>th</sup>, 2025.

The record shall show that these two items were removed from the agenda and no action was given.

**Tax Services:**

With recommendation from Daryl Crum, Director, Mr. Qually moved, seconded by Mr. Martin, that in accordance with the Consolidated County Assessment Law, the Adams County Tax Services Department has completed the updating of the Adams County Tax Assessment Rolls to be effective July 1, 2022. The assessment rolls are open and available for inspection in Room 202 of the Adams County Courthouse during normal business hours. All Adams County property owners, or others with an interest in such real estate, have a right to file a property tax appeal in writing from any real estate assessment on or before the close of business Monday, August 1, 2022. The following summarizes the tax rolls as of July 1, 2022:

- Total County Real Property Assessed Value = \$9,812,372,100 (44,904 Taxable Parcels)
- Total County Exempt Assessment = \$1,209,542,600 (1,949 Exempt Parcels)
- Total County Per Capita = 75,922 Persons

Motion carried.

**Security:**

With recommendation from Mark Masemer, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the Adams County Honeywell ProWatch Server Upgrade And Migration To Windows 2019 Quote from MidPoint Technology Group ("MTG"). The Quote provides for an upgrade to our current 2012 ProWatch servers that grant access to the card readers at the Courthouse, Human Services Building, and Emergency Services. The Quote is effective June 29, 2022, and is made subject to the Electronic Security Systems Standard Service Agreement with MTG last executed on December 1, 2021. Total cost of the upgrade is \$1,029.23.

Motion carried.

**Building and Maintenance:**

Recommendation from Larry Steinour, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to sign the Quote from GDS Controls, Inc., of Mechanicsburg, PA, to perform preventative maintenance on the fire pump at the Human Services Building. It is further recommended that the Commissioners sign the accompanying Terms and Conditions. The term of this Agreement commences on June 29, 2022 and terminates on June 28, 2023. Total cost to the County is \$1,050.00.
- Ratify the signature of Chairman Randy L. Phiel on Proposal #148381 from Overhead Door Company of Harrisburg-York for repair of the overhead ramp doors at the Human Services Building. Total cost to the County is \$1,723.00.

Motion carried.

**Adams County Adult Correctional Complex:**

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners designate Chairman Randy L. Phiel to sign on behalf of the Adult Correctional Complex, the ARP ESSER Title I N&D Agreement with Lincoln Intermediate Unit 12. This Agreement

provides \$5,518.00 in federal American Rescue Plan grant funding to the Adult Correctional Complex as a subrecipient for the purpose of supporting educational programming for those between the ages of 18 and 21 who do not have a high school diploma or a GED. This funding will support such educational programming for the period from March 13, 2020 through September 30, 2024. The Agreement is effective June 29, 2022.

Motion carried.

**Commissioners:**

With recommendation from Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the following:

- Appoint Chairman Randy L. Phiel to sign and execute on behalf of the Board the Mortgage Satisfaction Piece certifying the full payment and discharge of the Mortgage issued July 31, 2002 in the original Mortgage Debt amount of \$150,000.00 to Mortgagor T.N.T. Enterprises, Inc. by Mortgagee County of Adams through its agent Adams County Interfaith Housing Corporation d/b/a Pennsylvania Interfaith Community Programs, Inc.

Motion carried.

With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the following:

- Appoint Chairman Randy L. Phiel to sign on behalf of the Board the Third Addendum to Settlement Agreement with the Brethren Home Community d/b/a Cross Keys Village – The Brethren Home Community (“TBHC”) extending the terms of the 2008 Settlement Agreement related to parcels owned by TBHC and situated in Oxford Township including an agreement by TBHC to make an annual Payment in Lieu of Taxes (“PILOT”) to the County. The Third Addendum renews and continues the terms of the Settlement Agreement for an additional five (5) year term or until June 30, 2027.

Motion carried.

**Personnel Report:**

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

**Court:**

- MDJ Beauchat’s Office – Note the employment of Martin Loftus, General Clerk, effective June 13, 2022
- Domestic Relations – Separation of employment for Samantha McLoughlin, General Clerk, effective July 6, 2022 with the intent to post and fill position; End of the PT Temporary Financial Operations Officer position held by Susan Gantz, effective May 27, 2022

**Register & Recorder:**

Note the extension of the employment of Beth Corson, Part Time Clerk Floater, through September 30, 2022.

**Children & Youth Services:**

Recommendation from Sarah Finkey, Administrator, to approve the employment of Kathy Clark, Caseworker 1, Independent Living, effective June 20, 2022.

**Adams County Adult Correctional Complex:**

Recommendation from Warden Katy Hileman to approve the following Corrections Officers, pending successful completion of background screenings: Joshua Luckabaugh, effective June 20, 2022

Separation of Employment with permission to post:

- Christa Rhen, PT Scanner/File Clerk in the Prothonotary’s Office, effective June 24, 2022
- Savannah Jacoby, Part Time Security Officer, effective July 1, 2022
- Skyler Stremmel, Deputy Clerk 3/Collections Clerk in the Clerk of Courts, effective June 24, 2022
- Corrections Officers – Erin Ratliff, effective July 3, 2022; Levi Hughes, effective July 4, 2022 and Denise Duarte, effective July 6, 2022

Motion carried.

**Expenditures:**

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period June 13, 2022 through June 24, 2022:

General Fund Total	\$ 1,770,539.78
General Fund	\$ 758,652.70
Payroll – Week #25	\$ 1,011,887.08
Children & Youth Services	\$ 47,258.20
HazMat Fund	\$ 189.70
CDBG	\$ 191,552.14
Law Enforcement	\$ 375.00
Commissary Fund	\$ 1,990.18
Records Management	\$ 3,155.00
Coroner VISA	\$ 600.00
County Records Improvement	\$ 14,048.00
American Rescue Plan Act 2021	\$ 777.00
Capital Projects	\$ 348,146.76
911 Fund	\$ 37,807.81
Internal Service Fund	\$ 382,272.60

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 Commissioners Meeting.

**Adjournment:**

Mr. Qually moved, seconded by Mr. Martin, to adjourn the Commissioner’s Meeting at 9:25 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk