

AGENDA, WEDNESDAY, DECEMBER 18, 2024:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the December 11, 2024 Commissioners' Meeting as presented.

Presentation:

- Retirement of President Judge Michael A. George with over 23 years of service.

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.*

Court Administration:

Recommendation from Court Administrator Don Fennimore, and after review by the Solicitor's Office, that the Board of Commissioners approve and designate Chairman Randy L. Phiel to sign the Technical Support and Software Maintenance Agreement with Judicial Systems, Inc., a Texas company, for software support and maintenance for the Court's Jury Administration System, JURY2023PLUS, and annual Jury Wheel database updates. The term of the Agreement is one (1) year, commencing on January 1, 2025 and terminating December 31, 2025. Total cost to the County is \$11,049.48.

District Attorney:

Recommendation from District Attorney Brian Sinnett, and after review by the Solicitor's Office, that the Board of Commissioners designate Chairman Randy L. Phiel and District Attorney Brian Sinnett to sign the SAVIN Maintenance and Service Agreement between the Pennsylvania District Attorneys Institute and Adams County. The Agreement provides for the maintenance of the PA SAVIN System, a statewide automated victim information and notification system, in Adams County. This System provides victims with notification of the release, escape, and/or apprehension of incarcerated individuals. The term of the Agreement is January 1, 2025 through December 31, 2025. There is no additional cost to the County.

IT Department:

Recommendation from CIO Phil Walter, and after review by the Solicitor's Office, that the Board of Commissioners approve Quote #1027154 v1 from Link Computer Corporation. This Quote provides a 3-year renewal of 320 VMware vSphere Foundation 8 software licenses, which allows IT to manage the County's virtual server environment. In years 1 and 2, the price per license is \$129.00 (\$41,280.00 per year). In year 3, the price per license is \$75.00 (\$24,000.00 for year 3). The total 3-year cost is \$106,560.00.

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IT Department cont'd:

This Quote is effective December 18, 2024. It is noted that this Quote rescinds and replaces a prior Quote for same licenses approved by the Board on November 13, 2024, as the COSTARS contract cited in that original quote has now expired. This new Quote is made pursuant to Carahsoft Government Contract #34377385.

Emergency Services:

Recommendation from Warren Bladen, Director and after review by the Solicitor's Office, that the Board of Commissioners approve Quote #1027227 with Link Computer Corporation. This Quote provides Hewlett Packard Nimble storage arrays to support the Department of Emergency Services Computer-Aided Dispatch (CAD) environment at a total cost to the County of \$4,984.00. This pricing is made pursuant to Carahsoft Government Contract #343477385. This Quote is effective December 18, 2024.

Planning & Development:

Recommendation from Sherri Clayton-Williams, Director, and after review by the Solicitor's Office, that the Board of Commissioners approve the following:

- Amended Master Grant Agreement (C920001360) with the PA Department of Transportation (PennDOT). This Agreement amends the prior Master Grant Agreement approved on March 23, 2022, to extend the expiration date from June 30, 2028, to June 30, 2031. It further provides that the total awarded budget for eligible transportation projects will be increased from \$1,600,000 to \$3,600,000. This Agreement is effective December 18, 2024. It is further recommended that the Board adopt Resolution No. 18 of 2024, effectuating the amended Master Grant Agreement, as required by the Intergovernmental Cooperation Authority Act (Act of June 5, 1991, P.L. 9, No. 6).

Agricultural Land Preservation:

Recommendation from Ellen Dayhoff, Rural Resource Manager, and after review by the Solicitor's Office, that the Board of Commissioners approve the Agreement For The Sale And Purchase Of An Agricultural Conservation Easement between Shirley J. Mummert, the Commonwealth of Pennsylvania, and Adams County. This Agreement provides for the purchase of a conservation easement on 104.13 acres of agricultural land located in Reading Township and owned by Shirley J. Mummert. The total purchase price of the easement is \$307,391.76, with \$292,022.17 to be paid for by the Commonwealth, and the remaining \$15,369.59 to be paid for by the County. This Agreement is effective as of the date last executed by the parties.

Tax Services:

Recommendation from Daryl Crum, Director and after review by the Solicitor's Office, that the Board of Commissioners adopt Resolution No. 19 of 2024. This Resolution reauthorizes the imposition of a \$5 per capita county tax, effective January 1,

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Tax Services cont'd:

2025, pursuant to the County Code and the Local Tax Enabling Act. It further provides exemption to said tax for qualified individuals whose annual income is less than \$12,000.00. This Resolution is effective December 18, 2024.

Human Resources:

Recommendation from Michele Miller, Director and after review by the Solicitor's Office, that the Board of Commissioners approve the Adams County Compensation Plan for Children & Youth Services employees effective January 1, 2025, for submission to the Pennsylvania Department of Human Services, in conformance with the equitable compensation principles of the Federal Merit Hire System codified at 5 C.F.R. Section 900.601-900.605 and Title II of the Federal Office of Personnel Management regulations and Title II of the Intergovernmental Personnel Act of 1970, as amended, relating to federally required merit personnel systems in State and Local Agencies. The County Compensation Plan is submitted yearly pursuant to DHS' Policy and Fiscal Regulations for Merit Systems in County Children & Youth Agencies.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, and after review by the Solicitor's Office, that the Board of Commissioners approve the following quotes from Proac Corporation:

- Quote #240014082NSP (Kitchen Exhaust Maintenance) – This quote provides that Proac will clean and inspect the jail's kitchen exhaust system at a cost of \$2,957.00 in 2025, \$3,076.00 in 2026, and \$3,199.00 in 2027. This Agreement is effective December 18, 2024 for a 3-year term.
- Quote #240014083NSP (HVAC Maintenance) – This quote provides that Proac will clean and inspect the jail's HVAC system at a cost of \$7,506.00 in 2025, \$7,806.00 in 2026, and \$8,119.00 in 2027. This Agreement is effective December 18, 2024 for a 3-year term.

Adoption of the 2025 Adams County Budget:

- Approve and adopt the 2025 Adams County Budget and the 2025 Capital Budget as follows:

ALL FUNDS	REVENUES	EXPENDITURES
General Fund	\$66,789,834	\$73,341,654
Special Funds	\$14,742,225	\$14,742,225
Bridge Funds	\$ 1,233,688	\$ 1,181,868
Hotel Tax Fund	\$ 3,052,500	\$ 3,052,500
Subtotal	\$85,818,247	\$92,318,247

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Adoption of the 2025 Adams County Budget cont'd:

Reserves	\$	--	--
(Appropriated Fund Balance)			
Re-budget ARRF Projects	\$	6,500,000	--

TOTAL COUNTY BUDGET	\$92,318,247	\$92,318,247
CAPITAL BUDGET	\$ 2,927,817	\$ 2,927,817

- Approve and adopt Resolution No. 20 of 2024 Establishing, Levying and Setting the Taxes and Tax Rates on Real Property and Persons for Fiscal Year 2025

Personnel Report:

Court:

- Employment of Helen Meissner, Part Time General Clerk, up to 29.5 hours/week, for MDJ Harvey's Office, effective December 31, 2024
- Separation of Employment of Natalie Lunde-Socash, Probation Officer, effective December 16, 2024

Adams County Adult Correctional Complex:

- Employment of the following Corrections Officers, pending successful completion of all required pre-employment screenings: Joshua Crim, effective January 6, 2025

Separation of Employment with permission to post:

- Hauer Spicknall, Jr., Custodian, effective December 9, 2024
- Retirement of Wade Lauer, Chief County Detective, effective January 10, 2024
- Deanna Pasciak, Office Manager, District Attorney's Department, effective December 27, 2024
- Jessica Allmon, Veteran Service Officer, effective December 27, 2024
- Amanda Burkman, Children & Youth Caseworker, effective December 13, 2024
- Robert Hatfield, Corrections Officers Robert Hatfield, effective December 16, 2024
- Erin Culp, Correctional Program Specialist, effective December 16, 2024

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: