

WEDNESDAY, JUNE 15, 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: Commissioner James E. Martin; 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; Daryl Crum, Tax Services Director; Sherri Clayton-Williams, Planning Director; Harlan Lawson, Economic Development Planner; Jannie Albanto, HR Generalist; Candi Clark, Court HR Generalist; Those participating by phone: Commissioner Marty Qually; Sarah Finkey, ACCYS Administrator; Phil Walter, CIO; Judy DeHaas; News Reporters Chuck Stangor, Gettysburg Connection (phone) and Vanessa Pellechio Sanders, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Phiel, to approve the Minutes of the June 1, 2022 Commissioner's Meeting as presented.

Motion carried.

Public Comment:

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

Public Hearing – 2022 Community Development Block Grant:

Chairman Phiel opened the Public Hearing at 9:03 a.m. this date. The same individuals were in attendance as stated above. At this time, he turned the Hearing over to Harlan Lawson, Economic Development Specialist to provide an overview. Mr. Lawson announced that this is the date and time advertised to hold the first Public Hearing for the 2022 Community Development Block Grant (CDBG) Program. This Hearing will give citizens an opportunity to make their comments known regarding what types of eligible activities Adams County should apply for and to solicit citizen input on possible activities to be included in the 2022 CDBG application. The allocation for Adams County is \$321,145.00, Gettysburg Borough = \$129,094.00 and Littlestown Borough = \$103,226.00. Mr. Lawson noted that the applications will need to be received by mid-August with a county submission date to the Department of Community & Economic Development by the end of October. The approximate date for receipt of the funds is April 2023.

Chairman Phiel announced the meeting is now open for public comment. Commissioner Martin asked if school districts are allowed to apply. Response – yes if their project benefits the eligible population.

The record shall show no other public comment was received and Chairman Phiel closed the Public Hearing at 9:06 a.m. this date.

Planning – 2020 Community Development Block Grant:

With recommendation from Harlan Lawson, Economic Development Specialist, Mr. Martin moved, seconded by Mr. Phiel, to approve and submit a Project Activity Completion Extension Request to the Department of Community & Economic Development for Adams County's 2020 CDBG-CV Grant, Contract #C000075551 for Fiscal Year 2020. We are respectfully requesting an extension of the completion date from June 30, 2022 to May 31, 2023.

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, Mr. Martin moved, seconded by Mr. Phiel, to approve the following:

- 2022-2023 Purchase of Service Agreements: Hempfield Behavioral Health-Incredible Years; Hempfield Behavioral Health-Paid Programs; Justice Works-Field Coach Program; Justice Works-Paid Programs; The Center for Youth and Community Development-Integrated Children Services; The Center for Youth and Community Development-Strengthening Families Program; Pennsylvania Counseling Services; Commonwealth Clinical Group; TrueNorth Wellness; The DMP Group; The Children's Aid Society-New Oxford; PA Child Corp.; Common Sense Adoption Services; Bethany Christian Services of Central PA; Alternative Living Solutions; Abraxas; Outside In School; George Junior Republic; Catholic Charities; Drug and Alcohol Rehabilitation Services; Pathways Adolescent Center; United Methodist Home for Children.

Motion carried.

With recommendation from Sarah Finkey, Administrator, Mr. Martin moved, seconded by Mr. Phiel, to approve the following:

- Renewal Of Agreement with The Penn State Milton S. Hershey Medical Center ("PSCHMC"). This Renewal extends the In-Home Purchase of Service Agreement with PSCHMC (originally effective July 1, 2020) for two consecutive terms. For the term commencing July 1, 2021 and ending June 30, 2022, the rate shall be \$165.00 per case. For the term commencing July 1, 2022 and ending June 30, 2023, the rate shall be \$170.00 per case. All other terms and conditions remain the same. This Renewal is effective June 15, 2022.

Motion carried.

Information Technology:

With recommendation from Phillip Walter, CIO, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners sign and execute the following:

- Appoint Chairman Randy L. Phiel to sign on behalf of the Board the following Agreements with Microsoft Corporation and CDW Government, LLC, ("CDW-G"), an authorized reseller of Microsoft products, made pursuant to a Master Pricing Agreement executed by the County Commissioners Association of Pennsylvania (CCAP) on September 23, 2020:
 - CDW-G Software Enterprise True-up Order accounting for 20 additional User licenses at a quoted price of \$6,527.40. Effective July 1, 2022 and terminating June 30, 2024.
 - Microsoft Enterprise Update Statement verifying that there has been no increase in the number of required licenses for our SQL/Azure Server Enterprise enrollment this year.
- Appoint Chairman Randy L. Phiel to sign on behalf of the Board the following Agreements with CDW Government, LLC, ("CDW-G"), an authorized reseller of Microsoft products, made pursuant to a Master Pricing Agreement executed by the County Commissioners Association of Pennsylvania (CCAP) on September 23, 2020, for the second year of payments in a three-year term:
 - CDW-G SQL/Azure Server Enterprise Quote – Renewal of SQL Server/Azure licenses at a quoted price of \$29,586.48 per year. Effective July 1, 2021 for a three-year term.
 - CDW-G Software Enterprise Quote – Renewal of licenses for various Microsoft products (Office 365, Exchange, Windows, etc.) at a quoted price of \$175,534.05 per year. Effective July 1, 2021, for a three-year term.

Motion carried.

Tax Services:

Recommendation from Chief Assessor Susan Miller that the Board of Commissioners approve the following Disabled Veterans Real Property Tax Exemption Certifications, beginning with the 2022-2023 School Taxes:

- Denise M. Burg, 1983 Hanover Pike, Hanover, PA, located in Union Township, Parcel #41K165-0028 for her home on 1.18 acres
- Paul K. Martz, 75 Redding Lane, Gettysburg, PA, located in Cumberland Township, Parcel #09W03-0026 for his home on .52 acres
- Professional Services Agreement with Tammie Knight, CPTC, to provide training, education, and support to Adams County Tax Collectors. The term of the Agreement commences on August 1, 2022 and terminates on July 31, 2024. The cost to the County shall be \$20.00 per hour, not to exceed \$2,000.00 per year, or \$3,000.00 in a year in which tax collectors are elected.

Motion carried.

Building and Maintenance:

With recommendation from Larry Steinour, Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve and designate Chairman Randy L. Phiel to sign the following:

- Addendum to the Master Maintenance Agreement with TK Elevators, a German Company with local offices in York, PA, to add maintenance for the elevator and chair lift at the Mercy House to the existing Master Maintenance Agreement. The term of this Agreement Commences on June 15, 2022 and terminates on April 21, 2024. The additional cost to the County will be \$450.00 per month, making the new total monthly cost paid by the County to TK Elevators \$1,263.17.
- Quotation #AMS-06949v1 from Clark Equipment Company d/b/a Bobcat Company, of West Fargo, ND, for two (2) ZT7000 Zero Turn Riding Mowers. This Quote is made pursuant to Sourcewell Contract #040319-CEC. The Quote is valid through July 2, 2022. Total cost to the County is \$29,764.72.
- Quotation from Crownwell Equipment Network, of Hanover, PA, for a Toro Proline Walk-behind Mower. This Quote is made pursuant to Sourcewell Contract #031121-TTC. The Quote is valid through July 8, 2022. Total cost to the County is \$6,439.00.

Motion carried.

Elections & Voter Registration:

With recommendation from Director Angie Crouse, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners execute the Notice of Intent with the Pennsylvania Department of State for the purpose of requesting and accepting grant funds in the amount of \$8,905.46 pursuant to the Consolidated Appropriations Act of 2020 (Pub. L. 116-93). The grant funds will be used for expenditures related to election security between March 16, 2022 and September 30, 2023. This Notice of Intent is effective June 15, 2022.

Motion carried.

Adams County Adult Correctional Complex:

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to sign the Quote from PowerDMS, a Florida company, for PowerFTO, an add-on program to the ACACC's current policy management program. PowerFTO is a field training solution for law enforcement and corrections officers which provides a standardized system for tracking and documenting field training and employee performance based on the nationally recognized San Jose Field Training model. It is further recommended that the Commissioners sign the NEOGOV (parent company of PowerDMS) Addendum to Service Agreement, which incorporates the County's standard terms and conditions. The term of this Agreement commences on June 15, 2022 and terminates on April 23, 2024. Total cost to the County is \$7,781.56.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to approve Amendment 2 to the Pennsylvania Commission on Crime and Delinquency (PCCD) Subgrant #30877, originally awarded on June 12, 2019 in the amount of \$251,904.00. The purpose of the Amendment is to extend the Jail Vivitrol Project period from June 30, 2022 until June 30, 2023. The extension will allow for the hiring of a Medication-Assisted Treatment (MAT) Program Case Manager. The Amendment is effective as of the date last signed by the parties.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to approve and sign the Agreement of Sale from Pac Industries, LLC, of Harrisburg, PA, for two (2) Milnor 45 lb. Capacity Washer/Extractors and two (2) Milnor 75 lb. Capacity Tumblers. The Agreement is made pursuant to CoStars Contract #036-021 and is effective June 15, 2022. Total cost to the County is \$32,212.00.

Motion carried.

Commissioner's Department:

With recommendation from Steve Nevada, County Manager, Mr. Martin moved, seconded by Mr. Phiel, to approve and increase the mileage rate, as set by the IRS, to \$.625 cents/mile, effective July 1, 2022.

Motion carried.

Personnel Report:

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

Court:

- Probation Services – Note the employment of Pamela Loftus, General Clerk, effective June 13, 2022

Register & Recorder:

Note the extension of the employment of Beth Corson, Part Time Clerk Floater, through June 17, 2022.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman to approve the employment of Ellie Engnoth, PT Intern-Records Department, three days/week, effective June 6, 2022

Separation of Employment with permission to post:

- Retirement of Teresa Polvinale, Children & Youth Services Program Specialist 1, effective August 12, 2022
- Rhiannon Kump, Children & Youth Services Program Specialist I, effective July 8, 2022
- Bonnie Thomson, Telecommunicator, effective June 3, 2022
- Donald Miller, Deputy Sheriff First Class, effective June 30, 2022
- David Mullaney, Lead Maintenance Technician, Adams County Adult Correctional Complex, effective June 9, 2022
- Robert Myers, Corrections Officer, effective June 3, 2022

Motion carried.

Expenditures:

Mr. Martin moved, seconded by Mr. Phiel, to approve the following expenditures for the period May 30, 2022 through June 10, 2022:

General Fund Total	\$ 1,316,145.50	
General Fund	\$ 284,046.41	
Payroll – Week #23	\$ 1,032,099.09	
Children & Youth Services	\$ 243,261.80	
Liquid Fuels	\$ 6,429.87	
HazMat Fund	\$ 17.20	
Law Enforcement	\$ 1,379.24	
Commissary Fund	\$ 1,687.03	
Records Management	\$ 16,723.00	
Hotel Tax Fund	\$ 228,311.91	
Human Services	\$ 22,278.40	
Capital Project-Reserve	\$ 2,169.66	
Capital Projects	\$ 76,184.13	
911 Fund	\$ 34,190.86	
Internal Service Fund	\$ 175,732.74	

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. Martin moved, seconded by Mr. Phiel, to adjourn the Commissioner’s Meeting at 9:27 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk