

PROPOSED AGENDA, WEDNESDAY, AUGUST 11, 2021:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the July 28, 2021 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.*

Bid Opening:

Date and time advertised to announce the bids received through PennBid for the Water Tower Painting, located in Straban Township, Adams County.

Sheriff's Department:

Recommendation from Sheriff James Muller, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the Customer Renewal Order Form with Eagle Wireless, LLC, a Pennsylvania Corporation, for the PRO PLUS GPS vehicle monitoring and routing software service used in the Department vehicles. This Agreement is effective August 11, 2021 for a term of seventeen (17) months. Total cost to the County for six (6) licenses is \$1,994.78.

District Attorney:

Recommendation from District Attorney Brian Sinnett, and after review by Solicitor Molly Mudd, that the Board approve the STOP Violence Against Women Grant (#36055) application made through the PA Commission on Crime and Delinquency (PCCD) for \$375,000.00 in federal funds. This money will be used to support victim services, law enforcement, and prosecution, by providing necessary staff salaries and expense reimbursement. The application is effective August 3, 2021. No County match is required.

Children & Youth Services:

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

- After review by Solicitor Molly Mudd the following 2021-2022 Purchase of Service Agreements: Diversified Treatment Alternative Center; Drug & Alcohol Rehabilitation Services, Inc.; Bilingual Conexion, LLC; Youth Advocate Programs, Inc.; Adelphoi Village, Inc. and Children's Home of York.

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Children & Youth Services cont'd:

- Appointment of Crissy Redding to the Adams County Children & Youth Advisory Board effective September 1, 2021 for a three-year term.

Department of Emergency Services:

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

- Amendment 1.0 to Grant Agreement SHSP C95000003 between the Pennsylvania Emergency Management Agency (PEMA) and the South Central Pennsylvania Counter Terrorism Task Force (SCTF) for U.S. Department of Homeland Security Federal Fiscal Year 2018 State Homeland Security Grant Program, adding Schuylkill County to the SCTF, adjusting the grant award amount total to \$1,718,733.19, and capping SCTF management and administration expenses at five (5%) percent of the Original Agreement grant award amount.
- Intergovernmental Agreement with the Pennsylvania State Police (PSP), through the Commonwealth of Pennsylvania, for the establishment of a radio talkgroup between the Department of Emergency Services and PSP. This talkgroup will provide the County with situational awareness of PSP-related incidents. The agreement is effective August 11, 2021 for a five (5) year term, at no cost to the County.

Tax Services Department:

Recommendation from Chief Assessor Susan Miller to approve the following:

- Personal Tax Exemption Request for the following who have met the guidelines of the County Policy: Carolyn G. Nicholson, Straban Township; Barbara Krus and Jane Plymire, both of Oxford Township

Disabled Veterans Real Property Tax Exemption Certification:

- Brenda D. Clower, 18 Northern Pike Trail, Fairfield, PA located in Carroll Valley Borough, Parcel #43003-0061, consisting of her home and shed on 1.03 acres, effective with the 2021-2022 School Taxes
- Timothy L. Colon, 3 Howard Drive, East Berlin, PA located in Latimore Township, Parcel #23101-0013 consisting of his home and shed on .77 acres, effective with the 2021-2022 School Taxes
- Evelyn H. Krug, 229 East High Street, New Oxford, PA located in New Oxford Borough, Parcel #34005-0179, exemption will remain as Evelyn Krug is the surviving spouse of Earl W. Krug whose exemption was previously approved.
- Brenda L. Pepper, 206 West King Street, Littlestown, PA located in Littlestown Borough, Parcel #27007-0099 for her home and shed on .52 acres, effective with the 2021-2022 School Taxes

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Tax Services cont'd:

- Recommendation from Daryl Crum, Director, to approve and appoint the following individuals to the Auxiliary Tax Appeal Board, effective August 11, 2021: Barbara Underwood, Cumberland Township; Barbara Walter, Butler Township; William Arrington, Cumberland Township; Robert Hahn, Germany Township; Lisa Moreno-Woodward, Mt. Joy Township

IT Department:

Recommendation from Phil Walter, CIO, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve to appoint Chairman Randy L. Phiel to sign on behalf of the Board the following DocStar document management software system:

- Quality Professional Service Agreement – Agreement with Quality Digital Office Solutions (“Quality”), a Kyocera Group Company and authorized reseller of DocStar products, for DocStar technical support services at a rate of \$100.00/hour, as needed. Agreement effective September 1, 2021 and expires August 31, 2022.

- DocStar Software Renewal Quotation – Agreement with Quality for 71 DocStar user licenses and Software Level 1 maintenance coverage. Total cost to the County is \$12,628.92. Effective September 1, 2021 and expires August 31, 2022.
- Epicor Amendment – Amendment to the DocStar Software License Master Customer Agreement (rev. 2-3-20) with DocStar, a division of Epicor Software Corporation, a Texas company. This Amendment changes the governing law provision to place jurisdiction and venue in the courts of Pennsylvania. Amendment is effective July 28, 2021.
- Quote No. 7445 with iXsystem, a California company, for a 2-year standard hardware warranty and parts replacement extension. This warranty service will provide additional support for the existing FreeNAS system hardware, which serves as the County’s primary on-site data backup. This Agreement is effective August 17, 2021 and terminates August 16, 2023. Total cost to the County is \$1,444.70.
- Quote #1012773 dated July 10, 2021 for Meraki Systems Manager Enterprise Device License provided by Link Computer Corporation of Bellwood, Pennsylvania, an authorized Meraki reseller, pursuant to COSTARS pricing contract #003-040. The Quote provides for (600) mobile device manager software licenses for a term of one (1) year, effective June 1, 2021, at a total cost of \$14,700.00. Quote is subject to the Cisco Meraki, Inc. terms and conditions previously approved by the Board on April 21, 2021.

Commissioner’s Office:

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

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Commissioner’s cont’d:

- Memorandum of Understanding between Adams County and the American Federation of State, County, and Municipal Employees, AFL-CIO, District Council 89 (AFSCME) that due to the prolonged staffing shortage at the Adams County Adult Correctional Complex (ACACC), the County and AFSCME agree effective August 16, 2021 to change to a 12-hour shift schedule in an effort to alleviate mandated overtime and other challenges presented by the staffing shortage, to continue until such time as the staffing levels at the ACACC are restored and reach 85% for the total staffing complement for Corrections Officers and Sergeants.
- Award the Human Services Building (HSB) Roof-Mounted Solar Array Project to Kenyon Energy, LLC of Florida, working in partnership with OnSwitch, Inc., a California corporation. Kenyon Energy offered the most efficient roof-mounted solar energy system of three (3) proposals received and reviewed by the County’s engineering firm, C.S. Davidson, and has extensive experience implementing solar energy systems for both smaller municipalities and large corporations in Pennsylvania and through-out the United States. The scope of the project will include leasing the empty roof space of the HSB to Kenyon Energy for the purpose of installing a 446 kW (DC) solar array at no cost to the County, and entering into a Purchase Power Agreement with Kenyon Energy, whereby the County will purchase energy generated from the solar array at a predetermined energy rate of \$0.09/kWh (with a 2% annual escalator) through a Purchase Power Agreement for a 25-year term. It is anticipated that the roof-mount solar array will supply all of the HSB energy needs through-out the 25-year term of the lease, in a carbon-free, environmentally sound and agriculturally friendly footprint.

Personnel Report:

Courts:

- Domestic Relations: Note the employment of Olivia Allen, Conference Officer, Case Management Officers – Kimberly Lawrence, Cathy Lehmer and Elizabeth Willis, all effective August 9, 2021

Tax Services:

Recommendation from Daryl Crum, Director, to approve the employment of Erin Cassidy, Customer Service Assessor, effective August 9, 2021.

Public Defender:

Recommendation from Public Defender Kristin Rice to approve an unpaid internship for Cristian Mejia, effective September 1, 2021 through December 1, 2021 for ten (10) hours/week.

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Personnel Report cont'd:

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, to approve the employment of the following Corrections Officers, pending successful completion of background screenings: Taylor Jeffreys, effective August 9, 2021.

Separation of Employment with permission to post:

- James O’Shea, Part Time Security Officer, effective July 28, 2021
- Retirement of Dolores “Sue” Hess, Tipstaff, effective October 29, 2021
- Retirement of Sandra Kershaw, Deputy Clerk 2-Collections in Clerk of Courts Office, effective August 27, 2021
- Kayla Warner, Legal Secretary in the District Attorney’s Office, effective August 13, 2021
- Daniel Toper, Assistant District Attorney, effective September 1, 2021
- Kelley Margetas, Assistant District Attorney, effective September 2, 2021
- Erin Heefner, Part Time 911 Telecommunicator, effective August 4, 2021
- Ashley Johnson, Lieutenant, ACACC, effective August 21, 2021
- Victoria Stewart, Corrections Officer, effective July 30, 2021
- Saige Stevens, Internship for Register & Recorder, effective August 12, 2021
- Rebecca Rockwell, Budget & Purchasing Intern, effective August 11, 2021
- Roman Musilli, Legal Intern with the District Attorney’s Office, effective August 13, 2021

Expenditures:

Approve the following expenditures for the period July 26, 2021 through August 8, 2021:

General Fund Total	\$ 1,545,694.48	
General Fund	\$ 547,340.41	
PCard Payment	\$ 13,520.69	
Payroll – Week #31	\$ 984,851.38	
Children & Youth Services	\$ 238,770.41	
Liquid Fuels	\$ 20,644.87	

HazMat Fund	\$	691.11
CDBG	\$	7,630.47
Ag Land Funds	\$	358,574.91
Commissary Fund	\$	5,805.37
Records Management	\$	5,995.00
Capital Projects	\$	3,097.53
911 Fund	\$	20,156.96
Internal Service Fund	\$	56,466.27
Unclaimed Money	\$	18.50

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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: