

WEDNESDAY, OCTOBER 5, 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; Solicitor Molly R. Mudd; John Phillips, Controller; Lindsey Ringquist, Assistant Solicitor; Rob Thaeler, Senior Planner; Harlan Lawson, Economic Development Specialist; Cecilia Billingsley and Lisa Angstadt, Planning Department; Candi Clark, Court HR Generalist; Daryl Crum, Tax Services Director; Susan Miller, Chief Assessor; Jane Rentsel, Tax Services; Staff from Tax Services; Participants by phone: Commissioner Marty Karsteter Qually; Sarah Finkey, ACCYS Administrator and Danette Laughman, Deputy HR Director; News Reporter Vanessa Pellechio Sanders, *Gettysburg Times* and Judi Seniura, *Gettysburg Connections* and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Phiel, to approve the Minutes of the September 21, 2022 Commissioner's Meeting as presented.

Motion carried.

Proclamations:

- Mr. Martin moved, seconded by Mr. Phiel to adopt and proclaim October 17 thru October 22, 2022 as **"WEEK WITHOUT VIOLENCE** in Adams County. This proclamation was presented to Nancy Lilley, from Adams Gettysburg YWCA and a representative from Safe Home.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to adopt and proclaim October 2022 as **"DOMESTIC VIOLENCE AWARENESS MONTH** in Adams County. This proclamation was presented to Sara Harvey of Hanover Safe Home.

Motion carried.

Presentation:

At this time Chairman Phiel recognized P. Jane Rentsel, Special Programs Coordinator for the Tax Services Department who has given 23 years of dedicated service to the County. Daryl Crum, Director of Tax Services acknowledged Jane and noted her many achievements throughout the years.

Motion carried.

Public Comment:

No Public Comment was brought before the Board at this time.

Community Development Block Grant Public Hearing:

Chairman Phiel announced this is the date and time advertised to hold a public hearing to accept public comment on the proposed budget modification for the 2020 Community Development Block Grant-CV Program and called the public hearing to order at 9:30 a.m. At this time Chairman Phiel recognized Harlan Lawson, Economic Development Specialist. Mr. Lawson noted for the record that Adams County intends to remove \$41,150.00 from the New Hope Ministries Rent/Utilities Assistance project and add the \$41,150.00 to the Alpha Fire Company COVID-19 Response Staffing, Supplies and PPE project. The reason for the budget modification is that New Hope Ministries applied for and received Emergency Rental Assistance Program (ERAP) funds to be used for rental and utility assistance. These funds have less restrictions and were provided to many of our communities during the height of COVID.

Chairman Phiel asked if there was any public comment to be received on this budget modification for the 2020 Community Development Block Grant-CV Program. The record shall show that no public comment was received.

The public hearing adjourned at 9:32 a.m. this date.

Planning Department – 2020 CDBG-CV:

With recommendation from Harlan Lawson, Economic Development Specialist, Mr. Martin moved, seconded by Mr. Phiel, to approve the submission of the budget modification for the 2020 CDBG-CV program to the Department of Community & Economic Development.

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: Bruce Kelly; County of Northampton

Motion carried.

Public Defender:

With recommendation from Public Defender Kristin Rice, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners sign the Professional Services Agreement with Mark Maas, P.I., who is licensed in both Pennsylvania and Maryland. P.I. Maas will perform investigatory services for the Adams County Public Defender's Office on an as needed basis. The term of this Agreement is August 16, 2022 to August 15, 2024. P.I. Maas shall charge the County an hourly rate of \$75.00, not to exceed \$15,000 for any individual investigation.

Motion carried.

Tax Services:

With recommendation from Susan Miller, Chief Assessor, Mr. Martin moved, seconded by Mr. Phiel, to approve the following:

- Disabled Veterans Real Property Tax Exemption Certifications effective with the 2023 County/Municipal taxes:
 - Parcel #16010-0406, located in Gettysburg Borough, home on .08 acres
 - Parcel #29C06-0087, located in Menallen Township, home on 1.22 acres
- Removal of the Disabled Veterans Real Property Tax Exemption Certification on Parcel #07F07-0082, located in Butler Township to be placed back on the tax rolls effective with the 2023 County/Municipal taxes
- Personal Tax Exemption request for the following who meet the guidelines of County policy: Joseph Perna, Cumberland Township; Patricia Eyler and Blanche J. Anderson, both of Oxford Township; Evelyn A. Hammer, Straban Township

Motion carried.

With recommendation from Daryl Crum, Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners designate Chairman Randy L. Phiel to approve the Annual Maintenance Contracts for Tax Services' billing software with Grandjean & Braverman, a Pennsylvania Company. The terms of the Agreements are one (1) year, commencing on January 1, 2023 and terminating on December 31, 2023. Total upfront cost to the County is \$11,300.00, with any additional service hours to be billed at a rate of \$115.00 per hour.

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 appoint Chairman Randy L. Phiel to sign on behalf of the Board the Subgrant Award Notification from the Pennsylvania Commission on Crime and Delinquency (PCCD) for Subgrant No. 2019/2021-JG-LS-36749 in the amount of \$229,339.00 for the “Transition to Success” program to be administered through partnerships with the Adams County Department of Probation Services as well as community partners.

Motion carried.

Human Resources:

With recommendation from Danette Laughman, Deputy Director of HR, Mr. Martin moved, seconded by Mr. Phiel, to approve the Minimum Municipal Obligation Worksheet (MMO) for Adams County Pension Plan (01-000-1 N) for Plan Year 2023 for submission to the Pennsylvania Municipal Retirement System.

Motion carried.

Commissioners:

With recommendation from Solicitor Molly R. Mudd that the Board of Commissioners approve the following:

- Mr. Martin moved, seconded by Mr. Phiel, to appoint Chairman Randy L. Phiel to sign on behalf of the Board of Commissioners the Contractor’s Application for Payment #13 filed by the Energy Network (TEN) of Pittsburgh on or about July 22, 2022 for \$77,933.92 reflecting the final balance of retainage due to Contractor on the Energy Efficiency and Building Envelope (ESCO) Project, the County having Certified the Final Acceptance of Work on or about July 25, 2022.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to appoint Chairman Randy L. Phiel to sign on behalf of the Board of Commissioners Pay Application No. 11 dated September 21, 2022 for Contractor D.A. Nolt, Inc. of Berlin, New Jersey for work totaling \$266,464.36 on the Human Services Building Re-Roofing Project.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to approve the Separation Agreement and General Release between the County of Adams and Employee Steven Atwood whereby the County agrees to pay Atwood the sum of Eight Thousand Dollars and Zero Cents (\$8,000.00) in full satisfaction of any and all claims and/or grievances asserted or unasserted by Employee, including but not limited to a grievance filed by Atwood against the County through his Collective Bargaining Unit, AFSCME District Council 89, grievance number 89-2637-50424, and/or any other claims and grievances that he has or may have against the County arising out of or otherwise connected to his employment with the County.

Motion carried.

Personnel Report:

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

Courts:

Domestic Relations:

- Note the employment of Ernesto Fierro, Conference Officer, effective October 11, 2022
- Separation of employment for Stacie Wineholt, Conference Officer, effective October 6, 2022

Probation Services:

- Separation of employment of Bailey Lutz, Probation Officer, effective October 7, 2022

Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the employment of Amanda Thoday and Annabelle Beacham, 911 Telecommunicators, effective October 11, 2022.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, to approve the following:

- Corrections Officers, pending successful completion of background screenings: Neil Wentz, Reginald Hanson and Petrfrancis Stringer, effective September 26, 2022
- Transfer Dylan Powell, from Corrections Officer to Maintenance Tech II, effective September 26, 2022.
- Transfer Corrections Officer Ashley Hockman from fulltime to part time regular), effective September 12, 2022

Separation of Employment with permission to post:

- Retirement of Kristin Rice, Public Defender, effective December 31, 2022
- Erin Cassidy, Customer Service Assessor in Tax Services, effective September 21, 2022
- Christine Alvey, First Class Deputy Sheriff, effective October 7, 2022
- Shawn Masucci, Corporal-Training & Transportation in the Sheriff's Department, effective October 7, 2022
- Rescind offer of employment for Cory Wargo, Children & Youth Caseworker 1, effective September 26, 2022
- Travis Hutchinson, Corrections Officer, effective September 20, 2022
- Alexandra Shahid, Corrections Officer, effective October 12, 2022
- Rescind offer of employment for David Delacruz, Security Officer, effective September 26, 2022

Motion carried.

Expenditures:

Mr. Martin moved, seconded by Mr. Phiel, to approve the following expenditures for the period September 17 through September 30, 2022

General Fund Total	\$ 1,821,115.01
General Fund	\$ 798,499.73
Pcard Payment	\$ 17,331.03
Payroll – Week #39	\$ 1,005,284.25
Children & Youth Services	\$ 345,270.52
Liquid Fuels	\$ 17,759.06
HazMat Fund	\$ 12.00
Commissary Fund	\$ 3,949.08
Records Management	\$ 3,155.00
Pass Through Grant-Interest	\$ 1,491,695.46
American Rescue Plan Act 2021	\$ 7,188.30
Capital Projects	\$ 148,407.33
911 Fund	\$ 54,337.54
Internal Service Fund	\$ 410,624.31

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 9:47 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk