

WEDNESDAY, MARCH 23, 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; Solicitor Molly R. Mudd; John Phillips, Controller; Beth Cissel, Deputy Controller; Michele Miller, HR Director; Don Fennimore, Court Administrator; Candi Clark, Court HR Generalist; Melissa Devlin, Director of Budget & Purchasing; Todd Garret, Budget Analyst 2; Phil Walter, CIO (Phone); Sherri Clayton-Williams, Planning Director (phone); Carol Miller; News Reporter Alex Hayes, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the March 9, 2022 Commissioner’s Meeting as presented.

Motion carried.

Proclamation:

- Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim April 2, 2022 as **“THADDEUS STEVENS STATUE DEDICATION DAY”** in Adams County. This proclamation was presented to Ross Hetrich and members of the Thaddeus Stevens Society.

Motion carried.

Public Comment:

- Carol Miller, Gettysburg, PA – a resident and taxpayer of Adams County with a concern regarding the resignations, rescinding of employment offers for corrections officers, experienced corrections officers and lieutenants leaving employment at the Adams County Adult Correctional Complex. For the safety of staff and inmates she asked the Board of Commissioners to review her concerns.

Court:

With recommendation from Don Fennimore, Court Administrator, and with concurrence from the Board of Commissioners, Mr. Martin moved, seconded by Mr. Qually, to approve the following 2023 Holidays:

New Year’s Day (Observed)	January 2, 2023 (Monday)
Martin Luther King, Jr., Day	January 16, 2023 (Monday)
President’s Day	February 20, 2023 (Monday)
Good Friday	April 7, 2023 (Friday)
Memorial Day Holiday	May 29, 2023 (Monday)
Independence Day	July 4, 2023 (Tuesday)
Labor Day	September 4, 2023 (Monday)
Columbus Day	October 9, 2023 (Monday)
Veterans’ Day (Observed)	November 10, 2023 (Friday)
Thanksgiving Day	November 23, 2023 (Thursday)
Thanksgiving Day Holiday	November 24, 2023 (Friday)
Christmas Day	December 25, 2023 (Monday)
Christmas Holiday	December 26, 2023 (Tuesday)

Motion carried.

Probation Services:

With recommendation from Gale Kendall, Chief, Probation Officer and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the following:

- State Offender Supervision Fund Agreement FY 2021-2022 Renewal Signature Page (“Agreement”) with the Commonwealth of Pennsylvania through the Pennsylvania Board of Probation and Parole. This Agreement renews the Master Supervision Funds Agreement approved by this Board on May 17, 2017 for fiscal year 2021-2022. The purpose of the Agreement is to reimburse the County for Offender Supervision Fees received by the PA Department of Revenue from the County for the period beginning May 1, 2021 and ending April 30, 2022. This Agreement is effective on the date last signed by the Commonwealth.

Motion carried.

Building and Maintenance:

With recommendation from Larry Steinour, 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 sign the Quote from NRG Building Services of Harrisburg, to provide Building Automation System controls for 41 fan coils and 4 VVTs in the Adams County Courthouse. This will enable the existing fan coils and VVTs to communicate seamlessly with BAS Front End. The period of performance for this Agreement is March 23, 2022 to September 23, 2022. Total cost to the County is \$79,700.00.
- Addendum to the Terms and Conditions of Sale with H&H Sales Associates, Inc., of Mechanicsburg, which incorporates the County’s standard terms and conditions into H&H’s Terms and Conditions of Sale. This vendor will be utilized by Building and Maintenance for provision of HVAC parts and equipment. The Agreement is effective March 23, 2022.

Motion carried.

Information Technology:

With recommendation from Phil Walter, CIO, in coordination with Emergency Services Director Warren Bladen, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the following quotes with Link Computer Corporation, an authorized reseller of VMware, Inc. products:

- VMware Co-Term (Quote #1015703): Provides eight (8) licenses and support for vSphere 7 Enterprise Plus, VMware’s cloud computing virtualization platform. The cost of each license is \$842.00, for a total cost of \$6,736.00. This quote is subject to the terms of the County Commissioners Association of PA (“CCAP”) Enterprise License Agreement, last executed on May 25, 2021, and pricing is made pursuant to the CCAP VMware Consortium Contract (00263771). Effective date of this Agreement is January 3, 2023 and terminates December 5, 2023.
- VMware Renewal 2021 – CCAP (Quote #1014183): Provides the renewal of ten (10) Enterprise and four (4) Standard licenses and support for vSphere 7, for a total cost of \$11,325.00. This quote is subject to the terms of the County Commissioners Association of PA (“CCAP”) Enterprise License Agreement, last executed on May 25, 2021, and pricing is made pursuant to the CCAP VMware Consortium Contract (00263771). Effective date of this Agreement is December 6, 2022 and terminates December 5, 2023.
- VMware – Emergency Services (Quote #1015861): Provides the renewal of six (6) vSphere 6 Standard licenses and support and one (1) vCenter Server Standard for vSphere 6 license and support, for a total cost of \$2,136.00. This quote is subject to the terms of the County Commissioners Association of PA (“CCAP”) Enterprise License Agreement, last executed on May 25, 2021, and pricing is made pursuant to the CCAP

VMware Consortium Contract (00263771). Effective date of this Agreement is May 6, 2022 and terminates May 5, 2023.

Motion carried.

Tax Services:

- With recommendation from Director Daryl Crum, 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 sign the Quote from Grandjean & Braverman, a Pennsylvania company, to migrate the Tax Claims database and support files to a new server. This is necessary because the current server is nearing end of life. The period of performance for this Agreement is March 23, 2022 to April 30, 2022. Total cost to the County is \$2,700.00.

Motion carried.

- With recommendation from Chief Assessor Susan Miller, Mr. Qually moved, seconded by Mr. Martin, to approve the following Disabled Veterans Real Property Tax Exemption Certifications:
 - Barry W. Reeher, 993 Mount Hope Road, Fairfield, PA, Parcel #18B14-0066A, located in Hamiltonban Township, for his home on 1.30 acres, effective with the 2022-2023 School Taxes.
 - Susan A. Wally, 2193 Chambersburg Road, Gettysburg, PA, surviving spouse of Joseph Wally, for the existing exemption to remain on Parcel #12D11-0103.
- Personal Tax Exemption Requests: Approve exemption of personal taxes for the following who have met the guidelines of County policy: Thelma S. Strausbaugh, Straban Township; Vicki L. Wormley, Cumberland Township

Motion carried.

Planning and Development:

With 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:

- Submission of extension request to the Pennsylvania Department of Community & Economic Development and to authorize Chairman Phiel to sign the extension request until May 28, 2023 for the completion of activities under FY 2018 CDBG Grant # C000072003 for the following projects:
 - Bendersville Borough Curb Cuts
 - PVMA Aspers North Road Waterline Replacement
 - United Way ADA Upgrades

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to adopt and approve the following items related to the Agreement for Grant Funding with the Commonwealth of Pennsylvania, through the Department of Transportation (“PennDOT”):
 - Resolution No. 3 of 2022 – This Resolution authorizes this Board to execute the Master Grant Agreement (below) with PennDOT and to execute subsequent Work Orders made pursuant to the Master Grant Agreement for the period commencing July 1, 2022 and ending June 30, 2028 as follows:

RESOLUTION NO. 3 OF 2022

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF ADAMS AUTHORIZING THE BOARD TO EXECUTE THE MASTER GRANT AGREEMENT FOR THE PERIOD OF JULY 1, 2022 THROUGH JUNE 30, 2028 WITH THE COMMONWEALTH OF PENNSYLVANIA THROUGH THE DEPARTMENT OF TRANSPORTATION AND SUBSEQUENT WORK ORDERS

WHEREAS, the County of Adams, Pennsylvania (the “County”), is a fifth class county and municipal corporation, operating under the laws of the Commonwealth of Pennsylvania; and

WHEREAS, the County desires to enter into a Master Grant Agreement, Number C920001360 for the period of July 1, 2022 through June 30, 2028 with the Commonwealth of Pennsylvania, acting through the Department of Transportation (“Department”); and

WHEREAS, the County also desires to enter into subsequent Work Orders under the Master Grant Agreement, Number C920001360 for the period of July 1, 2022 through June 30, 2028 with the Commonwealth of Pennsylvania, acting through the Department; and

WHEREAS, the work will be performed by the Adams County Office of Planning and Development in accordance with the Unified Planning Work Program (“Work Order”); and

NOW THEREFORE, BE IT RESOLVED, and it is hereby **RESOLVED**, by the County of Adams, Pennsylvania, by its governing body, the duly elected and incumbent Board of County Commissioners, Randy L. Phiel, James R. Martin, and Marty Karsteter Qually as follows:

That Commissioners Randy L. Phiel, James E. Martin, and Marty Karsteter Qually, and Chief Clerk Paula V. Neiman, are hereby authorized to execute the Master Grant Agreement, Number C920001360, as well as subsequent Work Orders for the period of July 1, 2022 through June 30, 2028 with the Department as attached hereto.

THIS RESOLUTION IS DULY ADOPTED ON this 23rd day of March 2022, at a duly advertised and convened public session.

ATTEST:	ADAMS COUNTY COMMISSIONERS
<u> /s/ </u>	<u> /s/ </u>
Paula V. Neiman, Chief Clerk	Randy L. Phiel, Chairman
	<u> /s/ </u>
	James E. Martin, Vice Chairman
	<u> /s/ </u>
	Marty Karsteter Qually, Commissioner

- Master Grant Agreement– This Agreement with PennDOT provides the County with a total allocation of \$1.6 million in federal and state funding. The funds are to be used as reimbursement for various transportation planning projects within the County as determined by subsequent Work Orders during the payment period commencing July 1, 2022 and ending June 30, 2028. This Agreement is effective on the date last executed by the parties and will terminate no later than June 30, 2032.

Motion carried.

Adams County Adult Correctional Complex:

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the Pennsylvania Commission on Crime and Delinquency (“PCCD”) Grant Application for the Byrne Justice Assistance Grant Program (Subgrant 36749) in the amount of \$229,339.00, as well as PCCD’s Standard Subgrant Conditions. The federal grant money, if awarded, will be used to furnish, and remodel two (2) housing units in the Adult Correctional Complex that have been designated for a new pilot program called “Transition to Success,” which is based on the Scandinavian model of incarceration. This pilot program, if successful, could significantly reduce recidivism rates in Adams County. The Application and Standard Subgrant Conditions are effective March 23, 2022. No County match required.

Motion carried.

Voter Registration/Elections:

Board Chairman Phiel noted the Casting of Lots to determine ballot position on the May 17th Primary Ballot will begin at 10:00 am today, Wednesday March 23, 2022, in the Historic Courtroom.

Commissioner's Office:

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

- Mr. Qually moved, seconded by Mr. Martin, to approve the Adams County Information Technology Multi-Factor Authentication Policy (No. 121.04). This policy will implement the use of hardware and software multi-factor authentication ("MFA") throughout County IT systems for the purpose of providing industry-leading security for County data and systems against malicious cyber-attacks. The effective date of this Policy is March 23, 2022.

Motion carried.

Authorize the advertisement of the following:

- Mr. Qually moved, seconded by Mr. Martin, to authorize the advertisement of the Multi-County Broadband Feasibility Study for Proposals to be received through the PennBid digital platform beginning April 6, 2022 at 10:00 a.m. prevailing time and closing May 18, 2022 at 8:00 a.m. prevailing time.

Motion carried.

Personnel Report:

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

Court:

Recommendation from Don Fennimore, Court Administrator to note the separation of employment for Elizabeth Males, General Clerk in MDJ Harvey's Office, effective April 1, 2022.

Motion carried.

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

Register & Recorder:

Recommendation from Register & Recorder Karen Heflin to approve and extend the employment of Beth Corson, Part time as needed Clerk Floater, up to 25 hours/week, effective March 10, 2022 thru June 3, 2022.

Security:

Recommendation from Mark Masemer, Director, to approve the employment of John Brown, Security Officer, Part time Regular, effective March 14, 2022.

Adams County Adult Correctional Complex:

- Recommendation from Warden Katy Hileman, pending successful completion of background screenings, approve the employment of the following Corrections Officers: Melanie Minehart, Brian Jagat and Amanda Mackey, effective March 21, 2022; Jordan Jackson, Stephen Fanflik, effective March 28, 2022. NOTE: Brian Jagat withdrew his employment application effective March 21, 2022. NOTE: Rescind the offer of employment for Amanda Mackey and Melanie Minehart, Corrections Officers due to failure to successfully complete the pre-employment requirements, effective March 21, 2022.

- Transfer Maria Mejia-Soriano from fulltime to Corrections Officer, Part time Regular, not to exceed 29 hours/week, effective March 7, 2022

Separation of Employment with permission to post:

- Corrections Officers: Charles Adamson, effective March 9, 2022; Jake Meli, effective March 13, 2022; Robert Molloy, effective March 14, 2022

Motion carried.

Expenditures:

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period March 7, 2022 through March 18, 2022:

General Fund Total	\$ 2,117,258.61
General Fund	\$ 881,503.06
Debt Service Payments	\$ 222,128.13
Payroll – Week #11	\$ 1,013,627.42
Children & Youth Services	\$ 218,366.44
Liquid Fuels	\$ 14,876.56
HazMat Fund	\$ 745.01
Law Enforcement	\$ 299.86
Commissary Fund	\$ 10,776.16
Act 137 (Affordable Housing)	\$ 79,664.30
Hotel Tax Fund	\$ 84,044.22
Human Services Fund	\$ 3,284.40
Act 13 Bridge Improvements	\$ 2,107.97
Parks, Recs & Green Space Program	\$ 2,500.00
Pass Through Grant-Interest	\$ 1,000,000.00
Capital Project-Reserve	\$ 1,190.00
911 Fund	\$ 5,192.61
Internal Service Fund	\$ 609,041.45

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 9:56 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk