

AGENDA, WEDNESDAY, FEBRUARY 5, 2025:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the January 22, 2025 Commissioners' Meeting as presented.

Proclamation:

- **“Court Reporting and Captioning Week”** – February 1-8, 2025

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 Solicitor Molly R. Mudd, that the Board of Commissioners approve the purchase of forty (40) annual subscriptions to Duolingo, a Pennsylvania Company. This Program will enable the Court to provide access to training in basic conversational Spanish for interested staff. Total cost to the County is \$2,671.60, which will be reimbursed to the County from Court funds.

Probation Services:

Recommendation by Chief Kristi Fields, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve two (2) Enrollment Agreements with The Professional Leadership Academy, sponsored through the National Association of Counties (NACo). These Agreements provide one-week leadership trainings for four (4) Probation staff members, three (3) enrollments in “Leading on Purpose” and one (1) enrollment in “High Performance”. Total cost of enrollment for the Probation staff members is \$3,495.00. The Court will reimburse the County in full for the expense from court-controlled funds. These Agreements are effective February 5, 2025.

Planning & Development:

Recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Affordable Housing Trust Fund Agreement with the Adams County Housing Authority. This Agreement grants \$70,000.00 from the County's Affordable Housing Trust Fund to the Housing Authority to assist with the continuing provision of affordable housing in the County upon notice of the U.S. Department of Housing and Urban Development temporary suspension of Affordable Housing Vouchers. This Agreement is effective February 5, 2025, for a one-year term.

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Children & Youth Services (CYS):

Recommendation from Sarah Finkey, Administrator and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Change In Lease Terms Addendum To Residential Lease (“Amendment”) with SAG Real Estate. This Amendment extends the current term of a Gettysburg area apartment lease used for CYS’s Independent Living Program for a period of one (1) year beginning March 1, 2025 and ending February 28, 2026. In addition, the Amendment increases the monthly rent from \$1,260.00 per month to \$1,295.00 per month (\$15,540.00 per year). This Amendment is effective February 5, 2025.
- 2024-2025 Purchase of Service Agreement with Commonwealth Clinical Group, Inc.

Tax Services:

- Recommendation from Daryl Crum, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the CAMA Software Implementation Agreement with Vision Government Solutions, Inc. This Agreement provides necessary updates to the County’s legacy computer-assisted mass appraisal (“CAMA”) software. The implementation of the new Vision 8 CAMA software costs \$382,890.00. It is further recommended that the Board approve the CAMA Software Subscription Agreement, which provides licenses for 25 users for the Vision 8 Cama Software, at a rate of \$55,300.00 per year following implementation. These Agreements are effective February 5, 2025.
- Recommendation from Susan Miller, Assistant Director/Chief Assessor, to approve the Disabled Veterans Real Propety Tax Exemption Certification for the following:
 - Parcel #35K12-0166 for a home on .58 acres located in Oxford Township, effective with the 2025 County/Municipal Taxes
 - Meeting the Guidelines of County Policy – approve the personal tax exemption for Marlene Mills-Smith and Joyce Connor, both of Oxford Township

IT Department:

Recommendation from CIO Phil Walter, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the quote from Link Computer Corporation, a Pennsylvania Company, for licensing of security software which will further build out a zero-trust architecture on County systems. This Quote is made pursuant to Carahsoft Government Contract #343477385. Total cost to the County is \$14,568.00, which is accounted for in the 2025 IT budget.

Department of Emergency Services:

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

Department of Emergency Services cont'd:

- Federal Fiscal Year 2024 State Homeland Security Grant Program Agreement C950004782 between the Pennsylvania Emergency Management Agency (PEMA) and the South Central Pennsylvania Counter Terrorism Task Force (SCTF), of which Adams County is a member. This Agreement provides for a grant award of \$1,086,766.00 to support planning, training, preparedness, and response to acts of terrorism and other catastrophic events. The term of this Agreement is the date of last Commonwealth signature through December 29, 2027. The Period of Performance is September 1, 2024 through August 31, 2027. No County match is required.
- Intergovernmental Agreement For Talkgroups with the Pennsylvania State Police (PSP). This Agreement establishes a radio talkgroup between PSP and the County to promote situational awareness regarding PSP-involved incidents for the purpose of improving cooperation between PSP and the County 911 Center. There is no additional cost to the County. This Agreement is effective as of the date last signed by the Commonwealth for a term of twenty (20) years, unless terminated earlier by either party. It is further recommended that the Board approve Resolution #2 of 2025, which effectuates the terms of the aforementioned Agreement, as required by the Intergovernmental Cooperation Authority Act, 53 Pa.C.S. § 2301 *et seq.*

Victim Witness:

Recommendation from Samantha Hoffman, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Subgrant Award Notification for the Awareness, Notification, and Restitution Grant (#44544) through the PA Commission on Crime and Delinquency (PCCD) for an award of \$83,347.00 in State funds. These funds will be used to support victim services, by providing necessary staff salaries and supplies. The project period is January 1, 2025 through December 31, 2025. No County match is required.

Adams County Adult Correctional Complex (ACACC):

Recommendation by Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Ratify the signature of Chairman Randy L. Phiel on the Annual Service Agreement with Tek84, a California company. This Agreement covers all repair parts, labor, and shipping as needed; one (1) preventative maintenance visit; a software system review; and one (1) radiation safety survey of the ACACC's Intercept Whole Body Scanner. The term of the Agreement is one (1) year, commencing on January 24, 2025 and terminating January 23, 2026. Total cost to the County is \$11,225.00.
- Designate Chairman Randy L. Phiel to sign the quote from Governmentjobs.com, Inc., D/B/A NEOGOV, a California company, for renewal of the ACACC's PowerDMS and Power Ready software. PowerDMS is the ACACC's Policy Management Software, and allows the ACACC to provide documentation to the

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Adams County Adult Correctional Complex (ACACC) cont'd:

Pennsylvania Department of Corrections for Title 37 Inspections. PowerReady is utilized in conjunction with the field training officer program for the on-the-job training portion of the Basic Training Academy. The term of the Agreement is one (1) year, commencing April 24, 2025 and terminating April 23, 2026. Total cost to the County is \$15,632.80.

Elections & Voter Registration:

Recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners ratify the Election Integrity Grant Program Post-Election Report to be submitted to the PA Department of State. This Report details eligible expenditures for the Election Integrity Grant Program pursuant to Act 88 of 2022 and certifies the accuracy of such expenditures. Eligible expenditures for the 2024 General Election totaled \$255,197.07.

Adams County Industrial Development Authority (ACIDA):

Recommendation from Robin Fitzpatrick, President, on behalf of the ACIDA Board of Directors, to re-appoint Ken Farabaugh to a five-year term on the ACIDA Board that will expire on December 31, 2029.

Adams County General Authority (ACGA):

Recommendation from Robin Fitzpatrick, President, on behalf of the ACGA Board of Directors to appoint Justin Hockley to a five-year term on the ACGA Board that will expire on December 31, 2029.

Commissioners:

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

- Resolution #3 of 2025 – A Resolution of the County of Adams, Commonwealth of Pennsylvania, establishing and setting the rate of compensation for the collection of County Taxes for Fiscal Years 2026, 2027, 2028 and 2029

Personnel Report:

District Attorney:

- Change the hours from a 40-hour work week to a 37.5-hour work week for Tammy Gida, Legal Assistant, effective December 30, 2024.
- Kristyan Gates-Clabaugh, Legal Assistant, effective February 10, 2025. Please note that Ms. Gates-Clabaugh is transferring from the Clerk of Courts Office.

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Personnel Report cont'd:

Clerk of Courts:

- Promotion of Wendy Abplanalp from Deputy Clerk 2/New Case Clerk to Court Specialist 1, effective February 10, 2025 with permission to post the vacant Deputy Clerk2/New Case Clerk position.

Children & Youth Services:

- Promotion for Pamela Stinnett from Caseworker 1 to Caseworker 2, effective January 27, 2025.
- Employment of Charissa Woodward, Caseworker 1, effective February 3, 2025.

Veterans' Affairs:

- Employment of Michael Meehan, Veterans Service Officer, effective February 3, 2025.

Adams County Adult Correctional Complex:

- Employment of the following Corrections Officers, pending successful completion of all required pre-employment screenings: Collin Smith and Mark Bauer, effective February 3, 2025

Separation of Employment with permission to post:

- Jeffery Prawdzik, Deputy First Class, Sheriff's Department, effective February 14, 2025
- Rescind the employment offer for Collin Smith, Corrections Officer, effective February 3, 2025

Expenditures:

Approve the following expenditures for the period January 20, 2025 through January 31, 2025:

General Fund – Operational	\$ 1,133,163.50
Payroll – Week #05	\$ 1,230,773.45
Total General Fund	\$ 2,363,936.95
Children & Youth Services	\$ 427,129.88
Liquid Fuels	\$ 14,525.28
HazMat Fund	\$ 79.64
Commissary Fund	\$ 6,159.71
Act 137 (Affordable Housing)	\$ 111,213.20
Coroner VISA	\$ 50.00
Capital Projects	\$ 65.87

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Expenditures cont'd:

911 Fund	\$ 173,117.01
Internal Service Fund	\$ <u>291,085.30</u>
Total Special Funds	\$1,023,425.89
Total Expenditures	\$3,387,362.84

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: