

## **AGENDA, WEDNESDAY, JANUARY 22, 2025:**

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

### **Pledge of Allegiance**

### **Minutes:**

Approve the Minutes of the January 9, 2025 Commissioners' Meeting as presented.

### **Presentation:**

- **"225<sup>th</sup> ANNIVERSARY OF ADAMS COUNTY – January 22, 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.*

### **District Attorney:**

Recommendation from District Attorney Brian Sinnett, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the STOP Grant Application with the Pennsylvania Commission on Crime and Delinquency (PCCD) and PCCD's Standard Subgrant Conditions. This Application seeks \$125,000.00 for the purpose of providing special prosecution, law enforcement, and victim services for victims of domestic violence. The grant money will go toward paying part of the salaries of a Legal Secretary, Assistant District Attorney, and Chief County Detective who primarily handle cases involving domestic violence; the salary of a counselor/outreach advocate at the Pennsylvania Coalition Against Rape (PCAR); and the salaries of Client Advocates at YWCA-Hanover Safe Home. The Application is effective January 22, 2025.

### **Register & Recorder:**

Recommendation by Register and Recorder Karen Heflin, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to approve the renewal of the annual support agreement with High Tech, a North Carolina company, which provides hardware and software support for public copying services. The term of the Agreement commences on January 1, 2025 and terminates December 31, 2025. Total cost to the County is \$805.

### **Probation Services:**

Recommendation by Chief Kristi Fields, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners sign the following:

- Statement of Work from Corrections Development, Inc., of Penndel, PA, for modifications to the Adult Probation Case Management System and on-going maintenance and support for the system. The term of this Agreement is January 1, 2025 to December 31, 2025. Total cost to the County is \$17,600.

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Probation Services continued:

- Juvenile Court Judges' Commission (JCJC) Juvenile Probation Services grant award #FC4100098200 in the amount of \$71,777.00, for the grant period of July 1, 2024 through June 30,2025.

**AG Land Preservation:**

Recommendation from Ellen Dayhoff, Rural Resource Manager and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Certification of County Funds for the 2025 Ag Land Preservation Program Year for a total of \$657,677.00 as follows:

- Allocation of 2025 County Match Funds from County Revenues           \$ 482,480.00
- Total Interest collected from 2024 County Clean & Green               \$ 175,197.00
  
- Accumulated Total Certified County Match Funds for 202               \$ 657,677.00

**Planning & Development:**

Recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners adopt Resolution No. 1 of 2025, which authorizes the County to apply for HOME Investment Partnerships Program federal grant funds through the PA Department of Community and Economic Development (DCED) on behalf of Luminest Community Development (Luminest), a non-profit organization dedicated to the development of affordable housing. The Application to DCED for HOME funds and Certification as a Community Housing Development Organization (CHDO) will assist Luminest in completing its North Ridge affordable housing project in Cumberland Township, Adams County. No County match is required if HOME grant funds are awarded. Luminest will reimburse the County for reasonable fees relating to the Application and Certification process.

**Tax Services:**

Recommendation from Susan Miller, Assistant Director/Chief Assessor, to approve the following Disabled Veterans Real Property Tax Exemption Certification, effective with the 2025 County/Municipal Taxes:

- Parcel #07F08-0101C for a home on .92 acres located in Butler Township
- Parcel #43044-0070 for a home on 3.25 acres located in Carroll Valley Borough

**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:

- Commonwealth of Pennsylvania 9-1-1 Statewide Interconnectivity Funding Grant Agreement PEMA 2024-037 between the Pennsylvania Emergency Management

Department of Emergency Services continued:

Agency (PEMA) and Adams County. This Agreement provides for a grant award of \$25,000.00, to be used for GIS data steward and maintenance tasks required to support the ongoing functioning of geospatial call routing for NG911 service. The performance period of this Agreement is January 1, 2025 to December 31, 2025. No County match is required.

- Quote from Priority Dispatch Corp., a Utah Company. This quote is for the annual quality assurance review of calls coming through the County's Fire and Police Priority Dispatch System. The quote is effective January 22, 2025. Total cost to the County is \$54,000.00.
- Consulting Agreement with JH Consulting, LLC. The purpose of this Agreement is to update the County's existing hazard mitigation plan, as required by Section 322 of the Stafford Act (42 U.S.C. 6165), and Section 1366 of the National Flood Insurance Act of 1968 (42 U.S.C. 4104) to identify and establish local processes for mitigation of natural hazards. Total cost of the project is \$34,500. This Agreement is effective January 22<sup>nd</sup>, 2024, and expires on December 31<sup>st</sup>, 2025.

**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 Intergovernmental Agreement for Intrusion Detection Services between the Pennsylvania Emergency Management Agency and Adams County. This Agreement provides for intrusion detection equipment and related services funded by the State and Local Cybersecurity Grant Program. The term of the Agreement is January 22, 2025 through November 30, 2027. There is no additional cost to the County.

**Building and Maintenance:**

Recommendation from Larry Steinour, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the following:

- Work Order from TK Elevators, a German Company with local offices in York, PA, to furnish and install a new electronic door edge on Elevator 1 at the Courthouse. It is further recommended that the Commissioners sign the Addendum to the Work Order, which incorporates the County's standard terms into the Agreement. This Quote is effective January 22, 2025. Total cost to the County is \$4,469.36.
- Planned Maintenance Agreement with Susquehanna Door Service, a New Oxford, PA company. The Agreement provides for biannual maintenance on the automated doors at the Adams County Courthouse and Human Services Building. The term of the Agreement is three (3) years, commencing on January 1, 2025 and terminating on December 31, 2027. Total cost to the County is \$2,160.00, to be invoiced yearly in \$720 increments.

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**Adams County Library System:**

Recommendation from the Adams County Library System Board of Directors to appoint David Kushner, to fill the unexpired term of Rukhsana Rahman who resigned. At the completion of this term, Mr. Kushner will begin his first three-year term on the Board as an Associate Trustee.

**Liquid Fuels Reports:**

Recommendation from Lisa Moreno-Woodward, Deputy Chief Clerk, to approve the submission to the Pennsylvania Department of Transportation of the MS-991 Report of County Liquid Fuels Tax Fund; Report of the Act 89 Funds and the Report of the Act 44 Tax Funds for 2024.

**Commissioners:**

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

- Three (3) Applications For Renewal Of Certificate Of Registration For Radiation-Producing Machines with the Pennsylvania Department of Environmental Protection (PADEP). PADEP requires the County to identify the number of x-ray tubes used in the prison, Human Services Building, and the courthouse and to renew certification for their use annually. The annual fee for each renewal certificate is \$520, for a total cost to the County of \$1,560.

**Personnel Report:**

District Attorney:

Note the Title change for Eric Beyer, Chief County Detective/DrugTask Force/ICAC, effective January 13, 2025.

Separation of Employment with permission to post:

- Retirement of Joseph Swatsworth, Security Officer, effective February 28, 2025
- Tierra Sizemore, Corrections Officer, effective January 9, 2025
- Transfer of Kristyan Gates-Clabaugh, Court Specialist – Clerk of Courts Office to Legal Assistant – District Attorney’s Office, effective February 10, 2025.

**Expenditures:**

Approve the following expenditures for the period January 6, 2025 through January 17, 2025:

General Fund – Operational	\$ 480,180.79
Payroll – Week #03 2025	\$ <u>1,131,980.22</u>
<b>Total General Fund</b>	<b>\$ 1,612,161.01</b>

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Expenditures cont'd:

Children & Youth Services	\$	117,904.26
HazMat Fund	\$	72.19
CDBG	\$	6,103.50
Ag Land Funds	\$	13,481.25
Commissary Fund	\$	11,503.34
Hotel Tax Fund	\$	164,314.01
Human Services	\$	1,633.00
Capital Projects	\$	6,566.01
Parks, Recs & Green Space Program	\$	205,966.00
911 Fund	\$	81,046.87
Internal Service Fund	\$	286,270.74
<b>Total Special Funds</b>	<b>\$</b>	<b>688,895.17</b>

**Total Expenditures** **\$2,301,056.18**

**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:**