

### **WEDNESDAY, SEPTEMBER 21, 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; Sherri Clayton-Williams, Director of Planning; Harlan Lawson, Economic Development Specialist; Sarah Finkey, ACCYS Administrator; Melissa Devlin, Director of Accounts and Budgets; Todd Garrett, Budget Analyst II; Phil Swope, Assistant Director Accounts & Budgets; Danette Laughman, Deputy HR Director; Don Fennimore, Court Administrator; Candi Clark, Court HR Generalist; Gale Kendall, Probation Services Chief; Phil Walter, CIO; Warren Bladen, Emergency Services Director; Daryl Crum, Tax Services Director; Angie Crouse, Director of Elections; Norman Carbaugh, Deputy Director of Elections; Vicki Corbett, Adams County Election Board; Robin Heyer; Pam Lady; 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. Qually, to approve the Minutes of the September 7, 2022 Commissioner's Meeting as presented.

Motion carried.

### **Proclamations:**

- Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim October 2 to October 8, 2022 as "**NATIONAL 4-H WEEK**" in Adams County. This proclamation was presented to Darlene Resh, Penn State Ag Extension and several other members of the 4-H community.

Motion carried.

### **Public Comment:**

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

### **Court Administration:**

With recommendation from Donald Fennimore, Court Administrator 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 Service Agreement Proposal with SBM Electronics, Inc., of Pittsburgh, PA, for the For the Record (FTR) Software Assurance Program with Remote Support. This software is used in the courtrooms to create digital transcripts and a digital record of the Court's proceedings. It is further recommended that the Board of Commissioners sign the Terms and Conditions of SBM Electronics, Inc., Maintenance Agreement, which has been updated to include the County's standard terms. The term of this Agreement is August 31, 2022 to August 30, 2023. Total cost to the County is \$3,975.00.

Motion carried.

### **Probation Services:**

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

- Sign the License and Professional Services Agreement with Multi-Health Systems, Inc. (MHS), a Canadian company, for a license for their REST Application Programming Interface (API) delivery option of their Level of Service/Case Management Inventory (LS/CMI), as well as use of their LS/CMI Risk/Needs Assessments. The term of the

Agreement shall begin on September 8, 2022 and terminate on September 7, 2023. Total cost to the County is a one-time API integration fee of \$10,000.00, and \$4.25 per LS/CMI Risk/Needs Assessment.

Motion carried.

**IT Department:**

With recommendation from Phil Walter, CIO 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 approve the One-Time Equipment Offer with Cellco Partnership d/b/a Verizon Wireless. This Offer allows the County to upgrade existing county cell phones to iPhone 11 on eligible lines at no additional cost, so long as a minimum of 20 lines have been upgraded to the \$39.99/month Public Safety Plan. Each upgraded iPhone will require a 2-year Public Safety Plan. This Offer is made pursuant to a federal cooperative purchasing agreement through the National Association of State Procurement Officials ("NASPO"), initiated by the State of Utah and signed onto by Pennsylvania (Contract - #MA-152-1), and is made available to the County through COSTARS contract #400023686. This Offer is effective September 7, 2022 and expires October 7, 2022. There is no additional cost to the County.

Motion carried.

**Children & Youth Services:**

With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by Mr. Martin, to approve the following 2022-2023 Purchase of Services Agreements: Franklin Family Service; Family Care Services; CHOR Youth and Family Services.

Motion carried.

**Tax Services:**

With recommendation from Daryl Crum, Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners appoint Barbara Walter as a substitute member of the primary Adams County Board of Assessment Appeals, to serve on that Board in the event of an absence or recusal of one of its members.

Motion carried.

**Department of Emergency Services:**

With recommendation from Warren Bladen, Director and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Quotation from Comsearch, a Virginia Company, to renew the County's annual Frequency Protection Services. Comsearch monitors the County's microwave hops (paths) for interference or overlap by other entities. It is further recommended that the Board of Commissioners sign the Addendum to Comsearch's Conditions of Sale, which incorporates the County's standard terms and conditions into the Agreement. The term of this Agreement is September 1, 2022 through August 31, 2023. Total cost to the County is \$575.00.

Motion carried.

**Security:**

With recommendation from Mark Masemer, Director 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 approve the annual Maintenance Agreement with

Autoclear, a New Jersey Company, to perform inspections and maintenance on the County's X-ray machines. It is further recommended that the Board sign the Addendum to the Maintenance Agreement Terms and Conditions, which incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement is August 15, 2022 to August 14, 2023. Total cost to the County is \$10,800.00.

Motion carried.

**Planning – Adams Response and Recovery Fund Program (ARRF):**

With recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners authorize the pre-application period for the Adams Response and Recovery Fund Program (ARRF) to commence on October 1, 2022 through October 23, 2022. This will allow potential applicants an opportunity to review and understand the guidelines before submitting applications. Immediately thereafter, the County will begin accepting applications on October 24, 2022. All applications must be submitted by midnight on November 21, 2022 to be considered for funding.

At this time Chairman Phiel noted for the record the County has set aside \$5 million for this program with a maximum award amount of \$250,000 per application. The County will be focusing on affordable housing, broadband and economic impacts. The public survey conducted by the Planning Department noted the three highest priorities are negative economic impacts, broadband infrastructure and water and sewer infrastructure. We anticipate the first quarter of 2023 for funding awards to be announced.

Motion carried.

**Elections & Voter Registration:**

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

- Mr. Martin moved, seconded by Mr. Qually, to approve and signed the County Application & Agreement for 2022 Help America Vote Act (HAVA) Grant Funds ("Agreement") with the Commonwealth of Pennsylvania through the Department of State. The Agreement grants the County a total of \$8,905.46 to be used for enhancement of security, technology, and administration of elections. The County shall be reimbursed with grant funding on eligible expenses incurred from the performance period beginning March 16, 2022 and ending September 30, 2023.

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin to approve and sign the County Election Integrity Compliance Report, submitted pursuant to Act 88 of 2022, PA Election Code Section 1603-A, attesting to the statutory requirements of 25 Pa.C.S. 1328(a) relating to approval of voter registration applications; 25 Pa.C.S. 1505 relating to death of registrant; 25 Pa.C.S. 1901(b)(1) and (3) relating to removal of electors; 25 P.S. 3146.8(a) and 3031.13(f) relating to safe keeping of voted ballots; 25 P.S. 3146.2(b) and 3150.12(b) relating to enforcement of voter registration provisions; and 25 P.S. 3146.8 relating to pre-canvassing and canvassing of absentee ballots and mail-in ballots.

Motion carried.

**Adams County Board of Elections:**

At this time Solicitor Mudd noted the recusal of Commissioner Qually, who is a candidate in the November election and the seating of Vicki Corbett as the appointed member of the Adams County Board of Elections.

With recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Ms. Corbett, that the Board of Elections take the following action in preparation for the upcoming 2022 General Election:

- Based upon the lifting of the mask mandate, return Gettysburg Borough Precinct #2 Polling Place to Gettysburg College; and
- Increase Poll Worker stipends as follows:

<u>Poll Worker Pay Increase</u>	<u>Current</u>	<u>New Stipend</u>
Judge of Elections	\$170.00	\$240.00/day
Majority Inspector	\$120.00	\$190.00/day
Minority Inspector	\$140.00	\$210.00/day
Clerks	\$120.00	\$190.00/day
Constable	\$120.00	\$190.00/day

- Increase Polling Place Rental as follows:

<u>Polling Place Rental</u>	<u>Current</u>	<u>New Rate</u>
	\$45.00	\$100.00/day

Motion carried.

**Human Resources:**

With recommendation from Michele Miller, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve to designate Chairman Randy L. Phiel to sign the following agreements with Capital BlueCross for the support of health insurance benefits for County employees:

- Group Preferred Provider Benefits Booklets – A description of general benefits, coverage, and administrative procedures under the PPO Plan.
- Rx Card Plan – A description of prescription drug benefits and coverage under the Plan.
- BlueCross Vision Certificate of Coverage – A description of vision benefits and coverage under the Plan.
- Administrative Services Only Group Contract – An Agreement for Capital BlueCross to administer certain health benefits on behalf of the County. Only cost to County is \$1 per employee per month for administration of vision benefits.

All agreements are effective January 1, 2022, for a term of two (2) years, ending December 30, 2023.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve and authorize Commissioner Phiel to sign an Adams County Credit Application Agreement with Classic Products Corp, an Indiana company, which will permit Human Resources to create an on-line store to allow employees to purchase County-branded merchandise through Class Products Corp. This Agreement is effective September 21, 2022.

Motion carried.

**Commissioners:**

With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the following:

- Enact Resolution No. 14 of 2022 entitled “Resolution of the County of Adams, Pennsylvania, Establishing a Broadband Community Advisory Task Force”, repealing and replacing in its entirety Resolution No. 12 of 2021.

- Enacting Resolution No. 14 of 2022, establishing a Broadband Community Advisory Task Force, members of which are to be appointed by the Board of Commissioners to work with the County's Broadband Consultant(s) to complete a countywide broadband assessment, to include a preliminary design for a countywide broadband network, financial models for its construction, and potential structures for ownership and operation, all while focusing on currently underserved populations in the County as follows:

**RESOLUTION OF THE COUNTY OF ADAMS, PENNSYLVANIA, ESTABLISHING  
A BROADBAND COMMUNITY ADVISORY TASK FORCE**

**RESOLUTION No. 14 OF 2022**

**WHEREAS**, the County of Adams, Pennsylvania ("County"), a fifth-class county and municipal corporation operating under the laws of the Commonwealth of Pennsylvania, has certain powers pursuant to the Pennsylvania County Code and other authority, among which is authority related to economic development and policy coordination, as found at 16 P.S. §1770.7, and in other locations; and

**WHEREAS**, the County recognizes the importance of internet connectivity as critical infrastructure necessary to promote economic development, not only to sustain the county's existing employment and tax base, but also to attract new employers to the county and encourage entrepreneurship; and

**WHEREAS**, the County recognizes the importance of internet connectivity as a key factor in the well-being of citizens of Adams County in every aspect of their lives, including but not limited to education, health care, recreation and communications; and

**WHEREAS**, the COVID-19 pandemic has accentuated the impact inequitable access to broadband internet has on the community, particularly on those citizens learning and working from home, or accessing critical services online, such as healthcare; and

**WHEREAS**, Adams County has received funding from the American Rescue Plan Act ("ARPA") of 2021, which includes broadband connectivity as an eligible use of funds; and

**WHEREAS**, the vision of the Adams County Broadband Community Advisory Task Force is a connected community in which all sectors of the community have access and ability to utilize dependable, high speed affordable broadband services; and

**WHEREAS**, the Board of Commissioners of the County of Adams ("Board") desires to take prudent steps to assure that the County will have adequate internet connectivity infrastructure to meet its current and future needs, and desires to define connectivity needs, as well as to develop a strategy for meeting those needs.

**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 E. Martin and Marty Karsteter Qually, as follows:

1. The County shall establish a Broadband Community Advisory Task Force whose members shall be appointed by the Commissioners. All members shall be appointed for an initial two (2) year term. After the initial two year term, new appointments shall be made and members shall be appointed for two-year terms to replace those whose terms are expiring. Members whose terms are expiring may be re-appointed.
2. The Broadband Community Advisory Task Force shall work in conjunction with any consultants hired by the County, and make any necessary recommendations for additional consultants needed, to complete a countywide broadband assessment, to include a preliminary design for a countywide broadband network, financial models for its construction, and potential structures for ownership and operation.

3. The Broadband Community Advisory Task Force shall make recommendations to the Commissioners regarding the County's allocation of resources and its search for additional resources to fund improvement of internet connectivity in Adams County.
4. The Task Force is charged by the Board with developing a proposed strategy to address the development and implementation of an affordable countywide broadband network, based upon the countywide broadband assessment conducted by the appointed consultant. The Task Force shall provide recommendations to the Commissioners on the following matters:
  - a. Conducting a demand aggregation survey of the residents of Adams County to identify the needs of the community, focusing particularly on currently underserved populations, which will assist the County in prioritizing broadband deployment and supporting future funding applications.
  - b. Determining the current status of internet connectivity in the County and identifying existing infrastructure which can be utilized in the development of a broadband network, with the assistance of the appointed consultant.
  - c. Investigating the broadband needs of surrounding Counties and determining potential for mutually beneficial partnership(s).
  - d. Considering the benefits and drawbacks of both a Middle Mile fiber network and End Mile fiber network, with the assistance of the appointed consultant, and determining which strategy to pursue.
  - e. Prioritizing construction phases for the network chosen.
  - f. Recommending ownership and financial models for County-constructed infrastructure and potential leasing agreements for use of the County's fiber.
  - g. Engaging private internet providers, utility companies, and other partners to advance implementation.
5. The County shall appoint seven (7) members to the Task Force representing the following sectors.
  - a. Adams County Council of Governments
  - b. Education
  - c. Representative from an underserved population
  - d. Major employer /Agricultural industry
  - e. Small business
  - f. Health care
  - g. Tourism Industry
  - h. A County Commissioner will serve in an ex officio role
6. The County shall designate one of the appointees as Chair of the Task Force.
7. The Task Force shall meet monthly, unless it is determined by the members that greater or lesser frequency is warranted. The Task Force shall continue to operate until it is determined by the Commissioners that there is no longer a role for the Task Force and it is dissolved.

- Isaac Bucher, Gavin Foster, Yeimi Gagliardi, Danijel Lolic, George Mauser, Karl Pietrzak, Megan Shreve, and as *ex-officio* – Commissioner Marty Qually.
- Further request Isaac Bucher to be appointed Chair and George Mauser as Vice-Chair of the Task Force.

Motion carried.

**Personnel Report:**

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

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Cory Wargo, Caseworker 1-Intake, effective September 26, 2022.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, to approve the following:

- Corrections Officers, pending successful completion of background screenings: Anthony Sutherland, Adrian Fisher, Asia Macklin, Colton Knot, Brett Buddemeyer, effective September 12, 2022.

Separation of Employment with permission to post:

- Retirement of P. Jane Rentsel, Special Programs Coordinator in Tax Services, effective October 5, 2022
- Sarah Lookingbill, Corrections Officer, Part time as needed, effective September 12, 2022
- Rescind offer of employment to Adrian Fisher, Corrections Officer, effective September 12, 2022

Motion carried.

**Expenditures:**

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period September 3 through September 16, 2022

General Fund Total	\$ 1,832,591.49
General Fund	\$ 456,437.36
Debt Service Payments	\$ 347,128.13
Payroll – Week #37	\$ 1,029,026.00
Children & Youth Services	\$ 154,527.58
Liquid Fuels	\$ 3,428.33
HazMat Fund	\$ 934.94
Law Enforcement	\$ 4,209.17
Commissary Fund	\$ 1,874.09
Records Management	\$ 7,838.03
Hotel Tax Fund	\$ 299,613.09
Capital Project-Reserve	\$ 10,291.00
911 Fund	\$ 16,290.63
Internal Service Fund	\$ 444,495.51

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 9:55 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk