

## **PROPOSED**

## **AGENDA, WEDNESDAY, APRIL 22, 2020:**

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

### **Pledge of Allegiance**

### **Minutes:**

Approval of the Minutes of the April 8, 2020 Commissioners' Meeting as presented.

NOTE: The April 15, 2020 Commissioner's Meeting was cancelled.

NOTE: The next public Commissioner's meeting is scheduled for May 6, 2020

### **Proclamation:**

- **“NATIONAL PUBLIC SAFETY TELECOMMUNICATOR'S WEEK”**  
April 12 – 18, 2020
- **“FAIR HOUSING MONTH”** – April 2020

### **Public Comment:**

*Individuals may listen to the meeting or comment during the public comment portion of the agenda by calling 1-415-655-0003, 476-936-077#. 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's Department:**

Recommendation by District Attorney Brian Sinnett, and after review by Solicitor Molly Mudd, to approve a project modification request to the 2019-2020 STOP Grant Application, to account for the closure of Survivors, Inc. and redirect remaining grant funding of \$46,117.00 to the YWCA-Hanover Safe Home as the victim service provider for Adams County's domestic violence victims.

### **Sheriff's Department:**

Recommendation by Chief Deputy David Allison, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the Cody Systems Proposal Agreement for Licensed Software and/or Professional Services; and Cody Systems Standard Licensed Software and Services Terms and Conditions. This Agreement provides software to help store and manage documents used by the Sheriff's Office. The term of the Agreement is (4) four years, at a total cost of \$33,615.00.

### **Controller Department:**

Recommendation from Beth Cissel, Deputy Controller, to approve and sign an Add-on Quote for Advanced Cognos Report Writing Training and Project Management with Central Square Technologies in the amount of \$3,920.00.

**Tax Services:**

Recommendation from Chief Assessor Susan Miller to approve the Disabled Veterans Real Property Tax Exemption Certification for Patrick H. Kuhn, 147 Sherry Lane, McSherrystown, PA, Conewago Township, for Parcel #08001-0137---000 for his one-story home, one (1) car attached garage, personal shed and .28 acres, effective with the 2020 County and Township taxes.

**Planning Department:**

Recommendation from Rebecca Moreland, Grants Coordinator, to approve the following:

- Sign Fair Housing Resolution No. 6 of 2020 on behalf of Adams County, Borough of Gettysburg and Littlestown Borough, that within available resources the County of Adams, Borough of Gettysburg and the Borough of Littlestown will assist all persons who feel they have been discriminated against because of race, color, sex, national origin, religion, familial status, handicap (disability), age, ancestry, use of guide or support animals due to the blindness, deafness, or physical handicap of the user, and the handling or training of support or guide animals to seek equity under federal and state laws by filing a complaint with the local Fair Housing Officer, Pennsylvania Human Relations Commission and the U.S. Department of Housing & Urban Development, whichever is chosen by the person filing the complaint.
- Appoint Robert Thaeler, Principal Planner as the Fair Housing Officer for Adams County and Sherri Clayton-Williams, Director, as the Alternate Fair Housing Officer.

**Adams County Adult Correctional Complex:**

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

- Appoint Chairman Randy L. Phiel to sign on behalf of the Board the Prepaid Debit Inmate Release Program Facility Agreement with Rapid Financial Solutions. This Agreement authorizes Rapid Financial Solutions to issue Prison Debit Cards as needed by the ACACC for use in its inmate release program. There is a monthly account service fee of \$4.95 per account.
- Power DMS Service Order #Q-77516, DMS Terms and Conditions, and the Addendum to Power DMS Terms and Conditions, for software licensing and a cloud-based software service platform that combines document management, training management and accreditation management for tracking staff training and compliance at the Prison. The initial term of the Agreement is (12) twelve months and the cost to the County is \$8,151.41.

**Children & Youth Services:**

Recommendation from Sarah Finkey, Administrator, to approve and sign Permanent Legal Custodianship Subsidy Agreements with the following:

- P.M. on behalf of S.H. with a subsidy amount of \$900.00/month
- P.M. on behalf of T.H. with a subsidy amount of \$900.00/month
- P.M. on behalf of A.T. with a subsidy amount of \$900.00/month

**Information Technology:**

Recommendation by Chief Information Officer Phillip Walter, and after review by Solicitor Molly Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board the January 1, 2020 Quality Eicholtz Master Agreement. The contract is for a term of one (1) year and allows Quality to continue offering professional support services to the IT Department, totaling 240 hours for the term of the Agreement, not to exceed \$19,200.00 billed at a rate of eighty (\$80) dollars per hour to the Department receiving the services as assigned by IT. The contract clarifies the scope of Quality's work and allows its employees to better manage their obligations to the County.

**Commissioners:**

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

- Sign and approve the Adams County Policy Regarding Workplace COVID-19 Safety Measures, effective April 20, 2020. In recognition that the County and the Courts must remain open in order to provide essential public services, this policy outlines the actions to be taken by our employees to protect the health and welfare of our employees and the residents that we serve who depend upon our ongoing operations.
- Approve the Robert C. Hoffman Charitable Endowment Trust Grant Agreement whereby the County has been awarded \$25,000 by the Trust for the construction costs of the Mercy House Recovery Center, subject to the Grant Conditions and Reporting Requirements, including but not limited to a summary of work completed based on the schedule of project activities, said report due on or before July 31, 2021.
- Approve to authorize the advertisement for the Rehabilitation of Bridge No. 5, T-329 (Shorb Mill Road) over Middle Creek.

**Personnel Report:**

Courts:

Separation of Employment:

- Probation Department – Richard Moyer, Probation Shuttle Driver, effective May 1, 2020
- Domestic Relations – Amy Warehime, Conference Officer, effective April 16, 2020

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman to approve the employment of the following Corrections Officers, effective May 4, 2020: Romario Cano, Justin Lail, Priscilla Spence, Markie Rogers, Daulton Snyder, Miranda Stultz, Matthew Whitney, Kodi Wilkerson and Dustin Brown.

Separation of Employment with permission to post:

- Sara Bollinger, Corrections Officer, effective April 21, 2020

**Expenditures:**

Approve the following expenditures for the period April 6, 2020 through April 17, 2020:

General Fund Total	\$ 1,154,596.28	
General Fund	\$ 195,159.94	
Payroll – Week #16	\$ 959,436.34	
Children & Youth Services	\$	262,030.28
Liquid Fuels	\$	20,785.21
CDBG	\$	5,757.74
Commissary Fund	\$	3,175.57
Records Management	\$	590.00
Act 137 (Affordable Housing)	\$	7,500.00
Hotel Tax Fund	\$	82,066.59
Act 13 Bridge Improvements	\$	15,983.71
Capital Projects - Reserve	\$	46,197.50
911 Fund	\$	68,837.28
Internal Service Fund	\$	398,204.83

**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:**