

AGENDA, WEDNESDAY, SEPTEMBER 4, 2024:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the August 21, 2024 Commissioners' Meeting as presented.

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.*

Proclamation:

- **“Adams County Heritage Festival Day”** – September 15, 2024
- **“Hispanic Heritage Month”** – September 15th to October 15th, 2024

Adams County General Authority:

Recommendation from Solicitor Molly R. Mudd that the Board of Commissioners Adopt Resolution No. 14 of 2024 approving the use of tax-exempt financing in the maximum amount of \$110,000,000.00 for the Project for The Brethren Home Community doing business as Cross Keys Village (hereinafter, “The Corporation”), for the acquisition, construction, and furnishing of 59 independent living units and a personal care facility with 100 units, in Oxford Township, Adams County, and for the refinancing of several series of Revenue Notes, each issued for the benefit of the Corporation. This Approval is given by the Adams County Commissioners as the elected representatives having jurisdiction over the Authority and the geographic location of the facilities to be financed, and solely for the purposes of Section 147(f) of the Internal Revenue Code of 1986, as amended, following a duly advertised hearing held on or about Monday, August 26, 2024 at the offices of the Adams Economic Alliance, 1300 Proline Place, Gettysburg, Pennsylvania. The Approval granted hereby shall not, in any way, pledge or obligate the credit or taxing power of the County, nor shall the County be liable for the payment of, or interest on the bonds. This Resolution is effective September 4, 2024.

Public Hearing – Hanover Shoe Farm:

This is the date and time advertised to accept public comments on the purchase of the Conservation Easement for the Hanover Shoe Farm, 2335 Hanover Pike, Hanover, PA, Union and Conewago Townships, consisting of 274.62 acres.

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 following:

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- Agreement For The Sale And Purchase Of An Agricultural Conservation Easement with Hanover Shoe Farms, Inc. This Agreement provides for the purchase of an agricultural conservation easement of 274.62 acres of certain property owned by Hanover Shoe Farms located in Conewago and Union Townships, Adams County. Total purchase price of the conservation easement is \$823,860.00. The County will also cover the costs incident to the purchase of the easement in the amount of \$15,954.27, which is eligible for reimbursement by the State Board. This Agreement is effective September 4, 2024.
- Agreement For The Sale And Purchase Of An Agricultural Conservation Easement with Barbara A. Martin, Union Township, and the Commonwealth of Pennsylvania. This Agreement provides for the purchase of an agricultural conservation easement of 131.14 acres of certain property owned by Barbara Martin located in Union Township, Adams County. Total purchase price of the easement is \$478,661.00, of which the County will pay \$23,933.05, with the remainder to be paid for by the Commonwealth and the Township. This Agreement is effective September 4, 2024.

Court Administration:

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

- Amendment #1 to the August 14, 2022, Memorandum of Understanding (MOU) For Parking Services For Citizens Called to Jury Duty with the Borough of Gettysburg. This Amendment reflects operational changes to the parking pass validation process for jurors. All other terms of the original MOU remain unchanged.
- Designate Chairman Randy L. Phiel to sign the Addendum to the Master Services Agreement with Syntrio, Inc., an Illinois company, for One Hundred Eighty (180) single course user licenses for their online Workplace Harassment General Manager training. Court Employees will utilize this program to obtain non-discrimination training. This training will comply with the requirements of the Pennsylvania Supreme Court. The term of the Agreement is September 1, 2024 to August 31, 2027. Total cost to the County is \$13,184.83, which will be paid for out of the Court's General Fund.
- Pye Barker Proposal 159272-4-0 – This Agreement provides for upgrades to the security transmission system in Magisterial District Justice Snyder's offices in Gettysburg. The upgrades will replace an older analogue data transmission system with a new digital data transmission system and monitoring services. Total cost of the hardware upgrades is \$2,270.14, which will be reimbursed to the County by AOPC. Recurring annual service costs (monitoring, maintenance, and cellular) are \$780, to be paid for from the Court's budget.
- Pye Barker Proposal 159273-4-0 – This Agreement provides for upgrades to the security transmission system in Magisterial District Justice Little's offices in East Berlin. The upgrades will replace an older analogue data transmission system

Court Administration cont'd:

with a new digital data transmission system and monitoring services. Total cost of the hardware upgrades is \$2,270.14, which will be reimbursed to the County by AOPC. Recurring annual service costs (monitoring, maintenance, and cellular) are \$780, to be paid for from the Court's budget.

Controller:

Recommendation from Beth Cissel, Deputy Controller, and after review of the terms and conditions by Solicitor Molly R. Mudd, to approve the Thomason Reuters Amendment to contract for West PROFLEX on line subscription by changing the billing method into one centralized invoice per month, (in lieu of 12/month) for the County to process.

Sheriff:

Recommendation from Sheriff James Muller, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to approve the Maintenance Agreement from Dataworks Plus, a South Carolina company. This Agreement covers yearly maintenance for the Sheriff's fingerprint system. It is further recommended that the Board sign the Terms and Conditions between the County and Dataworks. The term of the Agreement is one (1) year, commencing on August 1, 2024 and terminating July 31, 2025. Total cost to the County is \$781.00.

Clerk of Courts:

Recommendation from Clerk of Courts Kelly Lawver, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the invoice from OCV, LLC, an Alabama company, for renewal of the annual support and maintenance of the Clerk of Court's Mobile Application. It is further recommended that the Board sign the Addendum to the original Agreement with OCV, dated November 6, 2019. This Addendum incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement is one (1) year, commencing August 1, 2024 and terminating July 31, 2025. Total cost to the County is \$5,995.00.

IT Department:

Recommendation from Phil Walter, CIO and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve and designate Chairman Phiel to sign the following:

- Proposal from Link Computer Corporation, of Bellwood, PA, for migration of three (3) Integrated Services Digital Network Primary Rate Interfaces (ISDN PRIs) from a legacy Public Switched Telephone Network (PRTN) provider to Coeo ISDN PRIs. This Agreement is effective September 4, 2024. Total cost to the County is \$3,500.00.

IT Department cont'd:

- Quote from CDW-G, LLC, an Illinois company, for renewal of the County's Splunk Enterprise License. The Splunk Enterprise product simplifies the logging, searching, and reporting of data from various parts of the County network into a central software package for analysis. This Quote is made pursuant to Keystone Purchasing Network contract #KPN-A-202112-04. The term of the license is one (1) year, commencing on December 12, 2024 and terminating on December 11, 2025. Total cost to the County is \$9,900.00.
- Master Service Agreement with Coeo Solutions, LLC, an Illinois company, for provision of the County's new VoIP telephone services. This Agreement is made pursuant to Costars Contract #003-E24-689. It is further recommended that the Commissioners sign the Addendum to the Service Agreement, which incorporates the County's standard terms into the Agreement. The term of the Agreement is thirty-six (36) months and shall commence upon acceptance of the service. Total cost to the County is \$47,507.40, to be paid in monthly installments of \$1,319.65.

Children & Youth Services:

Recommendation from Administrator Sarah Finkey to approve the following:

- Fiscal Year 2024-2025 Purchase of Service Agreements – BCL Partners, LLC; Adelphoi Village; National Mentor Healthcare LLC; The IMPACT Project
- After review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Child Welfare Information System (CWIS) Data Sharing Agreement with the Pennsylvania Department of Human Services. This Agreement outlines the terms and conditions under which CWIS will disclose and exchange certain electronic data to CYs for the purpose of delivering child protective services required by law. This Agreement is effective October 1, 2024, and expires September 30, 2025.

Victim Witness:

Recommendation from Samantha Hoffman, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Awareness, Notification, and Restitution Grant (#44544) Application made through the PA Commission on Crime and Delinquency (PCCD) for \$83,347.00 in State funds. These funds will be used to support victim services, by providing necessary staff salaries and supplies. The Application is effective September 4, 2024. No County match is required.

Department of Emergency Services (DES):

Recommendation from Warren Bladen, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Full Service Maintenance Agreement with Gruber Power Services, an Arizona company. This Agreement provides for maintenance of DES's Uninterruptible Power

Department of Emergency Services (DES) cont'd:

Supply equipment. The term of the Agreement is one (1) year, commencing on December 1, 2024 and terminating on November 30, 2025. Total cost to the County is \$6,980.00.

Budget and Purchasing:

Recommendation from Melissa Devlin, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Equipment Lease Agreement with Kyocera Document Solutions Mid Atlantic Inc., of York, PA, for twenty-three (23) new copiers and/or printers for various County Departments to replace those which are being decommissioned. It is further recommended that Commissioner Phiel sign the Amendment to Equipment Lease Agreement, which incorporates the County's standard terms and conditions into the Agreement. Finally, it is recommended that Commissioner Phiel sign both the Maintenance Agreement with Quality, a Kyocera Group Company, also of York, PA, for maintenance of the copiers and also the Letter of Execution. The term of the Agreements is sixty (60) months and shall commence upon delivery of the equipment. Total cost to the County is \$97,809.60 over the term of the lease, to be paid in monthly installments of 1630.16, plus printing fees as outlined in the Maintenance Agreement.

Elections & Voter Registration:

Recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Sales Order Agreement with Election Systems & Software (ES&S). This Agreement is for the purchase of a DS950 High-Speed Scanner/Tabulator (to replace an older model), accessories, and a 5-year extended warranty at a total cost of \$129,230.00, which will be paid for from Act 88 Election Integrity Grant funds. This Agreement is effective September 4, 2024.

Commissioners:

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

- Ratify the Subrecipient Agreement for the Adams County Opioid Settlement Funds Program with Adams Rescue Mission. This Agreement allocates \$225,469.00 from County opioid settlement funds for the replacement of a baler in furtherance the Rescue Mission's recycling program that supports individuals suffering from opioid addiction and opioid use syndrome. This Agreement is effective August 29th, 2024.
- Appoint Chairman Randy L. Phiel to execute, on behalf of the Board, the Adams County/Litigating Subdivision Opioid Settlement Funds Certification reflecting a 4th distribution of funds on or about December 15, 2024 estimated to total **\$283,586.80**, broken out as follows and to be used in a manner consistent with the abatement uses described in Exhibit E of the Settlement document and all other terms of the Settlements:
 - Base County Abatement Payment: \$179,137.48

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Commissioners cont'd:

- Mallinckrodt Bankruptcy: \$19,763.50
- Litigating Subdivision Accounts:
 - Distributors: \$39,145.85
 - J&J: \$ \$35,712.71
 - Mallinckrodt: \$9,827.26
- Interconnection and Power Purchase Agreement for Alternative Energy Generation with Adams Electric Cooperative, Inc. (“AEC”) and Allegheny Electric Cooperative, Inc. (“Allegheny”). This Agreement outlines the terms by which AEC will interconnect with the County’s proposed solar array to be installed on the roof of the Human Services Building, as is required of AEC by the federal Public Utility Regulatory Policies Act of 1978 (“PURPA”) and provides that Allegheny will purchase the excess energy generated from the solar array. This Agreement is effective September 4, 2024.
- Recommendation from Michele Miller, HR Director, to approve the updated Military Leave Policy, effective September 4, 2024.

Personnel Report:

Court:

- Separation of employment for Cameron Bishop and David James IV, Unpaid Interns, effective August 10, 2024.

District Attorney:

- Promotion of Deanna Pasciak from Legal Assistant to Office Manager, effective August 22, 2024, with permission to post the vacated Legal Assistant position.

Public Defender:

- Note the Unpaid Internship of Noah Jamison, effective September 16, 2024 through December 15, 2024.

Children & Youth Services:

- Note the promotion of Dustin Bumbaugh, from Caseworker 3 to Caseworker Supervisor, effective September 9, 2024.

Separation of Employment:

- Clifford Molloy, Part Time as Needed Security Officer, effective September 5, 2024
- Ashley Williams, Part Time as Needed Telecommunicator, effective August 22, 2024
- Stephen Garrison, Paid Intern, District Attorney’s Office, effective August 8, 2024
- Corrections Officers: Seamus Waggoner, effective August 13, 2024; Janny Donfack, effective August 26, 2024; Brennan Moodie, effective September 6, 2024

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Expenditures:

Approve the following expenditures for the period August 19, 2024 through August 30, 2024:

General Fund – Operational	\$ 1,026,432.58
Payroll – Week #35	<u>\$ 1,076,294.52</u>
Total General Fund	\$ 2,102,727.10
Children & Youth Services	\$ 347,115.33
Liquid Fuels	\$ 22,299.44
HazMat Fund	\$ 8,324.28
Law Enforcement	\$ 400.00
Commissary Fund	\$ 4,208.03
Records Management	\$ 273.23
Hotel Tax Fund	\$ 19.30
911 Fund	\$ 72,171.34
Internal Service Fund	<u>\$ 259,325.25</u>
Total Special Funds	\$ 714,136.20
Total Expenditures	\$ 2,816,863.30

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: