

**Proposed** **AGENDA, WEDNESDAY, FEBRUARY 24, 2021:**

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

**Pledge of Allegiance**

**Minutes:**

Approve the Minutes of the February 10, 2021 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.*

**Department of Tax Services:**

Recommendation from Daryl Crum, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners sign and execute, the Maintenance Agreement Contract with Best Service Inc., Dallas, PA. This Contract will allow the Tax Services office to continue to have maintenance provided on the tax bill folding/sealing machine used in the office. The term of the contract is one (1) year, and the cost to the County is \$951.00 for the year and will be paid for from the contracted services budget.

**Information Technology:**

Recommendation from Phillip Walter, CIO and after review by Solicitor Molly Mudd, that the Board of Commissioners sign and execute Quote #1011254 with Link Computer Corporation of Alpharetta, Georgia for Barracuda WAF-SA security software. This quote leverages Co-Stars Contract #003-040 and all services provided under it are subject to the Co-Stars Contract terms. The term of this license is one (1) year and the cost to the County is \$5,346.79. The cost will be paid from IT contracted services.

**Department of Emergency Services:**

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

- 2021-2022 Hazardous Material Response Fund (HMRP) Grant Application for the amount of \$39,107.65 to reimburse the County for the purchase of personal protective equipment necessary to transport hazardous materials. It is further recommended that the Board approve the Hazardous Material Response Emergency Preparedness Report for the year 2020, which certifies the accuracy of the HMRP grant application. Finally, it is recommended that Kimberly Frank, HazMat Coordinator, be authorized to sign and submit the HMRP application on the Board's behalf.

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#### **Department of Emergency Services cont'd:**

- South Central Task Force Mutual Aid Agreement, which provides for reciprocal disaster preparedness and prevention agreements with York, Perry, Schuylkill, Lebanon, Lancaster, Franklin, Dauphin, and Cumberland Counties. The Agreement also establishes a Task Force executive board which determines appropriate allocation of resources amongst the signatory Counties in the event of a disaster emergency. This Agreement is effective upon ratification of all of the named Counties and shall expire upon withdrawal of the County from the Agreement.

#### **Human Resources:**

Recommendation from Michele Miller, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners adopt and ratify the County's revised Drug & Alcohol Policy, subsection on Medical Marijuana and CBD Products. The revised subsection of the County's Drug & Alcohol Policy shall be published on the County website, shall be effective February 24, 2021 and shall replace in its entirety the current subsection on Medical Marijuana and CBD Products.

#### **Commissioner's Office:**

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

- Ratify Contract No. C000075769 with the Commonwealth of Pennsylvania, Department of Community and Economic Development, COVID-19 Hospitality Industry Recovery Program ("CHIRP") Grant Contract wherein appropriated funds have been granted to the County in the sum of ONE MILLION, ONE HUNDRED SIXTY SIX THOUSAND, SEVEN HUNDRED EIGHTEEN DOLLARS (\$1,166,718.00) AND NO CENTS for a grant program to be administered for the benefit of local eligible businesses as defined in Act 1 of 2021 that have been adversely affected by the COVID-19 pandemic. This Contract further provides and directs that the County will contract with one or more Certified Economic Development Organizations (CEDO) or Community Development Financial Institutions (CDFI) which in turn will disburse the funding through sub-recipient agreements with eligible businesses, subject to the requirements set forth in section 134-C of the Act.
- Execute the Adams County COVID-19 Hospitality Industry Recovery Program ("CHIRP") Agreement, whereby the Board designates the Adams County Economic Development Corporation (ACEDC), a Certified Economic Development Organization ("CEDO") to aid the County in the disbursement of funding allocated to the County by the Commonwealth of Pennsylvania, Department of Community

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#### Commissioner's Office cont'd:

and Economic Development totaling ONE MILLION, ONE HUNDRED SIXTY THOUSAND, SEVEN HUNDRED EIGHTEEN DOLLARS (\$1,166,718.00) AND NO CENTS to aid local eligible hospitality industry businesses adversely affected by the COVID-19 pandemic.

- Sign a Memorandum of Understanding with WellSpan Health whereby the parties agree to collaborate on the creation of a COVID-19 Community Vaccination Center (CVC) to be established at the County's Department of Emergency Services site, 230 Greenmyer Lane, Straban Township for the administration of COVID-19 vaccinations for WellSpan patients and Adams County residents.
- Execute the following relative to the collection of County and Municipal Taxes for the Borough of Abbottstown for the period February 24, 2021 through December 31, 2021:
  - Adopt Resolution No. 3 of 2021 whereby the Board does Resolve and Direct the Adams County Treasurer to collect County and Municipal taxes for the Borough of Abbottstown, pursuant to the statutory authority found at 72 P.S. Section 5511.4d(a), due to the resignation and vacancy in the position of Abbottstown Borough Tax Collector, such collection to occur at the times and pursuant to the terms outlined in the Agreement below: and
  - Approve the Agreement for Collection of Municipal and County Taxes between Adams County and the Borough of Abbottstown, whereby the Treasurer shall undertake all tax collection duties within the Borough of Abbottstown for municipal and county taxes due and owing through December 31, 2021.

#### **Personnel Report:**

##### Coroner:

Recommendation from Coroner Pat Felix to approve the employment of Roy Kent, Part Time As-Needed Deputy Coroner, effective March 1, 2021.

##### Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Raquel Aguilar, Caseworker 1, effective February 22, 2021.

##### Separation of Employment with permission to post:

- Wendy Forsythe, Legal Aide in the District Attorney's Office, effective March 8, 2021. NOTE – Ms. Forsythe transferred to the Children & Youth Department
- Taylor Group, Corrections Officer, effective February 19, 2021
- Bryant Kittle, Corrections Officer, effective February 16, 2021

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**Expenditures:**

Approve the following expenditures for the period February 8, 2021 through February 19, 2021:

General Fund Total	\$ 1,690,158.31
General Fund	\$ 744,163.52
Payroll – Week #7	\$ 945,994.79
Children & Youth Services	\$ 159,157.52
Liquid Fuels	\$ 1,546.41
HazMat Fund	\$ 77.47
Commissary Fund	\$ 6,300.52
Records Management	\$ 13.69
Hotel Tax Fund	\$ 69,583.46
Act 13 Bridge Improvements	\$ 14,332.05
Capital Projects - Reserve	\$ 48,643.80
911 Fund	\$ 35,641.25
Internal Service Fund	\$ 494,179.98

**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:**