

AGENDA, WEDNESDAY, SEPTEMBER 21, 2022:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the September 21, 2022 Commissioners' Meeting as presented.

Proclamation:

- **"NATIONAL 4-H WEEK"** – October 2 -- October 8, 2022

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.*

Court Administration:

Recommendation from Donald Fennimore, Court Administrator and after review by Solicitor Molly Mudd, 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.

Probation Services:

Recommendation from Gale Kendall, Chief, Probation Service and after review by Solicitor Molly R. Mudd, 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.

IT Department:

Recommendation from Phil Walter, CIO and after review by Solicitor Molly Mudd, 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.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the following 2022-2023 Purchase of Services Agreements: Franklin Family Service; Family Care Services; CHOR Youth and Family Services.

Tax Services:

Recommendation from Daryl Crum, Director and after review by Solicitor Molly Mudd, 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.

Department of Emergency Services:

Recommendation from Warren Bladen, Director and after review by Solicitor Molly Mudd, 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.

Security:

Recommendation from Mark Masemer, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to approve

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Security cont'd:

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.

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

Recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, 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.

Elections & Voter Registration:

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

- 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.
- 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.

Adams County Board of Elections:

Recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, 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:

➤ Poll Worker Pay Increase	Current	New Stipend
Judge of Elections	\$170.00	\$240.00
Majority Inspector	\$120.00	\$190.00
Minority Inspector	\$140.00	\$210.00
Clerks	\$120.00	\$190.00
Constable	\$120.00	\$190.00

- Increase Polling Place Rental as follows:

➤ Polling Place Rental	Current	New Rate
	\$45.00	\$100.00

Human Resources:

Recommendation from Michele Miller, Director and after review by Solicitor Molly R. Mudd, 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.

- 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.

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Commissioners:

Recommendation from Solicitor Molly R. Mudd 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 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.
- Recognizing that internet connectivity is a critical infrastructure that is necessary in today's world to promote economic development and provide for the well-being of the citizens of Adams County, we request the appointment of various stakeholders from the local community to work in conjunction with staff and any consultants hired, to assist in the development of a strategy to address the development and implementation of an affordable county-wide broadband network that will ensure the appropriate allocation of resources to provide equitable and reliable broadband access throughout Adams County. We request the appointment of the following individuals, for a term of two (2) years, to the Adams County Broadband Community Advisory Task Force:
 - Isaac Bucher, Gavin Foster, Yeimi Gagliardi, Danijel Lolic, George Mauser, Karl Petrzak, 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.

Personnel Report:

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.

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Personnel Report cont’d:

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

Expenditures:

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

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: