

## **AGENDA, WEDNESDAY, DECEMBER 19, 2018:**

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

### **Pledge of Allegiance**

### **Minutes:**

Approval of the Minutes of the December 12, 2018 Commissioners' Meeting as presented.

### **Executive Session:**

Executive Session will be called at the discretion of the Board of Commissioners to discuss attorney client/personnel issues.

### **Public Comment:**

*During the 30-minute Public Comment the individual wishing to speak will come forward to the podium to address the Board, state their name and address and will have 5-minutes to give his/her comments related to county business. Any public comment on an agenda item should be addressed at this time.*

### **Planning:**

Recommendation from Sherri Clayton-Williams, Director, to approve and sign the following:

- Adams County Municipal Solid Waste Disposal/Processing Transfer Station Agreement with Diller Transfer Station, LLC, a subsidiary of Advanced Disposal Services, 6820 Wertzville Road, Enola, PA to be a designated municipal solid waste disposal or processing facility in Adams County, effective January 1, 2019.
- Approve the offer letter for the purchase of the conservation easement and approval for Chairman Phiel to sign the Agreement of Sale, on behalf of the Board of Commissioners, for the Hoffman Farm consisting of 128.01 deeded acres, 25 acres excluded (Wetland Reserve permanent easement) at \$2,078.99/acre.

### **Adams County Adult Correctional Complex:**

- Review to approve by Chairman Phiel on behalf of the Board of Commissioners the McClure Company HVAC Plus Comprehensive Maintenance Agreement, Proposal #20181837 dated November 27, 2018 for a (2)-year renewal of HVAC maintenance services at the Prison commencing January 1, 2018 through December 31, 2020 at an annual cost to the County of \$13,534.00 and a total cost to the County of \$27,068.00 for said preventive maintenance services and inspections, pending approval by the Solicitor of contract amendments.

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#### Adams County Adult Correctional Complex cont'd:

- Review to approve by Chairman Phiel on behalf of the Board of Commissioners the NRG Building Services Software Maintenance Agreement, Proposal #ADCPR-NRG-1 dated November 30, 2018 for a (2) year renewal of Building Automation Systems and Automatic Temperature Control Maintenance and Software Subscription(s) Services for the Prison commencing January 1, 2018 through December 31, 2020 at an annual cost to the County of \$6,740.00 and a total cost to the County of \$13,480.00.

#### **Department of Emergency Services:**

Review to approve by Chairman Phiel on behalf of the Board of Commissioners the NRG Building Services Software Maintenance Agreement, Proposal #ADCDES-NRG-1 dated November 30, 2018 for a (2) year renewal of Building Automation Systems and Automatic Temperature Control Maintenance and Software Subscription(s) Services at the Department of Emergency Services commencing January 1, 2018 through December 31, 2020 at an annual cost to the County of \$6,650.00 and a total cost to the County of \$13,300.00.

#### **Human Resources Department:**

- Recommendation by Director Michele Miller, and after review by Solicitor Molly Mudd, that Chairman Phiel on behalf of the Board of Commissioners review to approve the KlinkCheck Background Services End-User Agreement for a (1) year term with automatic renewal for the compilation by KlinkCheck of information from databases maintained by consumer reporting agencies for review and use by the HR Department in evaluating the suitability of job applicants, at an average cost to the County of \$40.00.
- Review to approve by Chairman Phiel on behalf of the Board of Commissioners the Eckert Seamans Engagement Letter for the Limited Engagement of a County-wide HIPAA Audit. Receivables include updated HIPAA Policies and Procedures; Updated Notice of Privacy Practices; Updated HIPAA Authorization Form(s); Business Associate Agreement Template; Recommendations for HIPAA Compliance; and HIPAA Training, at a cost to the County not-to-exceed \$14,000.

#### **Commissioners:**

- Approve to authorize Chairman Randy Phiel to execute on behalf of the Board of Commissioners a Dispute Resolution and Tolling Agreement with Hockley & O'Donnell Insurance, LLC, Hockley and O'Donnell Financial Services, and Nathan Hockley that includes a commitment to engage in good faith settlement discussions and the cooperation of Hockley & O'Donnell in matters relating to Performance Health.

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#### Commissioners cont'd:

- Review to approve and authorize Chairman Randy Phiel to execute on behalf of the Board of Commissioners a Business Associate Agreement between the County of Adams as the Covered Entity and Benefit Design Specialists, Inc. as the Business Associate, wherein the parties acknowledge and agree to their respective obligations pursuant to the HIPAA Security and Privacy Rules for the protection of Personal Health Information (PHI), the security requirements of the Health Information Technology for Economic and Clinical Health Act (“the HITECH Act”), and Title XIII of the American Recovery and Reinvestment Act of 2009 (ARRA) that are applicable to Business Associates.
- Review to approve by Chairman Phiel on behalf of the Board of Commissioners the McClure Company HVAC Plus Comprehensive Maintenance Agreement, Proposal #20181647 dated October 25, 2018 for a (2)-year renewal of HVAC maintenance services at the Adams County Courthouse commencing January 1, 2018 through December 31, 2020 at an annual cost to the County of \$4,892.00 and a total cost to the County of \$9,784.00 for said preventive maintenance services and inspections, pending approval by the Solicitor of contract amendments.
- Review to approve by Chairman Phiel on behalf of the Board of Commissioners the NRG Building Services Software Maintenance Agreement, Proposal #ADCCH-NRG-1 dated November 30, 2018 for a (2) year renewal of Building Automation Systems and Automatic Temperature Control Maintenance and Software Subscription(s) Services at the Adams County Courthouse commencing January 1, 2018 through December 31, 2020 at an annual cost to the County of \$4,585.00 and a total cost to the County of \$9,170.00.
- Approve and adopt Ordinance No. 7 of 2018 amending Ordinance No. 1 of 2008 and Ordinance No. 2 of 2011 providing for the banning of weapons from the County Courthouse, subjecting persons in and upon county facilities and properties to searches and seizures relative to possession of weapons; and providing for the administration and enforcement of the present Ordinance.

#### **Personnel Report:**

##### Separation of Employment:

- Donald Kemper, Maintenance Tech II/Lead, effective December 17, 2018
- Derek Stoltzfus, Corrections Officer, effective December 13, 2018

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**Expenditures:**

Approve the following expenditures for the period December 3, 2018 through December 14, 2018:

General Fund Total	\$ 1,118,904.78	
General Fund	\$ 219,696.20	
Debt Service Payments	\$ 10,896.35	
Payroll – Week #50	\$ 888,312.23	
Children & Youth Services	\$ 344,622.12	
Liquid Fuels	\$ 6,399.39	
Commissary Fund	\$ 1,724.53	
Act 137 (Affordable Housing)	\$ 2,708.00	
Hotel Tax Fund	\$ 213,351.88	
Coroner Visa	\$ 100.00	
Act 13 Bridge Improvements	\$ 2,020.28	
Parks, Recs & Green Space Program	\$ 100,000.00	
Capital Projects-Reserve	\$ 31,506.12	
Human Services Building	\$ 15,998.92	
Capital Projects – Courthouse Renovation	\$ 7,307.00	
911 Fund	\$ 8,160.07	
Internal Service Fund	\$ 166,120.91	

**Commissioner’s Meeting Rescheduled:**

Please be notified that the Commissioner’s meeting that was cancelled for December 26, 2018 has now been scheduled and will be held on Wednesday, December 26, 2018 beginning at 9:00 a.m. in the Historic Courtroom.

**Other Business:**

Solicitor Mudd  
County Manager Penksa  
Commissioner Qually  
Commissioner Martin  
Commissioner Phiel

**Adjournment:**