

WEDNESDAY, FEBRUARY 6, 2013:

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. in the Ceremonial Courtroom with Board Chairman Randy L. Phiel Presiding. The following were in attendance: Commissioners James E. Martin and Marty Karsteter Qually; John Hartzell, Solicitor; Albert Penksa, County Manager; Steve Renner, County Controller; Sue Cohick, Children & Youth Director; Nick Colonna, Planning Director; Daryl Crum, Tax Services Director; Beth Cissel, Deputy Controller; Melissa Devlin, Finance Director; Michele Miller, Human Resources Director; Clerk of Courts Kelly Lawver; Register & Recorder Linda Myers; County Employees: Several Children & Youth Services Staff; Jill Kuhn, Administrative Assistant; County Citizens: Bob Jackson, Jim Behm and Stan Clark; News Reporters: Jarrad Hedes, *The Gettysburg Times*, and Courtney Biblehimer, *Hanover Evening Sun* and Chief Clerk Paula Neiman.

Pledge of Allegiance

Minutes:

Mr. Martin moved, seconded by Mr. Qually to approve the Minutes of the January 23, 2013 Commissioners' Meeting as presented.

Motion carried.

Proclamations:

Mr. Martin moved, seconded by Mr. Qually to approve February 2013 as TEEN DATING VIOLENCE PREVENTION & AWARENESS MONTH. This proclamation was presented to Angela Keen Badjie – Survivors, Inc.

Motion carried.

Recognition:

Sue Cohick, Children & Youth Administrator introduced and provided an overview of Rosemary Shreffler's years of service and accomplishments with the County. Commissioner Phiel offered words of appreciation and presented Rosemary with a County plaque and a County afghan.

Public Comment:

There was no Public Comment addressed to the Board at this time.

Commissioners:

- Mr. Qually moved, seconded by Mr. Martin to approve and sign Ordinance No. 1 of 2013 as follows:

ORDINANCE No. 1 OF 2013

**AN ORDINANCE FIXING THE SALARIES
FOR ELECTED COUNTY OFFICERS
OF THE COUNTY OF ADAMS, PENNSYLVANIA
FOR THE YEARS 2016, 2017, 2018 and 2019**

WHEREAS, the Act of November 1, 1979, P.L. 246, No. 82, Section 1, et seq., as amended [16 P.S. Section 11011-1., et seq.] empowers, authorizes and directs the County Commissioners to fix the salaries of all County officers governed by the provisions of said Act; and

WHEREAS, the Board of Commissioners of Adams County, Pennsylvania, in accordance with the provisions of Section 11011-10.1(b) [16 P.S. Section 11011-10.1(b)], intends to adopt an elected officials salary schedule, more particularly set forth herein below, fixing the salaries of all County officers governed by the provisions of the said Act, where such salaries were established at a special meeting of the Board of Commissioners, held on January 3, 2013; and

WHEREAS, the above-mentioned action taken by the said Commissioners at the January 3, 2013, special meeting will be duly ratified, approved, and adopted by the said Commissioners at their regularly-scheduled public meeting on Wednesday, February 6, 2013; and

WHEREAS, the present Ordinance is enacted and ordained to ratify and approve the actions taken by the Adams County Commissioners at the above-mentioned January 3, 2013, special public meeting and the February 6, 2013 regularly scheduled meeting.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the County of Adams, Pennsylvania, by its duly elected and incumbent Board of County Commissioners, and it is hereby enacted and ordained by the authority of the same as follows:

SECTION I. The salaries of the County officers governed by the provisions of the above-mentioned Act are hereby fixed so that there is a two percent (2%) increase in each salary from the amount paid the immediate prior calendar year, that being 2015 through 2019. An increase of two percent (2%) per annum is set for each annual salary for the indicated offices for the 2016, 2017, 2018 and 2019 calendar years. This two percent (2%) increase also applies to the additional stipend authorized under 16 P.S. §11011-11, for those elected officials holding more than one (1) office as provided for in the above referenced statute.

The following schedule, the “Elected Officials Salary Schedule - Adams County,” provides the high and low salary that applies for each respective year. However, the salary for the 2014 and 2015 calendar years, per Adams County Ordinance No. 6 of 2010, will not be ascertained until such time that the consumer price index (CPI) for Baltimore, MD is calculated at the end of the immediate preceding year. The salary increase for those years may be anywhere from two percent (2%) to three percent (3%). Therefore, the schedule included below serves as the high and low ranges of the respective salaries, but is only for illustration of the ranges.

ELECTED OFFICIALS SALARY SCHEDULE - ADAMS COUNTY

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
COMMISSIONERS	\$68,930 \$70,288	\$70,308 \$71,694	\$71,714 \$73,128	\$73,149 \$74,590
SHERIFF	\$61,677 \$62,893	\$62,911 \$64,151	\$64,169 \$65,434	\$65,453 \$66,742
TREASURER	\$61,677 \$62,893	\$62,911 \$64,151	\$64,169 \$65,434	\$65,453 \$66,742
CONTROLLER	\$61,677 \$62,893	\$62,911 \$64,151	\$64,169 \$65,434	\$65,453 \$66,742
PROTHONOTARY	\$61,677 \$62,893	\$62,911 \$64,151	\$64,169 \$65,434	\$65,453 \$66,742
DISTRICT ATTORNEY	(Established in accordance with Act 74 of 1987, as amended)			
REGISTER OF WILLS & RECORDER OF DEEDS	\$61,677	\$62,911	\$64,169	\$65,452
Stipend for dual office	<u>\$ 5,506</u>	<u>\$ 5,616</u>	<u>\$ 5,728</u>	<u>\$ 5,843</u>
	\$67,183	\$68,527	\$69,897	\$71,295
	\$62,893	\$64,151	\$65,434	\$66,742
	<u>\$ 5,614</u>	<u>\$ 5,726</u>	<u>\$ 5,841</u>	<u>\$ 5,958</u>
	\$68,507	\$69,877	\$71,275	\$72,700
CLERK OF COURTS (ORPHANS & CIVIL)	\$61,677	\$62,911	\$64,169	\$65,452
Stipend for dual office	<u>\$ 5,506</u>	<u>\$ 5,616</u>	<u>\$ 5,728</u>	<u>\$ 5,843</u>
	\$67,183	\$68,527	\$69,897	\$71,295
	\$62,893	\$64,151	\$65,434	\$66,742
	<u>\$ 5,614</u>	<u>\$ 5,726</u>	<u>\$ 5,841</u>	<u>\$ 5,958</u>
	\$68,507	\$69,877	\$71,275	\$72,700
CORONER	\$41,038 \$41,847	\$41,858 \$42,684	\$42,696 \$43,537	\$43,550 \$44,408

Salaries established according to the provisions of the County Code and the following Acts: Act 1979-82 as amended; Act 1985-87; Act 1987-74.

Compensation and benefits shall include health care, retirement and other benefits as exist for County of Adams employees for that current calendar year, and as the benefits are modified, from time to time.

Salary rates effective when an official begins a new term of office shall be in accordance with constitutional limitations.

SECTION II. Any Ordinance or Resolution, or any portion of any Ordinance or Resolution which is inconsistent with the contents of the present Ordinance shall be, and the same is hereby, repealed as the same is affected by or inconsistent with the provisions of the present Ordinance.

SECTION III. This Ordinance shall be effective as of the 6th day of February 2013.

ENACTED AND ORDAINED into an Ordinance this 6th day of February 2013.

ATTEST:

**COUNTY OF ADAMS
ADAMS COUNTY COMMISSIONERS**

_____/s/_____
Paula V. Neiman
Chief Clerk

By: _____/s/_____
Randy L. Phiel, Chairman

_____/s/_____
James E. Martin, Vice-Chairman

_____/s/_____
Marty Karsteter Qually, Commissioner

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually to approve and sign Resolution No. 1 of 2013 as follows:

RESOLUTION NO. 1 OF 2013

**A RESOLUTION OF THE COUNTY OF ADAMS,
COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING AND SETTING THE RATE OF
COMPENSATION FOR THE COLLECTION OF COUNTY TAXES FOR FISCAL YEARS 2014,
2015, 2016 AND 2017**

WHEREAS, the County of Adams ("County"), Pennsylvania, by the Adams County Board of Commissioners ("Board of Commissioners"), has a duty to establish and set rates related to the collection of taxes on behalf of the County, pursuant to the Local Tax Collection Law, Act of May 25, 1945, P.L. 1050, as amended. 72 P.S. § 5511.35 and 72 P.S. § 5511.36a; and

WHEREAS, the said Board of Commissioners desire to establish the tax collection rate for all tax collectors collecting tax on behalf of the County for the 2014, 2015, 2016, and 2017 County tax years, each ending December 31st of the respective years.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners, and it is hereby **RESOLVED** by authority of the same Board of Commissioners, as follows:

1. Pursuant to and in accordance with the aforementioned provisions in the Local Tax Collection Law, as amended, 72 P.S. § 5511.35 and 72 P.S. § 5511.36a, tax collectors in the County shall receive compensation for the collection of each County per capita tax account collected and each County real property tax account collected, at the rate of One Dollar and Thirty-Five Cents (\$1.35) per account collected.

2. In addition to such stated compensation per account collected, tax collectors in the County shall also receive compensation for the collection of County taxes in the form of additional compensation in the following amounts: (a) for townships with up to 2,500 total bills, those being both real estate and per capita accounts, as of the November 15, 2012 certification, there shall be additional compensation of Four Hundred Dollars (\$400.00); (b) for townships with between 2,501 and 6,500 total bills, those being both real estate and per capita accounts, as of the November 15, 2012 certification, there shall be additional compensation of Four Hundred Seventy Five

Dollars (\$475.00); and (c) for townships with 6,501 or greater total bills, those being both real estate and per capita accounts, as of the November 15, 2012 certification, there shall be additional compensation of Five Hundred Seventy Five Dollars (\$575.00).

3. This compensation shall be for each of the four (4) years of the next proceeding term, which annual additional compensation shall be paid between May 1st and May 31st of each year, and such other tax account payments shall be paid as collections are deposited with the County Treasurer and processed.

4. Additionally, tax collectors in the County shall be reimbursed by the County for the County's proportionate share of any statutorily required supplies or support.

5. This Resolution shall be effective as of February 6, 2013, for the County fiscal years of 2014, 2015, 2016, and 2017.

6. Any Resolution or any portion of Resolution or past action of the Board of Commissioners which is inconsistent with this present Resolution shall be and the same is hereby repealed.

This Resolution is executed this 6th day of February 2013.

ATTEST

ADAMS COUNTY COMMISSIONERS

By: _____/s/_____
Paula V. Neiman, Chief Clerk

By: _____/s/_____
Randy L. Phiel, Chairman

By: _____/s/_____
James E. Martin, Vice-Chairman

By: _____/s/_____
Marty Karsteter Qually, Commissioner

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin to approve and sign a Letter of Support to the Adams County Housing Authority for the Misty Ridge Terrace Townhomes Project.

Motion carried.

- Board Appointments:
 - Mr. Qually moved, seconded by Mr. Martin to approve Richard Selby to the Adams County Housing Committee for a two-year term effective January 1, 2013 through January 1, 2015.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually to re-appoint Mel Lebo and Charles "Skip" Strayer, and to appoint Amy Kauffman to the Adams County Planning Commission – each for a four-year term effective January 1, 2013 through December 31, 2016.

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin to re-appoint Jack Freet to the Adams County Ag Land Preservation for a three-year term effective January 2013 through January 2016 and to appoint Tim Brown to the Chairman of the Board for 2013.

Motion carried.

Register & Recorder:

With recommendation from Register & Recorder Linda Myers, Mr. Martin moved, seconded by Mr. Qually to approve and sign an Agreement with Cott Systems to scan and catalog 57,334 images of the Mortgages Record Books in the amount of \$19,340. This will be paid through the Records Management Fees.

Motion carried.

Clerk of Courts:

With recommendation from Clerk of Courts Kelly Lawver, pending final review from Solicitor Hartzell, Mr. Qually moved, seconded by Mr. Martin to approve and sign a Day Forward Redaction Addendum with Cott Systems, Inc. in the amount of \$4,000 with a software assurance of \$150/month.

Motion carried.

Sheriff:

With recommendation from Sheriff James Muller, Mr. Martin moved, seconded by Mr. Qually to approve and sign an ACNB Bank Resolution for signature updates for the Sheriffs Office R.E.P.P. accounts.

Motion carried.

Children & Youth Services:

With recommendation from Sue Cohick, Children & Youth Administrator, Mr. Qually moved, seconded by Mr. Martin to approve the following requests:

- Purchase of Service 2011-2012 Contract Amendments for Pyramid Healthcare
- Child Welfare Education for Leadership Program Agreement between the County of Adams, Erin B. Dreisbach, Caseworker 2 and the University of Pittsburgh to participate in a graduate level social work program.
- Ratify the signing of the 2013 Adams County Comprehensive Plan for Children & Youth Services Employees as required by the Department of Public Welfare.

Motion carried.

Personnel Report:

Mr. Martin moved, seconded by Mr. Qually to approve the following personnel actions:

Probation Services:

Approve the employment of Lisa Karsten, General Clerk, effective February 19, 2013.

Finance:

Note the completion of the internship of Nicholas Shearer effective January 11, 2013.

Domestic Relations:

Note the employment of Ashley Nezat, Supervisor, effective February 25, 2013

Separation of Employment:

- Rosemary Shreffler, Children & Youth Fiscal Officer, effective February 8, 2013
- Jonathan Snyder, Corrections Officer, effective January 25, 2013

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin to approve the following expenditures for the period January 21, 2013 through February 1, 2013:

General Fund	\$ 2,358,755.88
911 Fund	\$ 46,080.49
Children & Youth Services	\$ 78,351.06
HazMat Fund	\$ 727.18
Liquid Fuels	\$ 77,304.62
Law Enforcement	\$ 21.07
Capital Project Fund	\$ 151,832.89
Commissary Fund	\$ 1,997.94

Motion carried.

Other Business:

- **Commissioner Phiel:** Acknowledged Community Media for the filming of the Commissioners Meeting and commended them for getting County information out to Adams County residents. Commissioner Phiel attended the Community Media Open House in New Oxford.
- Commissioner Phiel noted the 1st Commissioner Forum for 2013 will be held on February 13th at the Fairfield Fire Department at 6:30 p.m.

Salary Board Meeting:

The Salary Board Meeting will be held following the Commissioners Meeting.

Adjournment:

Mr. Qually moved, seconded by Mr. Martin to adjourn the Commissioners Meeting at 9:45 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk