

**WEDNESDAY, APRIL 27, 2016:**

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:02 a.m. in the Ceremonial Courtroom with Chairman Randy L. Phiel presiding. Others in attendance: Commissioners Jim Martin and Marty Karsteter Qually; John Hartzell, Solicitor; Steve Renner, Controller; Beth Cissel, Assistant Controller; Paul Wege, HR Generalist II; Don Fennimore, Court Administrator; Bicky Redman, Environmental Services ; Leasia Ayers Casswell, Supervisor Program Specialist 2 ACCYS; Sara Breinsinger, Purchasing Coordinator; Bob Jackson, Citizen Representative; News Reporters: Vanessa Pellichio, *Gettysburg Times* and Chief Clerk Paula Neiman.

**Pledge of Allegiance**

**Minutes:**

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the April 13, 2016 Commissioners' Meeting as presented.

Motion carried.

**Proclamations:**

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

- **"12<sup>th</sup> ADAMS COUNTY MEDICINE TAKE BACK DAY"** – April 30, 2016, presented to Eileen Grennell of Adams County Collaborating for Youth
- **"WOMEN'S LUNG HEALTH WEEK"** – May 8-14, 2016, presented to Janise Bankert of the American Lung Association
- **"MOTORCYCLE SAFETY AWARENESS MONTH"** – May 2016, presented to Robert LeGore.

Motion carried.

**Public Comment:**

No public comments were addressed to the Board at this time.

**Children & Youth Services:**

With recommendation from Leasia Ayers-Caswell, Supervisor/Program Specialist 2 and Assistant Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners enter into a contract with Oasis Television Productions, Inc. for the purpose of creating an informational Project Hope video for the Adams County Independent Living Program.

Motion carried.

**Commissioners:**

ACNB Bank Resolutions:

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

- Adams County Tax Claim Bureau to update the names and signatures on the account to Daryl G. Crum and Paula V. Neiman
- County of Adams to include online banking authorization.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve and authorize Chairman Randy L. Phiel to sign the Management Letter between Zelenkofske Axelrod LLC and the County of Adams for auditing of the County's financial statements for the year ended December 31, 2015 in the amount not to exceed \$62,260.00.

Motion carried.

- With recommendation from William Cameron, Bridge Engineer, and after review by Solicitor Hartzell, Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy L. Phiel to sign the Memorandum of Understanding between the County of Adams, Pennsylvania and the County of Frederick, Maryland to establish a detour for the Adams County Bride No. 111, T-402 (Horner Road) over Marsh Creek bridge replacement project.

Motion carried.

2016-2017 Bridge Maintenance Project:

Mr. Martin moved, seconded by Mr. Qually, to approve the Professional Services Proposal submitted by Pennoni Associates, Inc. for the maintenance repair recommendations and preliminary construction cost estimate for the 40 Adams County Owned Bridges which will include – 1) preparation of Contract Documents; 2) Consultation with potential bidders; and 3) Performance of services during construction in the estimate amount of \$77,000.00.

Motion carried.

**Personnel Report:**

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

Courts:

- Domestic Relations – employment of Shay Stremmel, Conference Officer, effective April 25, 2016

Conservation District:

Recommendation from Larry Martick, District Director, to approve the employment of Stephanie Summers, Temporary West Nile Virus Monitor, effective May 16, 2016.

Children & Youth Services:

- Recommendation from Sue Cohick, Administrator, to approve the employment of Dana Vandergrift, Caseworker 1, effective April 25, 2016.
- Transfer of Lynne Alwine to Caseworker 2, effective April 18, 2016.

Sheriff:

Note the employment of Jamil Lee, PTAN Deputy Sheriff, effective April 18, 2016.

Clerk of Courts:

Note the transfer of Rachel Marlow to Expungement/Counter Clerk, effective April 18, 2016.

Adams County Adult Correctional Complex:

Note the transfer of Kristina Wagner to Schedule & Payroll Coordinator, effective April 4, 2016

County Interns:

- District Attorney – note the Unpaid Internship of Thea Paolini, effective May 9, 2016
- Planning – GIS Unpaid Internship of Daniel McCormack, effective May 16, 2016 through August 19, 2016

Separation of Employment:

- Danielle Helwig, Tax Claim/Assessment Specialist, effective April 22, 2016
- Susan Bowmaster, Customer Service Assessor, effective May 6, 2016
- Lauren H. Campbell, Probation Officer I, effective April 29, 2016
- Adam Barr, Assistant District Attorney, effective April 15, 2016
- Keith Kellison, Correctional Officer, effective March 21, 2016
- Jennifer Ingram, Correctional Officer, effective April 21, 2016
- Michelle Ruquet, Correctional Officer, effective April 26, 2016

Motion carried.

**Expenditures:**

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period April 11, 2016 through April 22, 2016:

General Fund	\$ 1,654,222.28
911 Fund	\$ 66,109.81
Children & Youth Services	\$ 184,119.46
HazMat Fund	\$ 150.43
Liquid Fuels	\$ 185.92
Law Enforcement	\$ 295.83
Ag Land Funds	\$ 18,273.71
Human Services Building	\$ 4,837.79
Coroner Visa	\$ 250.00
Capital Project	\$ 35,463.41
Commissary Fund	\$ 8,176.10
Radio Project	\$ 3,332.18

Motion carried.

**Other Business:**

No other business was brought to the Board at this time.

**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 9:37 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk