

**WEDNESDAY, MARCH 14, 2018:**

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. in the Ceremonial Courtroom with Chairman Randy L. Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Albert Penksa, County Manager; John Hartzell, Solicitor; Steve Renner, Controller; Crissy Redding, Treasurer; Don Fennimore, Court Administrator; Michele Miller, HR Director; Barb Walter, Chief Assessor; Sherri Clayton-Williams, Planning Director; Harlan Lawson, Economic Development Planner; Melissa Devlin, Finance Director; Sara Brensinger; Purchasing Coordinator; News Reporter Vanessa Pellechio, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

**Pledge of Allegiance**

**Minutes:**

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the February 28, 2018 Commissioners' Meeting as presented.

Motion carried. Commissioner Phiel abstained.

**Executive Session:**

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

**Public Comment:**

No Public Comments were addressed to the Board at this time.

**Tax Services:**

With recommendation from Chief Assessor Barbara Walter, Mr. Qually moved, seconded by Mr. Martin, to approve the Personal Tax Exemption Requests for the following who have met the age/disability guidelines: Cumberland Township – James Michael and Gilson Sheffer; Oxford Township – Larry Bowers, Nora Ewing, Geraldine Gantt, Rhoda Hare and Justine Sheilds.

Motion carried.

With recommendation from Chief Assessor Barbara Walter, Mr. Martin moved, seconded by Mr. Qually, to approve the Disabled Veterans Real Property Tax Exemption Certification for William P. Barger (new residence), 247 Stafford Drive, Hanover, PA, Conewago Township, Parcel #08006-0235-000 for his one story residence and .55 acre lot, effective with the 2018-2019 School Taxes.

Motion carried.

With recommendation from Chief Assessor Barbara Walter, Mr. Martin moved, seconded by Mr. Qually, to approve the removal of the Disabled Veterans Real Property Tax Exemption for the following property to be placed back on the tax rolls – William P. Barger (old residence), 319 Main Street, McSherrystown, PA, McSherrystown Borough, Parcel #28006-0004, effective with the 2018-2019 School Taxes.

Motion carried.

**Planning – 2016 Community Development Block Grant (CDBG):**

With recommendation from Harlan Lawson, Economic Development Specialist, Mr. Qually moved, seconded by Mr. Martin, to approve and sign the Subrecipient Agreements No. C000066599 for the 2016 CDBG funds between the County of Adams and the following:

- Possum Valley Municipal Authority - \$131,124 for water line replacements in Aspers
- Adams County Arts Council - \$10,000 for the Eat Smart Play Hard Program
- Tyrone Township - \$75,000 for for installation of a screening device for the sewer collection system
- YWCA Gettysburg & Adams County - \$10,000 for Senior Citizen Fitness Program Scholarships

Motion carried.

**Commissioners:**

With recommendation from Josh Bower, Architect, Mr. Martin moved, seconded by Mr. Qually, to approve Change Order No. 17, dated March 8, 2018 for eciConstruction, LLC, 124 West Church Street, Dillsburg, PA to supply all labor, materials and equipment to modify existing gate at courtyard and add hardware per proposal for the Human Services Building in the amount of \$4,720.00.

Motion carried.

**Personnel Report:**

Mr. Qually moved, seconded by Mr. Martin, to approve the Personnel Report as presented:

Courts – Note the following:

- Transfer of Lori Griffith from MDJ General Clerk Floater to General Clerk for District Justice Bowman, effective March 26, 2018
- Separation of Employment (with intent to post) for Jennifer Kerns, General Clerk at MDJ Beauchat’s office, effective March 9, 2018
- Promotion of Amy Mathers to Director in the Domestic Relations Department, effective March 19, 2018

Coroner:

Recommendation from Coroner Pat Felix to note the appointment of Anthony S. Grifo as PTAN Deputy Coroner, effective March 7, 2018.

IT Department:

Recommendation from Phil Walter, Director, to approve the employment of Demitrios Kakazoitis to the IT Technician I/Application Specialist, effective March 5, 2018.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of James Starkey, Social Services Aide 2 – Transportation/Visitation and Rebecca Arter, Social Services Aide 2 – Independent Living, effective March 26, 2018.

Planning/Conservation District:

Recommendation from Sherri Clayton-Williams, Director, to approve the employment of the following:

- Danielle Whitestone, Grants Coordinator, effective March 26, 2018
- Joseph Hallinan, Watershed Specialist, effective March 26, 2018.

Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the employment of Jennifer Claybaugh, FT Telecommunicator Trainee, effective March 26, 2018.

Motion carried.

**Expenditures:**

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period February 26, 2018 through March 9, 2018:

General Fund Total	\$ 1,258,744.75
General Fund	\$ 358,203.51
Pcard Payment	\$ 2,507.25
Debt Service	\$ 10,896.35
Payroll – Week #8	\$ 887,137.64
Children & Youth Services	\$ 225,728.01
Liquid Fuels	\$ 203,969.68
Ag Land Funds	\$ 69,492.12
Commissary Fund	\$ 2,994.62
Records Management	\$ 11,000.00
Hotel Tax Fund	\$ 63,855.03
Coroner VISA	\$ 50.00
Parks, Recs & Green Space Prgm	\$ 18,700.00
Capital Projects-Reserve	\$ 32,900.65
Human Services Building	\$ 520.93
911 Fund	\$ 29,021.60
Internal Service Fund	\$ 429,124.07

Motion carried.

**Other Business:**

**4-H Week:**

Commissioner Martin announced that 4-H will be having the first ever open house at the Ag Center on Friday, March 16<sup>th</sup> from 6:00 – 8:30 p.m.

**Executive Session**

Board Chairman Phiel called for an Executive Session at 9:13 a.m. this date to discuss attorney client/personnel issues.

**Meeting Reconvened:**

Board Chairman Phiel reconvened the Commissioner’s Meeting at 11:50 a.m. this date with no further business to come before the Board.

**Adjournment:**

Mr. Qually moved, seconded by Mr. Martin to adjourn the Commissioner’s Meeting at 11:52 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk