

**WEDNESDAY, FEBRUARY 13, 2019:**

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; Molly R. Mudd, Solicitor; Steve Renner, Controller; Crissy Redding, Treasurer; Beth Cissel, Deputy Controller; Don Fennimore, Court Administrator; Michele Miller, HR Director; Sarah Finkey, Children and Youth Administrator; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Todd Garrett, Staff Accountant; Daryl Crum, Tax Services Director; Barbara Walter, Chief Assessor; Chief Sheriff Deputy Dave Allison; Sherri Clayton-Williams, Planning Director; Rebecca Morehead, Grants Coordinator; John Phillips; Dave Bolton; 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 6, 2019 Commissioners' Meeting as presented.

Motion carried.

**Public Comment:**

- Dave Bolton, former McSherrystown Borough Council Member expressed his concerns with filling the vacant County Manager position.

**Planning:**

- With recommendation Sherri Clayton-Williams, Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve and sign the Emergency Solutions Grant, Contract #C000070324, in the amount of \$64,193.00 with a termination date of May 30, 2020 and to authorize Chairman Randy L. Phiel to sign the Lobbying Certification Form and the Federal Funding Accountability & Transparency Act Sub-recipient Data Sheet. This grant will be utilized by South Central Community Action Programs for Emergency Shelter, Rapid Rehousing, HMIS and Administration.

Motion carried.

Megan Shreve, Executive Director of SCCAP, Inc. thanked the Board for their support. This grant has diminished greatly over the years. The application process has been opened up to a broader span of applicants making it more competitive.

- At this time Board Chairman Phiel recognized Sherri Clayton-Williams, Director of Planning, to give a brief summary and update to the Board of Commissioners regarding the Phase 3 Watershed Implementation Plan (WIP). The WIP is an outline for local activities that will assist in meeting Pennsylvania's 2025 nutrient reductions goals to improve the condition of the Chesapeake Bay.

**Children & Youth Services:**

With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by Mr. Martin, to approve and sign an Adoption Assistance Agreement with C.& M.C. on behalf of S.C. in the amount of \$900.00/month.

Motion carried.

**Tax Services:**

- With recommendation from Chief Assessor Barbara Walter, Mr. Martin moved, seconded by Mr. Qually, to approve personal tax exemption for the following individuals who have met the age and income guidelines: Melba Black; Ruth Hoffman; Betty May; Julie Mowrer and Sally Reed all of Oxford Township.

Motion carried.

- With recommendation from Daryl Crum Director, Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy L. Phiel to sign the Proposal for Real Estate Appraisal Service, Cornogg Appraisal Group, 1 Tepee Circle, Conestoga, PA for the property located at 34 East Middle Street, Gettysburg, PA in the amount of \$1,000.00.

Motion carried.

**Department of Emergency Services:**

With recommendation from Director Warren Bladen, Mr. Martin moved, seconded by Mr. Qually, to approve and authorize Chairman Randy L. Phiel to sign the 2019 Emergency Management Performance Grant Reimbursement Application for 50% of Salaries and Benefits for the Director and Administrative Assistant for 2019.

Motion carried.

**Commissioners:**

- Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy L. Phiel to sign on behalf of the Board of Commissioners the Agreement for Professional Services with Susquehanna Group Advisors, Inc. for the arbitrage rebate calculations and preparation of the Arbitrage Rebate Reports for the County's 2012 and 2016 General Obligation Bonds in the amount of \$6,000.00.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve and authorize Chairman Randy L. Phiel to sign on behalf of the Board of Commissioners the Agreement for Legal Services between Fauver Co., LPA and the County of Adams to provide counsel, advice and representation to the County in the Lorain County Court of Common Pleas in Ohio in the matter of Phoenix Health Administrators.

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy L. Phiel to sign the Memorandum of Understanding between the Adams County Commissioners and The American Federation of State, County, and Municipal Employees, AFL-CIO (AFSCME) under the provisions regarding Uniforms for Correctional Officers and Sergeants, that the County will provide employees with "5.11 brand uniforms" effective February 8, 2019.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve and renew the Contract for License for Use of Space at the Adams County Emergency Operations Center Building by the Pennsylvania Department of Agriculture for one-year term effective June 30, 2019 through July 1, 2020 in the annual amount of \$6,660.00.

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy L. Phiel to sign on behalf of the Adams County Board of Commissioners the Transition Agreement between County Manager Albert Penksa and Adams County wherein the parties have delineated their rights and obligations to one another through the transition period and have set forth the compensation and benefits to be provided to Mr. Penksa as of the transition date.

Motion carried.

**Personnel Report:**

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

Adams County Adult Correctional Complex:

- Note the appointment by the Adams County Prison Board of Katy Hileman as Warden of the Adams County Adult Correctional Complex effective February 11, 2019.
- Recommendation from the Adams County Prison Board to approve the appointment of Larry Snyder as Deputy Warden of Security at the Adams County Adult Correctional Complex, effective February 11, 2019 along with permission to post the vacated Captain’s position.

Separation of Employment with permission to post:

- Rescind offer of employment for Brandon Butt, Corrections Officer, effective February 11, 2019
- Briana Murphy, Legal Secretary in the District Attorney’s Office, effective February 25, 2019

Motion carried.

**Expenditures:**

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period January 28, 2019 through February 8, 2019:

General Fund Total	\$ 1,454,851.87
General Fund	\$ 521,954.03
PCard Payment	\$ 904.91
Debt Service Payments	\$ 10,896.35
Payroll – Week #6	\$ 921,096.58
Children & Youth Services	\$ 252,863.10
Liquid Fuels	\$ 51,316.39
Ag Land Funds	\$ 30,289.66
Commissary Fund	\$ 1,987.74
Act 137 (Affordable Housing)	\$ 1,608.00
Hotel Tax Fund	\$ 74,546.84
Human Services Building	\$ 8,482.62
Capital Projects – Courthouse Renovation	\$ 30,088.85
911 Fund	\$ 302,140.05
Internal Service Fund	\$ 444,788.23

Motion carried.

**Other Business:**

No Other Business was brought before the Board at this time.

**Salary Board Meeting:**

The Salary Board Meeting will be held following the Commissioner's Meeting.

**Adjournment:**

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioner's Meeting at 9:44 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk