

**WEDNESDAY, NOVEMBER 6, 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 Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Molly R. Mudd, Solicitor; Beth Cissel, Deputy Controller; Don Fennimore, Court Administrator; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Daryl Crum, Tax Services Director; Warren Bladen, Emergency Services Director; Sherri Clayton Williams, Planning Director; Rebecca Moreland, Grants Coordinator; John Phillips; Amy Marchiano, *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 October 30, 2019 Commissioners' Meeting as presented.

Motion carried.

**Public Comment:**

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

**NOTE** – Cancellation of the November 13, 2019 Commissioner's Meeting.

**Presentation:**

- At this time Board Chairman Phiel recognized Carrie Stuart, Executive Director of The Chamber of Gettysburg & Adams County and Pete Martin, Chairman of the Chamber Board and presented a plaque recognizing "**The Chamber of Gettysburg & Adams County**" and Celebrating 100 Years of Service to businesses of the County.

**Children & Youth Services:**

With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by Mr. Martin, to approve and sign the Permanent Legal Custodianship Agreement between the County of Adams and A.C. & M.C. on behalf of G.C. in the monthly subsidy amount of \$900.00.

Motion carried.

**Department of Emergency Services:**

With recommendation from Warren Bladen, Director of the Department of Emergency Services, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, to approve the Commonwealth of Pennsylvania State Fiscal Year 2019-2020 Hazardous Material Response Fund Grant in the amount of \$27,657.98 for the performance period commencing July 1<sup>st</sup>, 2019 and ending June 30<sup>th</sup>, 2020.

Motion carried.

**Clerk of Courts:**

With recommendation by Clerk of Courts Kelly Lawver, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of commissioners approve an Agreement with OCV, LLC of Auburn, Alabama for the development of a Mobile Application that will allow subscribers to Pay Court Costs & Fines, Receive Notifications, Review the 51<sup>st</sup> Judicial District Court Calendar, provide Instant Communication to the public, Inmate Release Notifications, and to navigate and search Public Records in the Office of the Clerk of Courts. The cost of the Mobile Application will be paid for out of the Clerk of Court's Automation Funds, with no cost passed on to the County.

Motion carried.

**Tax Services:**

Per the Consolidated Assessment Law the Commissioners are required to certify the Real Estate Tax Rolls; the Value of Occupations; and the Per Capita Tax Rolls by November 15<sup>th</sup> for the next year’s tax year and upon the recommendation from Daryl Crum, Director, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioner approve the official Certification of the Tax Rolls as follows:

- Real Estate Tax Rolls – \$9,496,901,300
- Value of Occupations - \$16,548,725
- Per Capita Tax Rolls Count – 76,050

Motion carried.

**Planning Department:**

With recommendation from Rebecca Moreland, Grants Coordinator, Mr. Qually moved, seconded by Mr. Martin, to approve Resolution No. 7 of 2019 re-adopting Adams County’s Section 504 Plan ensuring that all the County’s programs and activities are accessible to persons with disabilities and designating Robert Thaeler, Principal Planner, as Adams County, Gettysburg Borough and Littlestown Borough Section 504 Officer as follows:

**RESOLUTION NO. 7 OF 2019**

**AUTHORIZING A RESOLUTION BY THE ADAMS COUNTY COMMISSIONERS, ADAMS COUNTY, PENNSYLVANIA, RE-ADOPTING A POLICY OF NON-DISCRIMINATION ON THE BASIS OF DISABILITY**

**WHEREAS**, the Congress of the United States has passed Section 504 of the Rehabilitation Act of 1973 which requires that “no otherwise qualified individual with a disability in the United States, shall solely on the basis of his or her disability, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance;” and

**WHEREAS**, the County of Adams, the Borough of Gettysburg, and the Borough of Littlestown receive an annual Community Development Block Grant (CDBG) and are required to comply with Section 504 of the Rehabilitation Act of 1973; and

**WHEREAS**, the County of Adams administers the annual Community Development Block Grant (CDBG) on behalf of the Entitlement communities of the Borough of Gettysburg and the Borough of Littlestown; and

**WHEREAS**, the failure to comply with the terms and conditions of Section 504 of the Rehabilitation Act may cause the County of Adams, the Borough of Gettysburg, or the Borough of Littlestown to lose their grant or eligibility for future grants;

**NOW THEREFORE, WITH THE FORGOING INCORPORATED HEREIN AND MADE AN ESSENTIAL PART HEREOF**, be it resolved by the Adams County Board of Commissioners, Adams County, Pennsylvania, and it is resolved, as follows:

- Section I. It is the policy of the County of Adams that all programs and activities shall be accessible to and usable by persons with disabilities.
- Section II. That the County of Adams shall undertake and evaluate, conduct, and coordinate with citizen groups involving persons with disabilities, its programs, policies, procedures, and facilities in order to determine those areas where discrimination may occur.
- Section III. The County of Adams shall upon completion of said evaluations, make such revisions, modifications, or other changes so as to fully comply with the letter of intent of Section 504.
- Section IV. Further, the County of Adams shall, where building modifications are required, develop and implement a transition plan for the timely elimination of structural barriers to citizens with disabilities.



**Conservation District:**

Mr. Martin moved, seconded by Mr. Qually, to approve the re-appointment of the following to the Adams County Conservation District Board of Directors for another four-year term effective through December 31, 2023:

- Charles A. Bennett as a Public Director
- Carl L. Keller, Jr. as a Farmer Director

Motion carried.

Mr. Phiel moved, seconded by Mr. Qually, to approve the appointment of Commissioner James E. Martin as the Board of Commissioners representative for another one-year term through December 31, 2020

Motion carried.

**Commissioners:**

**Mercy House Recovery Center:**

With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin that the Board of Commissioners approve the following:

- Accept the following bids received in response to the Renovations to Mercy House Project:
  - Hull Electric Services, Inc. of Gettysburg for the Electrical Construction Work in the total bid amount of \$160,812; and
  - Frantz Plumbing LLC of Biglerville for the Plumbing Construction Work in the total bid amount of \$128,625; and
  - Rodney B. Smith Plumbing, Heating & Cooling, Inc. of Chambersburg for the HVAC Construction Work in the total bid amount of \$186,200.

Motion carried.

- Further recommend, after receipt and review of Value Engineering Appraisal designed to glean best value for taxpayer dollars from each of the Mechanical, Electrical and Plumbing (MEP) bids, approve the following:
  - Mr. Martin, seconded by Mr. Qually, to approve Change Order #1 for Contractor Hull's Electric Services, Inc. deduct \$11,812.00 off Original Contract Amount of \$160,812.00;

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to approve Change Order #1 for Contractor Frantz Plumbing LLC deduct \$7,159.00 off Original Contract Amount of \$128,625.00;

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve Change Order #1 for Contractor Rodney B. Smith Plumbing, Heating & Cooling Inc. deduct \$15,600.00 off Original Contract Amount of \$186,200.00.

Motion carried.

- Further recommendation that the Board of Commissioners, in its discretion, Mr. Qually moved, second by Mr. Martin, to reject the sole Bid received for General

Construction Work for Renovations to Mercy House from East Coast Contracting, Inc. of New Cumberland.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to authorize the Chief Clerk to re-advertise the Invitation to Bid for the General Construction Work for Renovations to Mercy House.

Motion carried.

Human Services Building:

- Mr. Qually moved, seconded by Mr. Martin, to approve and sign Change Order #21 dated November 1, 2019 relating to the Human Services Building Renovation Project for General Contractor eciConstruction, LLC of Dillsburg as a decrease in contract price of \$24,502.00.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, with further recommendation that the Board approve Final Payment on the Contract to General Contractor eciConstruction to close out the project.

Motion carried.

**Personnel Report:**

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

Separation of Employment w/permission to post:

- Anthony Sifford, Children & Youth Caseworker 2, effective November 1, 2019
- Jessica Ilko, Children & Youth Caseworker 1, effective November 4, 2019

Motion carried.

**Expenditures:**

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period October 21, 2019 through November 1, 2019:

General Fund Total	\$ 1,350,759.60
General Fund	\$ 393,542.89
PCard Payment	\$ 9,300.43
Payroll – Week #42	\$ 947,916.28
Children & Youth Services	\$ 207,197.22
Liquid Fuels	\$ 166,533.46
CDBG	\$ 8,376.65
Commissary Fund	\$ 1,460.97
Records Management	\$ 3,155.00
Capital Projects - Reserve	\$ 231,158.67
Capital Projects – Courthouse Renovation Project-099	\$ 4,260.00
911 Fund	\$ 44,203.14
Internal Service Fund	\$ 401.51

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 Commissioners Meeting.

**Adjournment:**

Mr. Qually moved, seconded by Mr. Martin, to adjourn the Commissioner's Meeting at 9:36 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk