

WEDNESDAY, AUGUST 12, 2020

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. in the Historic Courtroom and via conference call with Chairman Randy Phiel presiding. Others in attendance: Commissioner James Martin; Solicitor Molly R. Mudd; Steve Nevada, County Manager; John Phillips, Controller; Beth Cissel, Deputy Controller; Don Fennimore, Court Administrator; Melissa Devlin, Finance Director (phone); Phil Swope, Staff Accountant (phone); Todd Garrett, Budget Analyst (phone); Sherri Clayton Williams, Planning Director (phone); Rebecca Moreland, Grants Coordinator (phone); Sarah Finkey, ACCYS Administrator (phone); Phil Walter, CIO (phone); Daryl Crum, Tax Services Director (phone); Ron Hankey; Carl Athey; Aaron Boyhont, IT Department; Alex Hayes, *Gettysburg Times*, and Paula V. Neiman, Chief Clerk.

Minutes:

Mr. Martin moved, seconded by Mr. Phiel, to approve the Minutes of the July 29, 2020 Commissioner's Meeting as presented.

Motion carried.

NOTE: The August 5, 2020 Commissioner's Meeting was cancelled.

NOTE: The next public Commissioner's Meeting is scheduled for August 26, 2020.

Public Comment:

No Public Comment was addressed to the Board at this time via telecommunication.

Information Technology Department:

With recommendation from Phil Walter, CIO and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board, the Commonwealth Law Enforcement Assistance Network (CLEAN) Management Control Agreement. This Agreement ensures that the individual criminal justice agencies within the County, including the Prison, Probation, Children & Youth Services, Emergency Services, District Attorney, and the Sheriff's Office can access the Commonwealth Law Enforcement Assistance Network (CLEAN) in ways which comply with state and federal obligations.

Motion carried.

Department of Emergency Services:

With recommendation from Warren Bladen, Director, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners execute the Fiscal Year 2020-2021 Radiation Emergency Response Fund Grant Agreement with the Commonwealth of Pennsylvania, acting through the Pennsylvania Emergency Management Agency (PEMA). The amount of the grant is \$16,948.00, funds are to be used to improve the County's emergency response capabilities to respond to, and recover from, radiological accidents or incidents at the Commonwealth of Pennsylvania's nuclear power plants and to cover the costs of periodic exercises designed as accident scenarios to prepare emergency personnel for emergency response in nuclear power facility related scenarios. The term of this agreement is through June 30, 2021.

Motion carried.

Treasurer:

With recommendation from Treasurer Christine Redding, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners appoint Chairman Randy L. Phiel to execute, on behalf of the Board, the Hunting License Issuing Agent Agreement with the Commonwealth of Pennsylvania. The Agreement allows the Treasurer's office to issue Hunting Licenses on behalf of the

Pennsylvania Game Commission. The term of the Agreement is five (5) years, the cost of the Agreement is paid for out of a portion of the proceeds of the hunting licenses.

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve the 2020-2021 Purchase of Service Agreements with the following: Family First Health (Nurse-Family Partnership); TrueNorth Wellness Services; Cornell Abraxas Group; George Junior Republic in Pennsylvania; Hempfield Behavioral Health, Inc. and Frederick Psychology Center - Therapeutic Treatment Services.

Motion carried.

Tax Services Department:

- With recommendation from Director Daryl Crum, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board approve the Professional Services Agreement with Tammie Knight, President of the Adams County Tax Collectors Association, for the purpose of providing educational support to local tax collectors. Services shall be rendered at a rate of \$20.00 per hour, not to exceed \$2,000 per year, for a two-year term commencing August 12, 2020.

Motion carried.

- With recommendation from Daryl Crum, Tax Services Director, Mr. Martin moved, seconded by Mr. Phiel, to approve the appointment of Robert Hahn, Germany Township to the pool of candidates for the Auxiliary Tax Appeal Board.

Motion carried.

- With recommendation from Chief Assessor Susan Miller, Mr. Martin moved, seconded by Mr. Phiel, to approve the following:
 - Deny the request for Personal Tax Exemption for Emily Stauffer, Germany Township, who exceeds the guidelines of County policy.
 - Approve the request for Personal Tax Exemption for the following who have met the guidelines of County policy: Treva Leese, Sandra Lloyd and Alverta Kiser, all of Oxford Township
 - Disabled Veterans Real Property Tax Exemption Certification for Gary W. Keeney, 830 Clouser Road, Hanover, PA, located in Union Township, Parcel #41K18-0006F—000 consisting of a one-story home with two (2) car detached garage, personal shed and 1.24 acres, effective with the 2020-2021 School Taxes

Motion carried.

Planning:

With recommendation from Rebecca Moreland, Grants Coordinator, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, to approve an Amendment to the 2016 CDBG Contract #C000066599 Subrecipient Agreement dated March 14, 2018 between the County of Adams and Possum Valley Municipal Authority. This will re-budget \$42,494.50 for the purchase and installation of an above-ground propane tank of no more than 1,000-gallon capacity, backup generator, well meters/pumps, chemical feed pumps and security fencing to serve two wells. This Amendment will also extend the end date to October 17, 2021.

Motion carried.

Security Department:

With recommendation from Director Mark Masemer, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners execute the Annual Maintenance Agreement and the Addendum to Service Plan with Autoclear of Pine Brook, New Jersey to provide inspection, maintenance and repair services for the County's X-Ray scanners located at the entrance of the Courthouse and Human Services Building. The cost of the agreement is \$10,800.00. The term of the agreement is August 15, 2020 to August 14, 2021.

Motion carried.

Adams County Adult Correctional Complex (ACACC):

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve the following:

- Appoint Chairman Randy Phiel to sign on behalf of the Board, Service Order #Q-110602 with PowerDMS of Orlando Florida for Pennsylvania Department of Corrections Title 37, Chapter 95 compliance and tracking software. This is a budgeted add-on service to an existing contract. The cost to the County is \$743.30.
- Appoint Chairman Randy L. Phiel to sign on behalf of the Board Quote #1008416 with Link Computer Corporation for Cloud Meeting Software License. Pricing is per CO-Stars contract #003-040. The cost to the County is \$348.24.

Motion carried.

- With recommendation from Warden Katy Hileman, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve the Roofing Consulting Services Agreement and Addendum to Roofing Consulting Services Agreement with WTI of Beachwood, Ohio, for an infrared survey on all EPDM roof areas of the ACACC. Scope of services to include the marking of all wet insulation on the surface of the roof and a scaled drawing showing the location and size of all wet areas. The cost to the County is \$500.00.

Motion carried.

Building and Maintenance:

With recommendation from Director Larry Steinour, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve the ROV Inspection Proposal and Statement of Services with Atlantic Underwater Services, Inc. of Lake Pleasant, New York for a structural, sanitary and coating inspection of the interior and exterior of the County water tank located in Straban Township. Interior inspection will be by a remotely operated vehicle (ROV) which will be disinfected according to AWWA standards. Digital footage will be given to the County along with a report of potential problems revealed by the investigation. The total cost of the project is \$1,700.00 dollars.

Motion carried.

Elections & Voter Registration:

With recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners appoint Chairman Randy L. Phiel to execute the following on behalf of the Board:

- County Grant Agreement for Election Modernization and Security ("GEMS") Program Funds in the amount of \$310,614.00 to reimburse the County for 60% of the cost of certified voting systems with voter-verifiable paper records.

- GEMS Grant Invoice reflecting eligible GEMS expenses to be incurred by the County from October 31, 2019 through December 31, 2020.
- Certification of Voter List Maintenance Compliance.

Motion carried.

Fund for Adams Investment & Recovery (FAIR):

Community Evaluation Team:

Mr. Martin moved, seconded by Mr. Phiel, to approve to appoint the following individuals to the Community Evaluation Team to assist the County with the implementation of the FAIR Program in distributing federal CARES funding:

- Ron Hankey, Chairman (retired CEO of ACNB); Michael Cogliano (WellSpan); Robin Fitzpatrick (Adams Economic Alliance); Norris Flowers (Destination Gettysburg); Dave Laughman (President of Council of Governments); Cynthia Salisbury (Adams County Community Foundation Board Member) and Carrie Stuart (Gettysburg/Adams Chamber of Commerce)

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to approve the Sub-recipient Agreement that will be used for all applicants of the FAIR Program and to authorize it to be incorporated into the online application for the FAIR Program so that every applicant has an opportunity to read and understand their responsibilities should they be awarded funding through this program.

Motion carried.

The County website will go live on Monday, August 17th with application for online submission, except for municipalities who will apply directly to the Planning Department. Municipalities will receive a different application by email to complete.

Commissioners:

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

- Mercy House Renovations – Approve to authorize Board Chairman Randy Phiel to sign Change Order #3 dated July 28, 2020 from Hull’s Electric Services Inc. for an additional \$729.45 for the removal of all existing cables on the exterior of the building and to remove and reinstall 22 electrical boxes where existing walls have been determined to receive new drywall over plaster.
- Approve the 2021-2026 NBIS Inspection of Adams County Bridges Agreement. This Agreement defines bridge inspection services to be performed by the County’s Bridge Engineer Pennoni Associates Inc. for all bridges within Adams County in compliance with the Pennsylvania Department of Transportation requirements and regulations. The maximum term of the agreement is 5 years from the date of execution. The agreement is not to exceed \$1,027,392.25, deliverables may be completed at a lower cost.
- Appoint Chairman Randy L. Phiel to sign, on behalf of the Board, the Rejection of Gift Agreement with the Commonwealth of Pennsylvania, Pennsylvania Historical and Museum Commission, State Museum of Pennsylvania. By the terms of the Agreement, the State Museum will curate artifacts found during an archeological survey performed on County property in accordance with state and federal regulations, including Section 106 of the National Historic Preservation Act of 1966, and the County will retain ownership of the artifacts at this time. The archeological survey was performed in association with the proposed solar project in Straban Township.

Motion carried.

Personnel Report:

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

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Haylie Gruntz, Caseworker 2-Intake, effective August 10, 2020.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman to approve the employment of David Mullaney, Lead Maintenance Tech, effective August 10, 2020.

Separation of Employment with permission to post:

- Trenton Wise, Corrections Officer, effective August 9, 2020
- Shawn Gray, Corrections Officer, effective August 30, 2020
- William Bennett, Corrections Officer, effective August 23, 2020
- Angela Morrison, Records Assistant at the Adams County Adult Correctional Complex, effective August 25, 2020
- Erin Heefner, Telecommunicator, effective August 19, 2020
- Nicholas Buillen-Hernandez, Temporary Custodian, effective August 21, 2020
- Kwaku Baryeh, Temporary Custodian, effective August 21, 2020

Motion carried.

Expenditures:

Mr. Martin moved, seconded by Mr. Phiel, to approve the following expenditures for the period July 27, 2020 through August 7, 2020:

General Fund Total	\$ 1,373,563.16
General Fund	\$ 413,734.01
PCard Payment	\$ 10,886.53
Debt Service Payments	\$ 10,896.35
Payroll – Week #32	\$ 938,046.27
Children & Youth Services	\$ 174,052.85
CDBG	\$ 72,466.48
Commissary Fund	\$ 4,344.33
Records Management	\$ 6,009.74
Hotel Tax Fund	\$ 63,164.94
Act 13 Bridge Improvements	\$ 2,169.69
Capital Projects - Reserve	\$ 1,090.54
911 Fund	\$ 21,029.77
Internal Service Fund	\$ 201,780.21

Motion carried.

Salary Board Meeting:

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

Adjournment:

Mr. Martin moved, seconded by Mr. Phiel, to adjourn the Commissioner’s Meeting at 9:50 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk