

WEDNESDAY, AUGUST 26, 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: Commissioners James Martin and Marty Karsteter Qually (phone); Solicitor Molly R. Mudd; Steve Nevada, County Manager; John Phillips, Controller; Beth Cissel, Deputy Controller; Don Fennimore, Court Administrator; Danette Laughman, HR Deputy Director; 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; Aleah Leonard, ACCYS Office Manager; Phil Walter, CIO (phone); Cindy Keeney, Victim Witness Director; Children & Youth Employees by phone: Leasia Ayers-Caswell, Supervisor/Program Specialist; Jessica Coy, Program Director; Mary Victoria Charrisse, Administrative Officer; Sherri DePasqua, Assistant Administrator; Carl Athey (phone); Alex Hayes, *Gettysburg Times*, and Paula V. Neiman, Chief Clerk.

Minutes:

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the August 12, 2020 Commissioner's Meeting as presented.

Motion carried.

NOTE: The August 19, 2020 Commissioner's Meeting was cancelled.

NOTE: The next public Commissioner's Meeting is scheduled for September 9, 2020.

Public Comment:

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

Proclamation:

- Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim September 2020 as "**ADAMS COUNTY HERITAGE FESTIVAL MONTH**". This proclamation was presented to Mr. Bill Collinge, Chair of the Adams County Heritage Festival Committee.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to adopt and proclaim August 31, 2020 as the "**2ND ANNUAL INTERNATIONAL OVERDOSE AWARENESS DAY**" – in Adams County. This proclamation was presented to Eileen Grenell of Collaborating for Youth.

Motion carried.

Public Comment:

No Public Comment was address to the Board at this time.

District Attorney:

With recommendation by District Attorney Brian Sinnett, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve and sign the Application for Pennsylvania Commission on Crime and Delinquency (PCCD) STOP Violence Against Women grant totaling \$125,000.00 to support personnel salaries in local domestic violence prevention programs for a two-year period beginning January 1, 2021 through December 31, 2022.

Motion carried.

Information Technology Department:

With recommendation from Phil Walter, CIO and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign and execute the Memorandum of Agreement for Services with the Commonwealth of Pennsylvania, Department of State (DOS). The Agreement facilitates co-operation between the County and DOS to facilitate the sharing of cyber vulnerability information. The Agreement is at no cost to the County and allows the County to join a network including the state, local governments and election entities that co-operate in identifying vectors of cyber risk and co-operating to arrive at solutions. The Agreement remains in force for as long as services are needed but can be terminated at any time without penalty with ninety days written notice by either Party.

Motion carried.

Adams County Children & Youth Services 2021-2022 Needs Based Budget & Plan:

Public Hearing:

Chairman Phiel announced that this is the date and time advertised to hold a public hearing on the Adams County Children & youth Services 2021-2022 Needs based Budget and Plan. Chairman Phiel called the public hearing to order at 9:34 a.m. this date with the following in attendance. Commissioner James Martin; Solicitor Molly R. Mudd; Steve Nevada, County Manager; John Phillips, Controller; Beth Cissel, Deputy Controller; Don Fenimore, Court Administrator; Melissa Devlin, Finance Director; Sarah Finkey, Administrator and Chief Clerk Paula Neiman. In attendance via teleconference: Commissioner Marty Qually; Sherry Clayton-Williams; Cindy Keeney, Director of Victim Witness; Rebecca Moreland, Grants Coordinator; Phil Swope, Staff Accountant; Todd Garrett, Budget Analyst; Children & Youth Staff - Leasia Ayers-Caswell, Jessica Coy, Mary Victoria Charisse and Sherry DePasqua; County Resident Carl Athey and News Reporter Alex Hayes, *Gettysburg Times*.

At this time Chairman Phiel turned the hearing over to Sarah Finkey, Children & Youth Administrator. Ms. Finkey provided a thorough power point presentation on the 2021-2022 Children & Youth Needs Based Budget and Plan. She noted Act 148 is the agency's major source of revenue and highlighted the services they provide through placement and in-home services, among others, and the grants they apply for to help offset the expenses.

After the presentation Chairman Phiel asked if there was any public comment to be received regarding the 2021-2022 Children & Youth Needs Based Budget and Plan. The record shall show there was no public comment received.

On recommendation from Sarah Finkey, Administrator, Mr. Martin moved, seconded by Mr. Qually, to approve, sign and authorize submission to the Department of Human Services the 2021-2022 Children & Youth Services Needs Based Plan and Budget.

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the following:

- 2020-2021 Purchase of Service Agreements with the following: Commonwealth Clinical Group, Inc.; Triad Treatment Specialist, Inc; Adelphoi Village; Catholic Charities; Central Pennsylvania Family Support Services; Children Home of Reading; County of Northampton; Diversified Treatment Alternative Centers, LLC; Pathways Adolescent Center, Inc.; The Bair Foundation; Bethany Christian Services of Central PA; National Mentor Healthcare LL dba Pennsylvania MENTOR; The IMPACT Project, Inc.

- Child Accounting and Profile System (CAPS) Version 16 Upgrade Agreement with Avanco, International, Inc. of Clifton, Virginia. This Upgrade Agreement is effective August 1, 2020 and provides security upgrades, broader browser interoperability, and expanded mobile capabilities to the CAPS system. The cost to the County is \$5,640.02.

Motion carried.

Victim Witness:

With recommendation from Cindy Keeney, Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve and sign the Application for Pennsylvania Commission on Crime and Delinquency (PCCD) grant monies totaling \$175,208.00 to support victim advocacy personnel salaries for the two-year period beginning January 1, 2021 through December 31, 2022.

Motion carried.

Planning:

With recommendation from Rebecca Moreland, Grants Coordinator and after review by Solicitor Molly Mudd, Mr. Mr. Qually moved, seconded by Mr. Martin, that the Board approve the DCED Emergency Solutions Grant CARES Program Contract (C000074136) for the sum of \$340,732.00 which will be used to provide funding for South Central Community Action Programs' (SCCAP) coronavirus response, including expanding homeless shelter capacity and rental assistance. It is further recommended that Chairman Phiel and Vice-Chairman Martin be authorized to electronically sign the Agreement on the Board's behalf.

Motion carried.

Rehabilitation of Bridge No. 5 – Shorb Mill Road Bridge:

With recommendation from William Cameron, Adams County Bridge Engineer, Mr. Martin moved, seconded by Mr. Qually, to approve and sign the Form of Agreement with Lobar Site Development Corporation for the Rehabilitation of Bridge No. 5, Shorb Mill Road Bridge in the amount of \$671,234.11.

Motion carried.

Adams County Adult Correctional Complex (ACACC):

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve to appoint Chairman Randy L. Phiel to sign on behalf of the Board Quote # 200010837NSP dated July 30, 2020 with PROAC Corporation of Mt. Aetna, Pennsylvania for HVAC System Hygiene using HEPA vacuum filtration for approximately 375 linear feet of existing dryer duct work. Pneumatic brushes equipped with cameras will facilitate inspection of work in progress. Cost to the County is \$5,940.00.

Motion carried.

Building and Maintenance:

With recommendation from Larry Steinour, Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve to appoint Chairman Randy L. Phiel to sign on behalf of the Board the TEN Equipment Authorization for installation of the following hardware pursuant to the Guarantee Energy Savings Contract (GESA) with The Energy Network, Inc. ("TEN"), previously approved at the July 29th, 2020 Public Meeting. There is no additional cost to the County for these changes:

- LED Lighting Retrofit Upgrades for the 911 Center; and

- Two (2) Diakin Chillers for the Adams County Adult Correctional Complex
- Building envelope improvements and interior panes for the Old Courthouse

Motion carried.

Human Resources:

With recommendation by Michele Miller, Director and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board the Sun Life Assurance Company Application for Group Insurance for Ancillary Products including life, accidental death, disability, critical illness, and accident insurance coverage to eligible County employees. Coverage will be effective January 1st, 2021 for a one-year term. The monthly administrative fee will be \$4.45 per Plan participant.

Motion carried.

Commissioners:

- With recommendation from Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve to authorize Board Chairman Randy L. Phiel to sign Change Order #2 from Contractor Rodney B. Smith Plumbing, Heating & Cooling, Inc. dated May 31, 2020 for an additional charge of \$825.00 for the installation of a dryer vent through an existing basement window, routed through the floor of the new Laundry Room.

Motion carried.

- With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve to appoint Chairman Randy L. Phiel to execute on behalf of the Board the 2020-2021 Adams County Bridge Maintenance Project Proposal by Pennoni Associates Inc. of Mechanicsburg, the County's Bridge Engineers. The Agreement allows Pennoni Associates Inc. to complete the design, specifications, and contract documents, perform services during construction; and update the Bridge Docket for the 2020-2021 bridge maintenance repairs. Scope of services to include the estimated cost of engineering services based upon completing the minimum repairs, two sealing repairs and Bridge No. 7 barrier repair, at an estimated cost to the County of \$54,500.00.

Motion carried.

Personnel Report:

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

Courts:

- Domestic Relations
 - Separation of Employment for Branden Beasley, General Clerk, effective August 14, 2020.
 - Employment of the following effective September 8, 2020: Samantha Stambultsyan, Conference Officer; April Becker, Case Management Officer; and Monica Virgilio, General Clerk
- Probation Services – Separation of Employment for Daniel Reck, Director, effective September 11, 2020.

District Attorney:

Recommendation from District Attorney Brian Sinnett, to approve the employment of Gustav Gygi, Paid Intern, effective August 25, 2020.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of the following effective August 24, 2020: Cortney Stoner, Caseworker 1-Intake and Kodie Willard, Caseworker 1-Family Support.

Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the employment of the following 911 Telecommunicator Trainees effective August 31, 2020: Marty McKain and Shauna Corsiglia.

Separation of Employment with permission to post:

- Emily Charland-Snoots, Corrections Officer, effective August 9, 2020
- Austin Vogelsong, Corrections Officer, effective August 11, 2020
- Richard Womer, Corrections Officer, effective August 12, 2020
- Brooks Heflin, Corrections Officer, effective August 18, 2020
- Donald Drybola, Corrections Officer, effective August 17, 2020
- Jennie Harrison, Deputy Clerk 3 – Juvenile Clerk in the Clerk of Courts, effective August 28, 2020
- Amend the Separation of Employment for Nicholas Guillen-Hernandez, Temporary Custodian, effective August 12, 2020
- Amend the Separation of Employment for Kwaku Baryeh, Temporary Custodian, effective August 12, 2020
- Amend the Separation of Employment for Shawn Gray, Corrections Officer, effective August 20, 2020
- Amend the Retirement of Cynthia Kidd, Second Deputy Prothonotary from October 1, 2020 to October 16, 2020
- Rescind the employment of Lisa Wright, 911 Telecommunicator Trainee, effective August 31, 2020

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period August 10, 2020 through August 21, 2020:

General Fund Total	\$ 1,886,073.31
General Fund	\$ 961,888.11
Payroll – Week #34	\$ 924,185.20
Children & Youth Services	\$ 184,499.84
HazMat Fund	\$ 34.82
CDBG	\$ 1,584.84
Commissary Fund	\$ 1,723.11
Records Management	\$ 7,591.97
Human Services	\$ 22,575.63
Capital Projects - Reserve	\$ 47,056.29
911 Fund	\$ 55,332.85
Internal Service Fund	\$ 532,388.66

Motion carried.

Other Business:

Commissioner Phiel noted Round 1 of the County’s CARES funding, through the Fund for Adams Investment & Recovery (FAIR), is open and will remain open through September 17, 2020. The application to request funding is located on the County website and has all the information needed to apply. If there are any questions, please contact the Adams County Planning Department.

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 10:18 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk