

WEDNESDAY, JANUARY 15, 2020

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; John Phillips, Controller; Beth Cissel, Deputy Controller; Steven A. Nevada, County Manager; Don Fennimore, Court Administrator; Michele Miller, HR Director; Angela Crouse, Elections & Voter Registration Director; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Amy Marchiano, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

Pledge of Allegiance

Introduction of County Manager:

At this time Chairman Phiel introduced and welcomed Steven A. Nevada the new County Manager.

Minutes:

Mr. Martin moved, seconded by Mr. Qually to approve the Minutes of the January 15, 2020 Commissioners' Meeting as presented.

Motion carried.

Proclamation:

- Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim January 2020 as **"National Human Trafficking Month"** in Adams County. This proclamation was presented to Jessica Ritter, YWCA Safe Home.

Motion carried.

Public Comment:

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

Elections and Voter Registration:

With recommendation from Angela Crouse, Director, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the Sales Order Agreement dated December 20, 2019 with ES&S Election Systems & Software, LLC, a Delaware Limited Liability Company and the Addendum to Agreement with ES&S, such that the equipment, software and services set forth in the sales Order Agreement shall be governed by the terms and conditions of that certain Sales Order Agreement dated April 4, 2019, hereinafter "the Prior Agreement" and further in accordance with COSTARS Contract #039-003. Pursuant to this Sales Order Agreement and Addendum, the County is purchasing a model DS450 High Speed Central Scanner, including supporting hardware, equipment installation and annual licensing fee, at a cost to the County of \$60,930.00.

Motion carried.

Finance Department:

With recommendation from Senior Accountant Phil Swope, 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 execute on behalf of the Board, the following:

- Proposal from Laboratory, Analytical & Biological Services, Inc. of New Oxford dated December 31, 2019 for Water Sample Collection and Analysis for 2020 services, in accordance with Pennsylvania Department of Environmental Protection (PADEP) and

US Environmental Protection Agency (USEPA) protocol, at a cost to the County of \$290.00 per testing period.

- Equipment Lease Agreement #450-7407123-019 with Quality Copy Products, Inc. of York, for the lease of a Kyocera TASKalfa 3212i office machine for the Law Library, at a cost to the County of \$3,492.00 over the (60) month term of the lease.

Motion carried.

Planning Department:

With recommendation from Sherri Clayton-Williams, Director, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the 2020 GIS Technical Support Services Quote from EBA Engineering Inc. of Lancaster and the Addendum to EBA Engineering Quote for as-needed GIS technical support services. Hourly labor charges range from \$145/hour to \$65/hour not to exceed \$5,000.00 for a (1) year term ending December 31, 2020.

Motion carried.

Commissioners:

With recommendation from Solicitor Molly R. Mudd that the Board of Commissioners approve the following:

- Mr. Qually moved, seconded by Mr. Martin, to accept the General Contracting Bid from Gettysburg Construction on the Mercy House Project at a base bid amount of \$515,575.00. Gettysburg Construction acknowledges the receipt of bid drawings, specifications and addenda at the January 2, 2020 meeting with Adams County, and confirms that all contract documents are included in the base bid.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve the Asbestos Abatement Agreement with Environmental Hazards Control, a Division of EHC Associates, Inc. of Lancaster, PA for removal and disposal of asbestos-containing materials from the Mercy House located at 45 West High Street in Gettysburg for site preparation prior to the fit-out renovation of the building. The cost to the County is \$20,217.00.

Motion carried.

Personnel Report:

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

Courts:

Separation of Employment with intent to post:

- Probation Department – Gregory Dornbush, Probation Officer, effective January 24, 2020

Motion carried.

Expenditures:

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period December 30, 2019 through January 10, 2020:

General Fund Total	\$ 1,367,000.67
General Fund	\$ 307,790.39

Pcard Payment	\$ 12,629.29
Debt Service Payments	\$ 10,896.35
Payroll – Week #2	\$ 1,035,684.64

Children & Youth Services	\$ 84,586.06
Commissary Fund	\$ 2,494.13
Hotel Tax Fund	\$ 132,870.14
Capital Projects - Reserve	\$ 4,856.02
911 Fund	\$ 35,120.53
Internal Service Fund	\$ 131.97

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 9:17 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk