

**WEDNESDAY, JANUARY 2, 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; Don Fennimore, Court Administrator; Michele Miller, HR Director; Daryl Crum, Tax Services Director; Dave Allison, Chief Deputy Sheriff; Sherri Clayton-Williams, Director of Planning; Ellen Dayhoff, Rural Resources Manager; Melissa Devlin, Finance Director; Demitrious Kakaziotis, IT Tech 2/Applications Specialist; Amy Marshiano, *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 December 18, 2019 Commissioners' Meeting as presented.

Motion carried.

**Public Comment:**

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

**Courts:**

With recommendation from Don Fennimore, Court Administrator, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy Phiel to sign the following Agreements:

- Sage Gold Service Maintenance Agreement for a three-year term at a rate of \$2,960.00 per year, effective January 2, 2020. This agreement will provide technical support and service coverage for the audio and video equipment installed throughout the Human Services Building.
- ASL Services, 2536 Eastern Blvd, #130, York, PA for legal interpreting services at a rate of \$77 per hour, as needed, effective December 30, 2019.

Motion carried.

**District Attorney:**

With recommendation by District Attorney Brian Sinnett, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the Savin Maintenance and Service Agreement between the Pennsylvania District Attorneys Institute (PDAI) and Adams County for the further development and implementation of a statewide automated victim information and notification system that provides automated notifications to crime victims in Pennsylvania and in accordance with state and federal guidelines, for a term of one year beginning January 1, 2020. PDAI receives grant funding to provide this notification service statewide and to pay for the monthly maintenance fees. There is no cost to the County for the term of the contract.

Motion carried.

**Sheriff's Office:**

With recommendation by Chief Deputy Sheriff Dave Allison, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the Software Maintenance Agreement with vendor Teleosoft of York, PA for the County Suite Servers Migration Project to migrate the existing Teleosoft County Suites System from a 2008 server that is no longer supported by Microsoft to a 2016

server that will ensure security of sensitive data housed on the server. The cost to the County is \$7,500.00.

Motion carried.

**Tax Services:**

With recommendation by Daryl Crum, Director, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the Agreement for Computer Software Services with Grandjean & Braverman, Inc. of Prompton, PA for One-Way Integration of the County's On-Line Delinquent Tax Collection process that will integrate the County's TaxClaim2k Program with the County's third-party vendor Allpaid, Inc. (previously, GovPay) for taxpayers paying their delinquent taxes on-line. The cost to the County is \$5,300.00.

Motion carried.

**Planning Department:**

With recommendation from Sherri Clayton-Williams, Director, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, to approve and sign the Parks, Recreation and Green Space Grant Program Grant Agreement with Conewago Township in the amount of \$25,000.00 for another development phase of the Plum Creek Park Project.

Motion carried.

**Ag Land Preservation Board:**

With recommendation from Ellen Dayhoff, Rural Resource Manager, Mr. Martin moved, seconded by Mr. Qually, to approve the following to the Agricultural Land Preservation Board as Farm Members for a three-year term effective through January 1, 2023:

- Appointment of Doyle Waybright
- Re-appointment of David Wenk
- Re-appointment of Craig Yingling

Motion carried.

**Information Technology Department:**

With recommendation by Phil Walter, Director and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners appoint Chairman Randy Phiel to execute on behalf of the Board the Web Program Enterprise Agreement Enrollment with CCAP for website hosting, and development and design services. The term of the Agreement is (1) year, the cost to the County in year (1) is \$18,000.00.

Motion carried.

**Commissioners:**

Per the IRS standard mileage rates for 2020, Mr. Martin moved, seconded by Mr. Qually, to approve to set Adams County's mileage rate for fiscal year 2020 at 57.5 cents/mile, effective January 1, 2020.

Motion carried.

**Personnel Report:**

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

Separation of Employment with permission to post:

- Nicole Melo, Telecommunicator Trainee, effective December 16, 2019
- Brian (Tim) Shinham, Fiscal Officer in Children & Youth Services, effective January 10, 2020
- Derek Ondrizek, Corrections Officer, effective January 8, 2020
- Cole King, Corrections Officer, effective December 30, 2019

Motion carried.

**Expenditures:**

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period December 16, 2019 through December 27, 2019:

General Fund Total	\$ 1,773,175.75
General Fund	\$ 825,632.72
Payroll – Week #52	\$ 947,543.03
Children & Youth Services	\$ 189,508.71
Liquid Fuels	\$ 229,458.81
HazMat Fund	\$ 66.29
Commissary Fund	\$ 2,871.98
Records Management	\$ 22,161.99
Act 137 (Affordable Housing)	\$ 19,200.00
Hotel Tax Fund	\$ 232.17
Capital Projects - Reserve	\$ 10,161.94
911 Fund	\$ 30,535.23
Internal Service Fund	\$ 664,264.70

Motion carried.

**Commissioner's Meeting:**

Board Chairman Phiel noted the Commissioner's Meeting scheduled for Wednesday, January 8<sup>th</sup> at 9:00 a.m. has been rescheduled to Thursday, January 9<sup>th</sup> at 2:00 p.m.

**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 9:18 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk