

WEDNESDAY, JUNE 3, 2020

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:05 a.m. via conference call with Chairman Randy Phiel presiding. Others in attendance: Commissioners James Martin and Marty Karsteter Qually; Solicitor Molly R. Mudd; Steve Nevada, County Manager; John Phillips, Controller; Beth Cissel, Deputy Controller; Michele Miller, HR Director; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Warren Bladen, Director of Emergency Services; Rebecca Moreland, Grants Coordinator; Sherri Clayton, Director of Planning; Cindy Keeney, Director of Victim Witness; Don Fennimore, Court Administrator; Ed Franchi, Director, Keystone Agricultural Workers Health Program; Laura Goss and George Matthews, Adams County Library System; Alex Hayes, *Gettysburg Times*, and Paula V. Neiman, Chief Clerk.

Chairman Phiel thanked everyone for their efforts and support through the Primary election process, especially the voter staff and the added county staff who assisted. It was a job well done!

Minutes:

Board Chairman Phiel deferred the approval of the Minutes of the May 20, 2020 Commissioners' Meeting until the next public meeting.

Motion carried.

NOTE: The May 27, 2020 Commissioner's Meeting was cancelled.

NOTE: The next public Commissioner's Meeting is scheduled for June 17, 2020.

Proclamation:

Mr. Martin moved, seconded by Mr. Qually to approve June thru August 2020 as "**Adams County Library System 2020 Summer Quest**" in Adams County. George Matthews thanked the Commissioners, local businesses and everyone for their continued support for the Library System so that they can continue to provide many services to the citizens of Adams County. The Summer Fun for 2020 theme is "Imagine Your Story" and all the programs are on-line for easy access. Laura Goss gave a big thank you to all the Library staff for their dedication and assistance.

Motion carried.

Public Comment:

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

Information Technology Department:

With recommendation from Director Phil Walter, 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 Enterprise Update Statement with Microsoft to renew Adams County's participation in the Enterprise Agreement Executed between CCAP and Microsoft. This Agreement, entered into since the period of Enrollment expiration and prior to any renewal, accounts for License quantity increases for Qualified Desktops, Devices &/or Users. The cost to the County of this True-Up is \$11,098.00.

Motion carried.

Department of Emergency Services:

With recommendation from Warren Bladen, Director, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners ratify the approval of the Pennsylvania Emergency Management Agency 9-1-1 Statewide Interconnectivity Funding Grant Agreement for the support of Adams County's SCTF Dispatch Protocols project during the performance period of January 1st, 2020 through

December 31st, 2020. The grant award from the Commonwealth is in the amount of \$241,322.00. No County match is required.

Motion carried.

Victim Witness:

With recommendation from Cindy Keeney, Director, Mr. Qually moved, seconded by Mr. Martin, to approve the PCCD VOCA Grant in the amount of \$322,509.00 effective October 1, 2020 through September 30, 2023.

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve a Professional Services Agreement with the Law Offices of Dorothy Livaditis of York, PA for the services of Stephanie Kogut, Esquire to provide professional legal services on behalf of Adams County Children and Youth Services, when the County's full-time Children and Youth Services Solicitor is unavailable or taking approved PTO. Professional services will be rendered at a rate of \$100.00/hour.

Motion carried.

Planning Department:

With recommendation from Sherri Clayton-Williams, Mr. Qually moved, seconded by Mr. Martin, to approve the following appointments to the Zoning Hearing Board:

- Re-appoint Larry Bushey for a two-year term effective through December 31, 2021
- Appoint Ben Wenk for a two-year term effective through December 31, 2021

Motion carried.

Meeting Recessed:

Chairman Phiel recessed the Commissioner's meeting at 9:22 a.m. this date to hold the first Public Hearing on the 2020 Community Development Block Grant (CDBG) Program Entitlement Funds and the CDBG-CV – Coronavirus Response.

2020 CDBG Public Hearing:

Chairman Phiel announced this is the date and time advertised to solicit public comment on community needs for funding under the fiscal year 2020 State Community Development Block Grant (CDBG) Program and the CDBG Coronavirus Funding (CDBG-CV) awarded to Pennsylvania through the federal CARES Act. Those in attendance: Commissioners James Martin and Marty Karsteter; Molly Mudd, Solicitor, Steve Nevada, County Manager, John Phillips, Controller; Beth Cissel, Deputy Controller; Michele Miller, HR Director; Phil Swope, Staff Accountant; Melissa Devlin, Finance Director; Sherri Clayton, Director of Planning; Don Fennimore, Court Administrator; Ed Franchi, Director, Keystone Agricultural Workers Health Program; Alex Hayes, *Gettysburg Times*; and Paula Neiman, Chief Clerk.

At this time Chairman Phiel turned the hearing over to Rebecca Moreland, Grants Coordinator. Ms. Moreland noted the advertisement was in the *Gettysburg Times* on May 19 and to date, no written comments have been received. From the Commonwealth of Pennsylvania, Adams County will receive an allocation of \$327,612.00 in Fiscal Year 2020 CDBG funds and an additional \$166,152.00 in CDBG-CV funds. Adams County's CDBG funds may be used to benefit a variety of activities including water and sewer systems, streets, housing rehabilitation, emergency housing assistance, recreation and community facilities, new public services, historic preservation, removal of architectural barriers, blight removal,

economic development, and administration and planning. The County must demonstrate that approved projects must – 1) benefit low to moderate income persons; (2) remove slums or blight, or (3) meet an urgent community need. The CDBG-CV funds must be used to benefit activities that respond to the conditions created by the COVID-19 pandemic. Applications for the Fiscal Year 2020 CDBG are due at the Adams County Office of Planning & Development, 670 Old Harrisburg Road, Suite 100, Gettysburg, PA 17325 by Friday, August 14, 2020 and the applications for the CDBG-CV funds are due by Friday, June 26, 2020. Applications may be submitted either by mail or by email to rmoreland@adamscounty.us

Ms. Moreland noted the purpose of this public hearing is to give citizens an opportunity to make their comments known regarding what types of eligible activities Adams County should apply for under the state CDBG programs. Separate public hearings will be held in July and August-October to discuss submitted applications and to approve the applications prior to submittal to the State.

At this time Commissioner Phiel asked if there is any comment from the Commissioners. Commissioner Qually has a concern with housing insecurity within Adams County. The no eviction moratorium is ending soon and will create a concern for rental assistance. With the delay in unemployment funding, rent subsidy will be impacted.

Commissioner Phiel asked if there is any public comment.

- Ed Franchi, Director of Keystone Agricultural Workers Health Program – They receive federal grants to provide primary care services to the agricultural workers throughout the State. The agricultural workers are generally low-income citizens and the COVID crisis has hit very hard. His key question – in terms of the budget, the timing of funds is crucial, since the COVID crisis is now. Can expenses be included in the grant for reimbursement? We need to have COVID-19 testing, PPE's and possible trailers to provide social distancing in worker housing, all are urgently needed now. We need to know if these will be eligible. Point of care testing is what they want to do along with education to the owners and workers. They would like to start in a couple of weeks. Commissioner Qually noted that it is important to stop any COVID-19 infection among farmworkers who come to the County, as it will inevitably spread outside the farms.

Ms. Moreland noted that the PA Department of Community & Economic Development (DCED) provides the guidelines for the CDBG-CV funds as well as CDBG, as established by the US Department of Housing & Urban Development. CDBG as a general rule does not pay pre-award expenses. We have been informed by DCED that the CARES Act does allow pre-award costs incurred due to the COVID pandemic. However, these guidelines are in conflict with other regulations that apply to all CDBG funds, particularly the National Environmental Protection Act (NEPA), which requires an environmental review to be completed for all CDBG activities prior to obligating or expending any funds. DCED has advised us that the US Department of Housing & Urban Development (HUD) needs to provide guidelines for how states are to comply with NEPA when requesting reimbursement for pre-award expenses incurred to respond to COVID-19 and they have not done so yet. Therefore, unfortunately we have no definitive answer to the question of whether pre-award COVID-19 expenses can be covered with CDBG-CV, since the County is still waiting for guidance as to whether DCED/HUD will allow grantees to request reimbursement for expenses incurred prior to the award date without a previously completed environmental review.

Chairman Phiel asked if there were any other questions or comments. The record shall show there were no more public comments received.

If anyone is interested in applying for funding, please contact Rebecca Moreland, Grants Program Coordinator in the Adams County Office of Planning & Development via email or by phone at 717-337-9824 to discuss your proposed project. The next public hearing will be held July 15, 2020 beginning at 9:00 a.m.

Meeting Reconvened:

Chairman Phiel reconvened the Commissioner's meeting at 9:50 a.m. this date with the following in attendance: Commissioners James Martin and Marty Karsteter; Molly Mudd, Solicitor, Steve Nevada, County Manager, John Phillips, Controller; Beth Cissel, Deputy Controller; Michele Miller, HR Director; Phil Swope, Staff Accountant; Melissa Devlin, Finance Director; Sherri Clayton, Director of Planning; Don Fennimore, Court Administrator; Alex Hayes, *Gettysburg Times*; and Paula Neiman, Chief Clerk.

State Food Purchase Program:

With recommendation from Paula Neiman, Chief Clerk, Mr. Martin moved, seconded by Mr. Qually, to approve the following:

- Sign the State Food Purchase Program Five-year Grant Agreement between the County of Adams and the Commonwealth of Pennsylvania, Department of Agriculture. This Agreement will be for a period beginning July 1, 2020 through July 1, 2025 and will be used to provide funds for the purchase, transportation, storage and distribution of food products to Program participants.
- Appoint South Central Community Action Programs, 153 North Stratton Street, Gettysburg, PA as the Designated Lead Agency.

Motion carried.

Adams County Library System:

With recommendation from the Adams County Library Board of Trustees, Mr. Qually moved, seconded by Mr. Martin, to officially appoint the following individuals to serve on the Adams County Library System Board of Trustees:

- Mary Sue Cline to her second three-year term
- Dorothy Puhl to her second three-year term
- Rita Rice to her first three-year term

Motion carried.

Commissioners:

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

- Mr. Martin moved, seconded by Mr. Qually, to approve and sign the Adams County's Updated Drug and Alcohol Policy. The policy was revised on or about May 20, 2020, with an effective date of June 3rd and will replace the existing Drug and Alcohol Policy in the Adams County Employee Handbook.

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to appoint Chairman Randy L. Phiel to execute on behalf of the Board the May 29, 2020 a Proposal from Gannett Fleming for a Structural Roof Assessment for Installation of Solar Panels at the Human Services Building, 525 Boyd School Road, Gettysburg, PA. The proposal includes conducting an on-site review of the existing structure and performing a structural analysis to determine if the existing roof structure is adequate to support the proposed additional overlay of insulation and standing seam roof deck and solar panels. The cost to the County is \$15,600.00 for professional services.

Motion carried.

Personnel Report:

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

Courts:

- Domestic Relations – Separation of employment with intent to post – Terri Turner, Case Management Officer, effective June 26, 2020

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Emily Stottlemeyer, Caseworker 2, effective June 1, 2020.

Separation of Employment with permission to post:

- Romario Cano, Corrections Officer, effective May 21, 2020
- Priscilla Spence, Corrections Officer, effective May 6, 2020
- Jesse Shull, Custodian/Maintenance Helper, effective May 28, 2020
- Justin Hoffman, Part Time as Needed, Telecommunicator, effective May 26, 2020
- Jason Kopp, Part Time as Needed Telecommunicator, effective June 25, 2020

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period May 18, 2020 through May 29, 2020:

General Fund Total	\$ 1,587,791.85
General Fund	\$ 699,733.69
PCard Payment	\$ 3,461.06
Payroll – Week #22	\$ 884,597.10
Children & Youth Services	\$ 165,799.22
Liquid Fuels	\$ 3,779.68
HazMat Fund	\$ 215.00
Commissary Fund	\$ 6,743.90
Ag Land Funds	\$ 56,176.97
Commissary Fund	\$ 6,263.25
Records Management	\$ 3,192.61
Human Services	\$ 10,313.00
Act 13 Bridge Improvements	\$ 5,225.35
Capital Projects - Reserve	\$ 80,994.80
911 Fund	\$ 49,205.30
Internal Service Fund	\$ 316,417.88

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. Martin moved, seconded by Mr. Qually, to adjourn the Commissioner’s Meeting at 10:00 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk