

**WEDNESDAY, APRIL 4, 2018:**

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 L. Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Albert Penksa, County Manager; John Hartzell, Solicitor; Steve Renner, Controller; Don Fennimore, Court Administrator; Beth Cissel, Deputy Controller; Sherri Clayton-Williams, Planning Director; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Sarah Finkey, ACCYS Administrator; Sherri DePasqua, Deputy Administrator; Cindy Keeney, Victim Witness Director; News Reporter Vanessa Pellechio, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

**Pledge of Allegiance**

**Minutes:**

Mr. Qually moved, seconded by Mr. Phiel, to approve the Minutes of the March 28, 2018 Commissioners' Meeting as presented.

Motion carried.

**Proclamations:**

Mr. Martin moved, seconded by Mr. Qually, to adopt and proclaim April 8-14, 2018 as "**NATIONAL CRIME VICTIMS' RIGHTS WEEK**" in Adams County. This proclamation was presented to Cindy Keeney, Victim Witness Director.

Motion carried.

Mr. Martin moved, seconded by Mr. Qually, to adopt and proclaim the month of April 2018 as "**CHILD ABUSE AND NEGLECT PREVENTION MONTH**" in Adams County. This proclamation was presented to Tammy Barbour, Director of Children's Advocacy Center and Sarah Finkey, Children and Youth Administrator.

Motion carried.

Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim April 2018 as "**SEXUAL ASSAULT AWARENESS MONTH**" in Adams County. This proclamation was presented to Brandy Beltz, Survivors, Inc.

Motion carried.

**Public Comment:**

No Public Comments were addressed to the Board at this time.

**Court:**

With recommendation from Don Fennimore, Court Administrator, Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy Phiel to sign the Court Interpreter Services Grant Application for Language Access Reimbursable Costs for calendar year 2017 in the amount of \$39,346.18 for submission to AOPC.

Motion carried.

**Children & Youth Services:**

With recommendation from Sarah Finkey, and after review by Assistant Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, to approve the following:

- The Child Accounting and Profile System (CAPS) CWIS 1.3 Release 1 Upgrades with vendor AVANCO International of Fairfax, Virginia. The Upgrade encompasses the

period of March 1, 2018 through and including October 30, 2018. The Commonwealth of Pennsylvania, Office of Children, Youth and Families and the CAPS Governance Board reviewed and approved the upgrade specifications to the CWIS System. The total cost of the Upgrade to the CAPS counties is \$112,990.00. The Adams County proportional share of the upgrade is a fixed price of \$1,274.53 which amount has been fully budgeted by the Agency.

- 2017-2018 Purchase of Service Agreement with Pressley Ridge.

Motion carried.

**Planning:**

With recommendation from Sherri Clayton-Williams, Director, Mr. Martin moved, seconded by Mr. Qually, to approve and authorize Chairman Randy Phiel to sign the ESRI Annual License Renewal for the GIS Program in the amount of \$18,904.11 for the Planning Department, Tax Services and the Department of Emergency Services, effective April 2, 2018.

Motion carried.

**Commissioners:**

With recommendation from Albert Penksa, County Manager, Mr. Martin moved, seconded by Mr. Qually, to approve and authorize Chairman Randy Phiel to sign an Engagement Letter for the 2018-2019 Bridge Maintenance Project for Professional Services with William Cameron, P.E., Pennoni Associates, Inc., Adams County Bridge Engineer, in the amount of \$92,000.00.

Motion carried.

**Law Library:**

With recommendation from Cecelia Brown, Law Librarian, Mr. Qually moved, seconded by Mr. Martin, to approve and authorize Chairman Randy Phiel to sign an Order ID: Q-00201160 with West Publishing Corporation for West Proflex in the amount of \$2,080.20/month for 36 months effective April 4, 2018.

Motion carried.

**Purchasing/Finance:**

At the request of Larry Steinour, Buildings and Maintenance Director, and after review by Solicitor John Hartzell, Mr. Martin moved, seconded by Mr. Qually, that the County of Adams approve an annual maintenance agreement with NRG Building Services, Inc., Harrisburg, PA, in the amount of \$6,560 for standard maintenance, and an additional cost of \$1,000 for an emergency support option, as needed, for HVAC control systems and related equipment annual maintenance, at the County's Human Services Building, with the agreement effective June 1, 2018.

Motion carried.

**Personnel Report:**

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

**Court:**

- Department of Probation Services: Separation of Employment for Carly Sterner, Director, effective April 20, 2018 with the intent to post and fill position

- Approve employment of the following Tipstaffs at a rate of \$88.97 per diem, effective March 26, 2018 – John Eline; Debra Hoffman and Charles Pritt

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 9:41 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk