

WEDNESDAY, OCTOBER 18, 2023:

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. at the Adams County Courthouse, Historic Courtroom and via conference call with Chairman Randy L. Phiel presiding. Others in attendance: Commissioner Marty Karsteter Qually; Molly R. Mudd, Solicitor; Steve Nevada, County Administrator; John Phillips, Controller; Beth Cissel, Deputy Controller; Todd Garrett, Budget Analyst II; Michele Miller, HR Director; Candi Clark, Court HR Generalist; Warren Bladen, Department of Emergency Services Director; Sherri Clayton-Williams, Planning Director; Phil Walter, CIO; Sarah Finkey, CYS Administrator; Those participating by phone: Tammy Myers; News Reporters Judi Seniura, *Gettysburg Connections* and Vanessa Pellechio Sanders, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the September 20, 2023 Commissioner's Meeting as presented.

Motion carried.

Proclamations:

- Mr. Qually moved, seconded by Mr. Phiel, to adopt and proclaim October 28, 2023 as the 26th "**NATIONAL PRESCRIPTION DRUG TAKE BACK DAY**" in Adams County. This proclamation was presented to Lyric Gallagher and Lisa Lindsey of Collaborating for Youth.

Motion carried.

- Mr. Qually moved, seconded by Mr. Phiel, to adopt and proclaim October 2023 as "**DOMESTIC VIOLENCE AWARENESS MONTH**" in Adams County and the week of October 16 – October 21, 2023 as "WEEK WITHOUT VIOLENCE" in Adams County. These proclamations were presented to Nancy Lilley of the YWCA of Gettysburg and Adams County.

Motion carried.

- Mr. Qually moved, seconded by Mr. Phiel, to adopt and proclaim Wednesday, October 18, 2023 as "**SUPPORT YOUR LOCAL CHAMBER DAY**" in Adams County. This proclamation was presented to Chamber representatives Isaac Bucher, Maura Herron, Bryan Johnson and Wes Warehime.

Motion carried.

Public Comment:

No Public Comment was brought before the Board at this time.

Children & Youth Services (CYS):

With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by Mr. Phiel, to approve the following:

- Service Agreement with Jennifer Binder on behalf of CYS. This Agreement provides for canine therapeutic services for juveniles and families engaged with CYS at no cost to the County. Ms. Binder owns several therapy dogs and has previously served the County as a therapy dog handler. This Agreement is effective October 18, 2023, for a one-year term.
- 2023-2024 Purchase of Service Agreements: CHOR Youth & Family Services; Summit School; George Junior Republic

Motion carried.

Information Technology (IT):

With recommendation from Phil Walter, CIO and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to sign the Statement of Work from Computer Design and Integration LLC (“CDI”), a New York Company, for professional services to assist with network equipment transitions and setups. The quote is effective October 18, 2023. The County will be billed on a time and materials basis, with an estimated cost of \$11,600.00.
- In coordination with Emergency Services Director Warren Bladen, designate Chairman Randy L. Phiel to sign Quote Nos. 1022204 and 1022313 with Link Computer Corporation, an authorized reseller of VMware, Inc. products, of Bellwood, PA, for the County’s VMware Licenses and support. VMware allows IT and DES to provision and manage servers within the County’s virtual server environment. These Quotes are made pursuant to Costars contact #006-E22-223. The terms for the Quote are one (1) year. Quote No. 1022313 commences on October 29, 2023 and terminates on October 28, 2024. Quote No. 1022204 commences on December 6, 2023 and terminates on December 5, 2024. Total cost to the County is \$21,004.00.
- Designate Chairman Randy L. Phiel to sign Quote No. 23033738 with ePlus Technology, Inc., a Virginia Company which is an authorized reseller of Rubrik products. The County will be purchasing the Rubrik Security Cloud – Government, Foundation Edition, a backup and recovery solution which includes hardware and Rubrik’s proprietary software. This Quote is made pursuant to Costars contract Nos. 003-E22-579 and 006-E22-218. The term is three (3) years. Total cost to the County is \$222,305.80.
- Designate Chairman Randy L. Phiel to sign the Quote from Sideview, LLC, of Oakland, CA, for the renewal of the County’s license, support, and maintenance for Sideview’s “Cisco CDR Reporting and Analytics” App. This product provides the capabilities for the IT network team to navigate and search the data coming from the Cisco VoIP phone system to build reports and dashboards around that information. The term of the Agreement is one (1) year, commencing on November 20, 2023 and terminating on November 19, 2024. Total cost to the County is \$1,600.00.

Motion carried.

Planning:

With recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners approve revisions to the Adams County Parks, Recreation, and Green Space Program (“PRGS”) Guidelines, last revised in 2017. The updated Guidelines have undergone review and approval by the PRGS Committee. Substantive revisions to the Guidelines for Applicants include the requirement that any easement, deed restriction, right-of-way, or other instrument needed for the Project be filed prior to the Application and that the type of public access anticipated for completion of the Project be specifically defined by the Applicant. The balance of the revisions are minor and necessitated for clarity and administrative ease. It is further recommended that the Board adopt Resolution No. 13 of 2023 effectuating the aforementioned changes to the PRGS Guidelines.

Motion carried.

Tax Services Department:

With recommendation from Daryl Crum, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners

designate Chairman Randy L. Phiel to approve the annual maintenance contracts for Tax Services' billing software (TaxClaim2k, TaxBilling, and TaxColl2k) with Grandjean & Braverman, a Pennsylvania Company. The terms of the Agreements are one (1) year, commencing on January 1, 2024 and terminating on December 31, 2024. Total upfront cost to the County is \$10,000.00, with any additional service hours to be billed at a rate of \$125 per hour.

Motion carried.

Department of Emergency Services:

With recommendation from Warren Bladen, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners approve the following:

- US Department of Homeland Security Federal Fiscal Year 2023 Emergency Management Performance Grant Agreement C950004109 between the Pennsylvania Emergency Management Agency (PEMA) and Adams County. This Agreement provides for a grant award of \$64,203.00, to be used for personnel salary and benefits for an Emergency Management Coordinator and Administrative Assistant 1. The term of the Agreement is October 1, 2022 to September 30, 2025 and the period of performance is October 1, 2022 through September 30, 2023. The total project cost is \$128,406.00, with the County contributing \$64,203.00 as a non-Federal match.

Motion carried.

Elections/Voter Registration:

With recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners ratify the authorizing signature for the purchase of thirty (30) precinct voting signs and stands for use in the November General Election. Total cost to the County is \$2,371.80. This expense will be eligible for reimbursement through the Department's annual Election Grant funds.

Motion carried.

Building and Maintenance:

With recommendation from Larry Steinour, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the proposal from Waste Management (WM) of Pennsylvania, Inc., of Moon Township, PA, for solid waste removal at the Adams County Courthouse, Human Services Building, Emergency Services Building, and ACACC complex. It is further recommended that the Board sign the Addendum to Terms and Conditions of WM Agreement #S0017538598, which incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement is one (1) year, commencing on October 18, 2023 and terminating October 17, 2024. The estimated monthly cost for all combined locations will be \$2,835.39, for an estimated yearly cost to the County of \$34,024.68.

Motion carried.

Adams County Conservation District:

Mr. Qually moved, seconded by Mr. Phiel, to approve and sign a Lease Agreement between the Adams County Conservation District, 670 Old Harrisburg Road, Suite 201, Gettysburg, PA and the County of Adams, through its Board of Commissioners, 117 Baltimore Street, Room 201, Gettysburg, PA approving an increase in the rental rate to \$10.75/square foot with a monthly installment of \$17,432.02. The term of the rent increase is for three (3) years and will become effective January 1, 2024 and will continue through September 30, 2026.

Motion carried.

Adams County Adult Correctional Complex:

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners approve the Pennsylvania Commission on Crime and Delinquency (“PCCD”) Grant Application (subgrant #41001) for submission on October 18, 2023. This Application seeks a total of \$199,999.00 in grant funding for the purpose of implementing and expanding upon the Medically-Assisted Treatment (MAT) program at the Adams County Adult Correctional Complex. Such funding would assist with additional staff, medications, training, and supplies. This grant is made available through the Commonwealth’s 2024 Residential Substance Abuse Treatment (RSAT) Program. There is a County match of 25%, which would come from Act 198 and Inmate Commissary Funds, for a total of \$259,483.00. This Application is effective October 18, 2023.

Motion carried.

Commissioners:

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

- Mr. Qually moved, seconded by Mr. Phiel, to authorize the public advertisement of Ordinance No. 3 of 2023, in accordance with the requirements of Section 509 of the County Code. This Ordinance will create a real estate tax credit for active volunteers of County fire and non-profit emergency medical services organizations and meet other qualifications as outlined in the ordinance.

Motion carried.

- With recommendation from Michele Miller, Human Resources Director, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners approve the 2024 Employee Health Care Program Design with Capital Blue Cross, including PPO, Rx and Vision.

Motion carried.

Personnel Report:

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

Court:

- Probation Services: Separation of employment for Ellie Engnoth, Probation Officer Intern, effective October 12, 2023

Controller:

- Employment of Taylor Dicob, Staff Accountant, effective October 10, 2023

Clerk of Courts:

- Employment of Emily Ruffner, Deputy Clerk 2, effective October 10, 2023

Department of Emergency Services:

- Employment of Maxwell Nease, Telecommunicator, effective October 23, 2023

Adams County Adult Correctional Complex:

- Per AFSCME CBA, employment of the following Corrections Officers: Douglas Kaas, Jeremy Lescalleet, Caden Velez, Vincent Mallace, effective October 16, 2023

Separation of Employment:

- Rescind offer of employment for Gregory Bowling, Corrections Officer, effective October 3, 2023

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Phiel, to approve the following expenditures for the period October 2, 2023 through October 13, 2023:

General Fund Total	\$ 1,344,565.44	
General Fund	\$ 299,482.32	
Payroll – Week #41	\$ 1,045,083.12	
Children & Youth Services	\$ 177,496.91	
Liquid Fuels	\$ 81,196.72	
HazMat Fund	\$ 117.80	
CDBG	\$ 4,636.00	
Commissary Fund	\$ 11,235.58	
Hotel Tax Fund	\$ 254,494.05	
911 Fund	\$ 4,806.04	
Internal Service Fund	\$ 464,048.70	

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. Phiel, to adjourn the Commissioner's Meeting at 9:37 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman

Paula V. Neiman
Chief Clerk