

Proposed AGENDA, WEDNESDAY, JANUARY 13, 2021:

9:00 A.M. Convening of the Adams County Board of Commissioners' Meeting.

Pledge of Allegiance

Minutes:

Approve the Minutes of the December 30, 2020 Commissioners' Meeting as presented.

Proclamations:

- **"Human Trafficking Awareness Month"** – January 2021
- **"National Mentoring Month"** – January 2021

Public Comment:

*Individuals may listen to the meeting or comment during the public comment portion of the agenda by calling **1-415-655-0001, 132-798-3497#**. Any comments related to the agenda or county business are limited to 5 minutes and the individual is to state their name and address prior to commenting.*

Probation Services:

Recommendation from Gale Kendall, Director and after review by Solicitor Molly R. Mudd, that the Board approve the Independent Services Agreement with Dewaine Finkenbinder for the administration of PA DUI Highway Safety classes on behalf of Probation Services. This Agreement shall be effective January 1st, 2021 for a term of one (1) year, and Mr. Finkenbinder shall be compensated at a rate of \$55.00 per hour.

District Attorney:

Recommendation from District Attorney Brian Sinnett, and after review by Solicitor Molly R. Mudd, that the Board approve the License and Maintenance Agreement with Corrections Development, Inc. for the continued use of a software management system approved by the Pennsylvania District Attorneys Institute. The Agreement shall be effective January 1st, 2021 for the term of one year, with a total cost to the County of \$5,348.00 in licensing and support fees. Further, that the Board approve payment of licensing and support services incurred in 2019 and 2020 in the combined amount of \$10,836.00, as budgeted.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the following Adoption Assistant Agreements:

- E.M. & S. M. on behalf of K.W. in the amount of \$750.00/month
- T. & T.C. on behalf of B.B.H. in the amount of \$750.00/month

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Department of Emergency Services:

Recommendation from Warren Bladen, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Amended and Restated Support and Maintenance Agreement with Intellitech, Corporation of Poland, Ohio, successor by merger to The ITC Technology Team, Inc. (assignee of Alert Tracking Systems, Inc. dba Alert Public Safety Solutions) for the support and maintenance of licensed software which facilitates the operation of the Computer Aided Dispatch (CAD)

system, Alert Map Embedded Mapping, the Sentinel Mobile Dispatch, and Symmetric DS Pro. The contract term is from the date of execution to January 5, 2022, and the total cost of the contract is \$71,291.23. The cost of the contract is a budgeted expense.

Information Technology:

Recommendation from Phillip Walter, CIO and after review by Solicitor Molly R. Mudd, that the Board of Commissioners execute Quote #LVFR357 with CDW-G of Vernon Hills, Illinois for Microsoft Teleconferencing software. This quote leverages the Microsoft Enterprise Licensing Agreement signed by the County in 2018 and renewed through the current year. The term of the quote is one (1) year, and the cost to the County is \$1,056.00.

Tax Services:

Recommendation from Chief Assessor Susan Miller to approve the Disabled Veterans Real Property Tax Exemption Certification for the following:

- William J. Maguire, 28 Buttonbush Lane, Gettysburg, PA, Parcel #38G10-0445, located in Straban Township for his one-story home with attached two car garage on .13 acres, effective with the 2021 County/Township taxes.
- Charles M. Geis, 237 South Second Street, McSherrystown, PA, Parcel #28002-0273, located in McSherrystown Borough for his one-story home with attached two car garage and personal shed on .26 acres, effective with the 2021 County/Municipal taxes.
- Edward Hale (deceased), 53 Stedtle Court, Littlestown, PA, Parcel #27004-0290, located in Littlestown Borough. The surviving spouse, Bonita M. Hale, has applied to the PA Department of Military and Veterans Affairs and is qualified to retain the tax exemption for the property listed.

Planning Department:

Recommendation from Sherri Clayton-Williams, Director, to approve the following:

- Re-appointment for another 4-year term on the Adams County Planning Commission Board for Ed Kaplan, Skip Strayer and Mel Lebo, effective through December 31, 2024

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Planning Department cont'd:

- Appointment of Jim Morhaleck to fill the unexpired term of Al Lowas, effective through December 31, 2022
- Appointment of Dave Arndt to fill the unexpired term of Peter Martin, effective through December 31, 2023
- After review by Solicitor Molly Mudd, that the Board approve the Community Development Block Grant – CARES (CDBG-CV) Grant Program Contract (No. C000075551) for the grant of \$298,443.00 as reimbursement for eligible project costs expended by the County between January 27th, 2020 and November 30th, 2022 related to the prevention of, preparation for, and response to COVID-19.

Ag Land Preservation:

Recommendation from Ellen Dayhoff, Rural Resource Manager, to approve the following:

- Re-appointment for another 3-year term on the Agricultural Land Preservation Board for Chad Collie (Contractor Member) and George Taughinbaugh (Citizen Member), effective through December 31, 2023

- Re-appointment of Deb Kammerer (Citizen Member) and Wayne Smith (Citizen Member), effective January 2021 until a replacement is appointed.
 - Re-appointment of Craig Yingling as Chairman
 - Appointment of Dave Wenk as Vice-Chairman
 - Appoint Planning Department Staff – Ellen Dayhoff as Treasurer and Cindy Sanderson as Secretary
 - Certification of County Funds for the 2021 Program Year as follows:
 - 2021 County Match Funds from County Revenues \$358,457.00
 - Total Interest from 2020 County Clean & Green \$ 41,620.00
 - Interest earned on past Certified County Funds \$ 8,457.36
- TOTAL \$445,679.00

Adams County Retirement Board:

Recommendation from Controller John Phillips, in his capacity as Secretary of the Adams County Retirement Board, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the following agreements with the Pennsylvania Municipal Retirement System (PMRS) for the administration of the County’s public retirement plan for its employees, effective January 1st, 2021:

- PMRS Base Plan Document – outlining the administration of the retirement plan.
- PMRS Service Level Agreement – establishing indemnification and notice requirements to benefit the County.

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Adams County Retirement Board cont’d:

- Defined Benefit Adoption Agreement (for employees hired on or before June 30th, 2010) – adopting qualified defined benefit plan as outlined in Base Plan Document.
- Cash Balance Adoption Agreement (for employees hired on or before June 30th, 2010) – allows employees to make mandatory and optional contributions.
- Defined Benefit Adoption Agreement (for employees hire on or after July 1st, 2010) - adopting qualified defined benefit plan as outlined in Base Plan Document.
- Cash Balance Adoption Agreement (for employees hired on or after July 1st, 2010) – allows employees to make mandatory and optional contributions.
- Further recommendation that the Board of Commissioners approve to adopt Ordinance No. 1 of 2021 – Amending its Non-Uniform Pension Plan administered by the Pennsylvania Municipal Retirement System pursuant to Article IV of the Pennsylvania Municipal Retirement Law; agreeing to be bound by all provisions of the Pennsylvania Municipal Retirement Law as amended and as applicable to member municipalities.

Adams County Industrial Development Authority:

Recommendation from Robin Fitzpatrick, President, on behalf of the Board of Directors, to request the following appointments:

- Michael Showers to a two-year term effective January 21, 2021 through December 31, 2022
- Kenneth Farabaugh to another four-year term effective January 21, 2021 through December 31, 2024
- James Williams to another five-year term effective January 21, 2021 through December 31, 2025

Human Resources:

Recommendation from Director Michele Miller, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners review and adopt the 2021 Adams County COVID-19 Paid Leave Policy effective January 1, 2021 through March 21, 2021. This policy may be discontinued prior to the termination date or extended for a period of time after the termination date through public action of the Board, at the sole discretion of the Board.

Commissioner’s Office:

- Per the IRS standard mileage rates for 2021, approve to set Adams County’s mileage rate for fiscal year 2021 at \$.56/mile, effective January 1, 2021.

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Personnel Report:

Court:

- Domestic Relations – Separation of Employment of Melissa Laney, Title IV Attorney, effective January 22, 2021.

Sheriff’s Department:

Note the employment of Donald E. Miller, Jr., Deputy Sheriff, effective February 8, 2021.
Separation of Employment with permission to post:

- Kayla Ritchey, Children & Youth Services Caseworker 1, effective January 25, 2021
- Rescind the offer of employment to DaVon McGant, Corrections Officer, effective January 11, 2021

Expenditures:

Approve the following expenditures for the period December 28, 2020 through January 8, 2021:

General Fund Total	\$ 1,388,382.26
General Fund	\$ 362,710.35
PCard Payment	\$ 12,958.72
Payroll – Week #1	\$ 1,012,713.19
Children & Youth Services	\$ 135,726.99
Liquid Fuels	\$ 4,312.33
Commissary Fund	\$ 3,095.61
Hotel Tax Fund	\$ 1,075,175.29
Act 13 Bridge Improvements	\$ 4,184.14
COVID-19 County Relief	\$ 5,946.30
Capital Projects - Reserve	\$ 2,600.00
911 Fund	\$ 247,734.74
Internal Service Fund	\$ 269,487.28

Other Business:

Solicitor Mudd
 Commissioner Qually
 Commissioner Martin
 Commissioner Phiel

Salary Board Meeting:

The Salary Board Meeting will be held following the Commissioners Meeting.

Adjournment: