

## **AGENDA, WEDNESDAY, APRIL 17, 2024:**

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

### **Pledge of Allegiance**

### **Minutes:**

Approve the Minutes of the April 3, 2024 Commissioners' Meeting as presented.

### **Proclamations:**

- **“National Public Safety Telecommunicators Week”** – April 14 – 20, 2024
- **“National Fallen Fire Fighters Week”** – April 28 – May 5, 2024
- **“Conservation District Week”** – April 28 – May 4, 2024
- **“National Crime Victims' Rights Week”** – April 21 – 27, 2024
- **“Motorcycle Safety Awareness Month”** – May 2024

### **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 Kristi Fields, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Intermediate Punishment Treatment Programs Grant Fund Application and the Intermediate Punishment (IP) Treatment Program Authorization Form (FY 2024) with the Pennsylvania Commission on Crime and Delinquency (PCCD), on behalf of the Commonwealth of Pennsylvania. The Grant Application seeks \$87,070.00 for the purpose of providing drug and alcohol assessments for individuals convicted of DUI-related offenses. The Grant Application is supported by the County Criminal Justice Advisory Board. No County match is required. The IP Authorization Form confirms that the County's IP program will conform with applicable regulations and minimum standards outlined in Act 2000-41. The Grant Application and IP Authorization Form are effective April 17, 2024.

### **Controller:**

Recommendation from Controller Tammy Myers, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- March 28, 2024 Letter of Engagement with Zelenkofske Axelrod, LLC (“ZA”), a certified public accounting firm. This Letter of Engagement provides that ZA will audit the County's financial records for compliance with major federal and PA Department of Human Services grant requirements for calendar year 2023. Total cost of the audit shall not exceed \$75,611.00. This Letter of Engagement is effective April 17, 2024.

**Information Technology:**

Recommendation from Phil Walter, CIO and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Professional Services Agreement and Quote #9 with Tri-County Electrical Contractors, LLC. This Agreement and Quote provide that Tri-County will install and reroute fiber cabling on the 2<sup>nd</sup> floor of the Courthouse for the purpose of accommodating upcoming office renovations. Total cost of labor and materials is \$2,962.76. The Agreement and Quote are effective April 17, 2024.

**Building and Maintenance:**

Recommendation from Larry Steinour, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Quote for mowing services at Oak Lawn Cemetery with Sheppard's Groundskeeping of Gettysburg. Additionally, it is recommended that the Board sign the Terms and Conditions with Sheppard's. The term of the Agreement commences on April 17, 2024 and will continue until the end of the 2024 summer mowing season. Total cost to the County is \$1,300.00 per mow, not to exceed \$23,000.00 for the entirety of the season.

**Commissioners:**

- Recommendation from Solicitor Molly R. Mudd that the Board of Commissioners approve the following:
  - Adopt Resolution No. 8 of 2024 approving the issuance of a Bond by the General Authority of Southcentral Pennsylvania in a principal amount not to exceed \$45,000,000, a portion of which proceeds shall be used to finance a Project for WellSpan Health and its affiliates in Adams County, in accordance with Section 147(f) of the Internal Revenue Code of 1986, as amended. The foregoing approval by this Board does not constitute approval for any permit, license or zoning required for the construction or occupancy of any facilities in Adams County to be financed or refinanced as part of the Project. The credit of the County of Adams is not to be used for the security of the Bonds, and the County will have no liability for any payment of principal, premium or interest on the Bonds.
  - Appoint Chairman Randy L. Phiel to sign on behalf of the Board the Real Property Agreement Estoppel Certificate, Consent and Agreement in favor of Energix LLC, reflecting a certain Transmission and Access Easement in Straban Township by and between the County of Adams and Adams Solar LLC dated October 1, 2019, as Amended and Restated, for access to and occupancy of a solar photovoltaic generating facility and associated infrastructure.
  - Amendment #1 to the Subrecipient Agreement for Adams Response and Recovery Funds (ARRF) with Anthony's Way Foundation. This Agreement amends the August 10, 2023, Subrecipient Agreement for the purpose of clarifying the scope of the proposed recovery house project by Anthony's Way in McSherrystown and incorporating a zoning determination by the PA Municipal

## **AGENDA, WEDNESDAY, APRIL 17, 2024**

**Page 3 of 4**

### Commissioners cont'd:

Code Alliance, McSherrystown's zoning enforcement agency. The Amendment is effective April 17, 2024.

- Recommendation by County Administrator Steve Nevada, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve and ratify the Department of Human Services (DHS) Emergency Rental Assistance Program (ERAP2) Reallocation Funds Certification effective April 4, 2024.

### **Personnel Report:**

#### Court:

- MDJ Snyder – Employment of Lynsay Danley, General Clerk, effective April 1, 2024
- Domestic Relations – Separation of employment for Chelsea Abreu Carbajal, Paid Intern, effective May 2, 2024
- Probation – Separation of employment for Olivia Wagner, Probation Officer, effective May 3, 2024; Heath Manalli, Probation Officer, effective April 15, 2024

#### Coroner:

- Employment of Scott Pennewil, Chief Deputy Coroner, effective April 15, 2024.

#### Sheriff:

- Employment of Jeffery Prawdzik, Deputy First Class, effective April 15, 2024.

#### Children & Youth Services:

- Promotion of Kathy Clark from Caseworker 2 to Program Specialist, effective April 22, 2024

#### Public Defender:

- Employment of Joshua Neiderhiser, Assistant Public Defender, effective April 15, 2024.

#### Adams County Conservation District:

- Transfer of Christina Anders from Mosquito Borne Disease Monitor/Conservation Tech to the position of Resource Conservation Technician, effective April 3, 2024.

#### Adams County Adult Correctional Complex:

- Employment of the following Corrections Officers, pending successful completion of background screenings: Keith Fitzgerald, James McKenzie, Luis Ortiz-Alvarez, John Mabry, effective May 6, 2024

#### Separation of Employment with permission to post:

- Retirement of Samuel Shipley, Corporal, Sheriff's Department, effective May 31, 2024

## **AGENDA, WEDNESDAY, APRIL 17, 2024**

**Page 4 of 4**

### Personnel Report cont'd:

- Courtney Stoner, Caseworker 3, Children & Youth Services, effective April 15, 2024
- Trystan Griffith, Caseworker 2/Transition, effective April 26, 2024
- Barry Black, Part Time as Needed Security Officer, effective November 23, 2022
- Cindy Lankford, Corrections Officer, effective April 11, 2024

### **Expenditures:**

Approve the following expenditures for the period April 1, 2024 through April 12, 2024:

General Fund – Operational	\$ 515,906.55
Payroll – Week #15	<u>\$ 1,186,326.08</u>
<b>Total General Fund</b>	<b>\$ 1,702,232.63</b>
Children & Youth Services	\$ 8,802.88
Commissary Fund	\$ 1,080.89
Records Management	\$ 3,404.00
Hotel Tax Fund	\$ 119,520.99
Coroner VISA	\$ 110.00
Human Services	\$ 1,633.00
Capital Projects	\$ 78,004.77
911 Fund	\$ 63,903.92
Internal Service Fund	<u>\$ 508,712.59</u>
<b>Total Special Funds</b>	<b>\$ 785,173.04</b>
<b>Total Expenditures</b>	<b>\$ 2,487,405.67</b>

### **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:**