

AGENDA, WEDNESDAY, DECEMBER 20, 2023:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the December 13, 2023 Commissioners' Meeting as presented.

NOTE: The Wednesday, December 27, 2023 Commissioners Meeting has been cancelled.

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.*

Sheriff:

Recommendation from Sheriff James Muller, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners sign the Renewal Addendum to Master Agreement with Teleosoft, Inc., of York, PA. This Addendum renews the Maintenance Agreement for the CountySuite: SHERIFF Software. It is further recommended that the Commissioners sign the Addendum to Master Agreement, which incorporates the County's standard terms and conditions into the Agreement. The term of the Maintenance Agreement is one (1) year, commencing January 1, 2024 and terminating December 31, 2024. Total cost to the County is \$9,184.00.

Planning & Development:

Recommendation from Director Sherri Clayton-Williams, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve and designate Chairman Randy L. Phiel to sign the Internship Agreement with Commonwealth University of Pennsylvania (Bloomsburg, Lock Haven, and Mansfield). This Agreement establishes a formal affiliation between the University and the County, allowing the County to accept students for credit-bearing internships. It is the intention of the Planning Department to hire an intern for the summer of 2024. The term of the Agreement is five (5) years, commencing on December 20, 2023 and terminating December 19, 2028.

Children & Services:

Recommendation from Sarah Finkey, Administrator, to approve a 2023-2024 Purchase of Service Agreement with Chad Shaeffer, Spirit & Associates Evaluation Services.

Information Technology:

Recommendation from CIO Phil Walter, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board the December 15, 2023 Quote from ePlus Technology Inc. of Herndon, Virginia for Cisco Catalyst 9800-CL wireless controller licenses to run on the county's existing servers to serve as the wireless access point throughout all County buildings. The cost of the licenses and five (5) year support and DNA totals \$23,603.66 per CO-STARS-6 Software Contract #006-E22-218. The purchase is fully budgeted.

Tax Services:

Recommendation from Daryl Crum, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Contract for County/Municipal Billing with Government Software Services, Inc. ("GSS"). This Agreement provides that GSS will prepare and mail annual real estate and per capita tax statements for the County at a rate of \$0.2295 per statement. This Agreement is effective December 27, 2023, for a one-year term.

Department of Emergency Services:

Recommendation from Warren Bladen, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Proposal from Triangle Fire Protection, Inc., a certified fire systems inspector. This Proposal provides for quarterly fire sprinkler inspections and an annual backflow inspection and certification of three (3) devices at the County DES building located at 230 Greenamyre Lane, Straban Township. Total cost of all services is \$1,520.00. This Agreement is effective December 27, 2023, for a term of one (1) year.

Building and Maintenance:

Recommendation from Larry Steinour, Director and after review by Solicitor Molly Mudd, that the Board of Commissioners approve and ratify the signature of Chairman Randy L. Phiel, on behalf of the Board, the December 14, 2023 Proposal by BFPE International of York for the purchase and installation of a Honeywell CLSS Pathway Dual-path Cellular Communicator replacement for the Mercy House fire protection system. The Proposal is effective December 14, 2023 and the total cost to the County is \$875.00.

Security Department:

Recommendation from Mark Masemer, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board, the Commonwealth of Pennsylvania, Department of Environmental Protection, Division of Radiation Control Applications two (2) for Renewal of Certificate of Registration for Radiation-Producing Machines. This renewal is for the Scanners located at the Courthouse and the Human Services Building. Total cost to the County is \$1,040.00.

Adult Correctional Complex:

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Project Modification Request to the Pennsylvania Commission on Crime and Delinquency (PCCD) Transition to Success grant (2019/2021-JG-LS-26749). This modification would permit the use of grant funds for the purpose of hiring a dedicated Treatment Manager for the program and would alter the program scope to accommodate an increasing inmate population. The total amount awarded for this project, \$229,339.00, would remain unchanged. This modification is effective December 20, 2023 for the project period beginning October 1, 2022 and ending September 30, 2024.
- Designate Chairman Randy L. Phiel to sign Amendment #2 to Food Service Agreement with Summit Food Service, LLC, a South Dakota Company. This Amendment, which reflects price increases agreed to by the Parties in the underlying Agreement, increases the price per meal scale by 5.4%, which is equal to the change in the Consumer Price Index – All Urban Consumers (CPI-U), Food Away From Home. The Amendment is effective December 1, 2023.
- Appoint Chairman Randy L. Phiel to sign on behalf of the Board the Commonwealth of Pennsylvania, Department of Environmental Protection, Division of Radiation Control Application for Renewal of Certificate of Registration for Radiation-Producing Machines. This renewal is for the Tek84 Whole Body Scanner at the ACACC. Total cost to the County is \$520.00.

Adoption of the 2024 Adams County Budget:

- Approve and adopt the 2024 Adams County Budget as follows:

	Revenues	Expenditures
General Fund	\$58,825,616	\$70,299,188
Special Funds	\$14,568,508	\$14,568,508
Sub Total	\$73,394,124	\$84,867,696
General Fund Deficit	(\$11,473,572)	
Appropriated Fund Balance	\$ 3,557,916	
Assigned Fund Balance	\$ 7,915,656	
Total General Fund & Special Funds	\$84,867,696	
Hotel Tax Fund	\$ 3,020,000	\$ 2,792,151
Bridge Funds	\$ 507,300	\$ 458,500

- Approve and adopt Resolution No. 14 of 2023 Establishing, Levying and Setting the Taxes and Tax Rates on Real Property and Persons for Fiscal Year 2024

AGENDA, WEDNESDAY, DECEMBER 20, 2023

Page 4 of 4

Personnel Report:

Court:

- Probation Services – Note the promotion from Deputy Chief of Operations to Chief, for Kristi Fields, effective December 18, 2023

IT Department:

Recommendation from Phil Walter, CIO, to approve the promotion for Megan Smith, from Courts Jr. Tech II position to Tech II/Application Specialist, effective December 18, 2023 with permission to post the vacant position.

Building & Maintenance:

Recommendation from Larry Steinour, Director, to approve the status change for Barbara Clements from Part time Regular to fulltime (37.5), effective December 11, 2023. NOTE: Will not be posting the Part time Regular position at this time.

Separation of Employment with permission to post:

- Corporal David Bock, Sheriff's Department, effective December 29, 2023
- Leslie Johnston, Corrections Officer, effective December 14, 2023

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: