

**WEDNESDAY, DECEMBER 11, 2019**

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 Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Molly R. Mudd, Solicitor; Beth Cissel, Deputy Controller; Don Fennimore, Court Administrator; Michele Miller, HR Director; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Josh Eisenhart, Controller’s Office; Amy Marchiano, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

**Pledge of Allegiance**

**Minutes:**

Mr. Martin moved, seconded by Mr. Qually to approve the Minutes of the December 4, 2019 Commissioners’ Meeting as presented.

Motion carried.

**Executive Session:**

Chairman Phiel noted an Executive Session will be called at the discretion of the Board of Commissioners to discuss attorney client/personnel issues and we anticipate no further public business to be conducted.

**Proclamation:**

Mr. Martin moved, seconded by Mr. Qually, to adopt and proclaim December 2019 as **“DRUNK, DRUGGED, AND DISTRACTED DRIVING AWARENESS MONTH”** in Adams County. This proclamation was presented to Eileen Grenell and members of the DUI Drug Task Force.

Motion carried.

**Public Comment:**

There was no Public Comment addressed to the Board at this time.

**Bid Opening:**

This is the place and time publicly advertised to open sealed bids for the construction of renovations to the Mercy House, 45 West High Street, Gettysburg, PA. The following bids were received and read aloud:

- Gettysburg Construction                      \$515,575.00  
828 Biglerville Road                      Bid Bond & Performance Bond Included  
Gettysburg, PA 17325
  
- East Coast Construction                      \$767,700.00  
160 Lamont Street                      Bid Bond Included  
New Cumberland, PA 17070
  
- Eagle Construction Company                      \$789,100.00  
11701 Molly Pitcher HWY 8                      Bid Bond and Surety Included  
Greencastle, PA 17225
  
- Lauer Construction Company                      \$834,700.00  
325 Cottage Hill Road                      Bid Bond & Surety Included  
York, PA 17401
  
- Kinsley                      \$657,798.00  
2700 Water Street                      Bid Bond & Performance Bond Included  
PO Box 2886

York, PA 17405

- Caliber Contracting \$747,400.00  
104 East Swissvale Avenue Bid Bond & Performance Bond Included  
Pittsburgh, PA 15218
- GRC \$667,811.00  
3289 Waynecastle Road Bid Bond Included  
Zullinger, PA 17272
- Cor Construction Services, Inc. \$781,800.00  
5 Brenneman Circle No Bid Bond or Performance Bond  
Mechanicsburg, PA 17050

**Treasurer:**

With recommendation by Treasurer Christine Redding, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners appoint Chairman Randy L. Phiel to execute on behalf of the Board, the Commonwealth of Pennsylvania Fish and Boat Commission Fishing License Issuing Agent Agreement whereby the County as Issuing Agent will make available for sale to the public fishing licenses and permits through the Pennsylvania Automated Licensing Service (PALS) at the Adams County Courthouse, through the Office of the Treasurer. The Agreement is for a term of five (5) years.

Motion carried.

**Building & Maintenance:**

With recommendation from Larry Steinour, Director and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the following:

- Amendment to Agreement with M&A Coatings of Washington, Pennsylvania for the Painting of the Historic Courthouse, to include the Scraping & Painting (2) Coats on (6) downspouts, at a cost of \$1,350.00.
- Proposal #20191785 with McClure Company of Harrisburg and Addendum to McClure Company Terms and Conditions, for HVAC Comprehensive Preventive Maintenance Services including quarterly testing and inspection of the HVAC System Components at the Adams County Adult Correctional Complex, the Adams County Courthouse, the Department of Emergency Services and the Human Services Building, at an annual cost of \$58,226.00 for a term of (1) year.
- Appoint Chairman Randy L. Phiel to sign the Planned Maintenance Agreement (PMA) with Susquehanna Door Service of New Oxford and for the Board to sign the Addendum to Susquehanna Door Service Terms and Conditions, for the maintenance check and cleaning of (2) Horton Single Slider Doors at the Main Entrance to the Adams County Courthouse and for (1) Stanley Single Slider at the entrance to the Human Services Building, at a cost to the County of \$645.00.

Motion carried.

**Adams County Adult Correctional Complex:**

With recommendation by Warden Katy Hileman, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve Amendment #3 to the Inmate Telephone Services Agreement with DSI-ITI, Inc. of Falls Church, Virginia (Vendor), whereby Vendor continues to provide domestic, inter-state and intra-state phone services to the inmate population; for the provision of a Security Scanner including annual maintenance and support, at no cost to the County; for the installation and use by the inmate population of (115) IP Enabled Tablets + (3) Flex Units

with education and/or entertainment content; upgrades to the Lobby Kiosk and installation of a Booking Kiosk to the Intake Department; and the migration of the OMSe Oracle Server to a Microsoft Sequel Server. The term of the Amendment is for four (4) additional years extending from August 19, 2022 through August 19, 2026, and there is no cost to the County, Vendor is paid by commission out of fees charged to the inmate population for services.

Motion carried.

### **Commissioners**

With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the following:

- Authorize Chairman Randy L. Phiel to execute Amendment No. 1 of the Non-Discretionary Consulting Agreement with Cornerstone to include an Annual Billing rate of 50 basis points or 0.50%, and a Periodic Billing Rate of 12.5 basis points or 0.125%. Further recommendation that the Chairman sign the November 12, 2019 Proposal wherein the County's Plan costs for its Financial Representative and for John Hancock Recordkeeping Services have been reduced from 0.12% to 0.00% and from 0.50% to 0.36% respectively, and the contract's Annualized Asset Charge will be reduced to 0.55%.

Motion carried.

### **Personnel Report:**

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

#### Courts:

- Note the re-hire of Kyran Bickhart, Tipstaff and Mary Furlong, Tipstaff, effective December 9, 2019

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

- Nicholas Ketterer, Law Clerk for Judge Wagner, effective December 20, 2019
- Separation of employment from the Probation Department for Barbie Taylor, Probation Officer, effective January 3, 2020. Ms. Taylor transferred to the Adams County Adult Correctional Complex
- Geoffrey Willett, Director Probation Services, effective January 3, 2020

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

- Rescind the employment offer to Joseph Weihbrecht, Corrections Officer, effective December 16, 2019

Motion carried.

### **Other Business:**

No Other Business was brought before the Board at this time.

### **Executive Session:**

Board Chairman Phiel called for an Executive Session at 9:46 a.m. this date to discuss attorney/client and personnel issues and anticipate no further business to be conducted.

**Meeting Reconvened:**

Chairman Phiel reconvened the Commissioner's Meeting at 11:45 p.m. this date with the following in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Solicitor Molly R. Mudd and Chief Clerk Paula V. Neiman.

**Adjournment:**

Mr. Qually moved, seconded by Mr. Phiel, to adjourn the Commissioner's Meeting at 11:48 p.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk