

Proposed AGENDA, WEDNESDAY, MARCH 13, 2019:

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

Pledge of Allegiance

Minutes:

Approval of the Minutes of the March 6, 2019 Commissioners' Meeting as presented.

Proclamation:

Adopt and proclaim the following:

- **“Land Conservancy of Adams County Month”** March 14 – April 28, 2019
- **“Surveyor’s Week in Adams County”** March 17 – March 23, 2019
- **“Pennsylvania 4-H Week”** March 17 – March 23, 2019

Public Comment:

During the 30-minute Public Comment the individual wishing to speak will come forward to the podium to address the Board, state their name and address and will have 5-minutes to give his/her comments related to county business. Any public comment on an agenda item should be addressed at this time.

Controller:

- Recommendation by Controller Steve Renner that the Board of Commissioners review to approve the Letter of Intent to Extend Audit Services with Zelenkofske Axelrod LLC Certified Public Accountants for the years ending December 31, 2019, 2020 and 2021.
- Recommendation from Beth Cissel, Deputy Controller, to approve and sign a Contract Amendment with Zelenkofske Axelrod LLC, 830 Sir Thomas Court, Harrisburg, PA to adjust the scope of services and related fees in the amount of \$4,600 for their services to perform the 2018 audit.

Clerk of Courts

Recommendation by Kelly Lawver, Clerk of Courts, and after review by Solicitor Molly Mudd, to review and authorize Chairman Randy Phiel to sign on behalf of the Board of Commissioners the Pricing Amendment Agreement with Rapid Financial Solutions whereby the County agrees to the \$0.99 per upload charge for the Digital Money Management service option.

AGENDA, WEDNESDAY, MARCH 13, 2019

Page 2

Tax Services:

Recommendation from Daryl Crum, Director to approve and authorize Randy L. Phiel to sign the proposed engagement letter with Richard Cornogg of Cornogg Appraisal Group, 1 Tepee Circle, Conestoga, PA 17516, to perform an appraisal of the property located at 380 Steinwehr Avenue, Gettysburg, PA and owned by PG & JE Corporation, at a cost not to exceed \$4,000.00, to assist the County in a property tax appeal.

Planning:

Recommendation from Sherri Clayton-Williams, Director, to approve for submission a request to the Pennsylvania Department of Community & Economic Development for a 2017 Emergency Solutions Grant (C000067038) budget revision to transfer \$10,400 within the Rapid Rehousing component.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly Mudd, to approve, sign and authorize the submission of a PCCD Grant "Byrne JAG Program (Federal JAG) in the amount of \$9,900 for the purchase of (18) Level IIIA Armor Express FMS soft ballistic vests for Correctional Officers working within the Adams County community corrections environment.

Commissioners:

- Approve and sign the Interim Addendum to the Program Management Agreement with the Pennsylvania Department of Agriculture for The Emergency Food Assistance Program (TEFAP) for the remainder of the contract term through September 30, 2021, to include the federal regulatory provision at 7 CFR 250.4 (c)(2) relating to local requirements for responding to USDA commodity food safety and/or food recall procedures.
- In accordance with the reporting requirements of Act 293 of 1972, approve and authorize Chairman Randy L. Phiel to sign the 2018 Actuarial Valuation Report: Pension Plan with Defined Benefits for submission to the Commonwealth of Pennsylvania Department of the Auditor General.
- Approve and sign a revised Lease Amendment between the County of Adams and Times Square, LLC reducing the parking spaces to one (1) parking space located at the Union Square Parking Lot, effective April 1, 2019.

AGENDA, WEDNESDAY, MARCH 13, 2019

Page 3

Personnel Report:

Separation of Employment with permission to post:

- Andrew Raymond, Corrections Officer, effective March 9, 2019
- Kayla Eaton, Corrections Officer, effective March 11, 2019
- Logan Nelson, Corrections Officer, effective March 22, 2019

Expenditures:

Approve the following expenditures for the period February 25, 2019 through March 8, 2019:

General Fund Total	\$ 1,715,401.79	
General Fund	\$ 535,722.39	
P-Card Payment	\$ 6,432.68	
Debt Service Payments	\$ 228,753.13	
Payroll	\$ 944,493.59	
Children & Youth Services	\$ 216,795.01	
Commissary Fund	\$ 2,831.82	
Act 137 (Affordable Housing)	\$ 400.00	
Coroner Visa	\$ 100.00	
Capital Projects-Reserve	\$ 39,553.84	
Human Services Building	\$ 4,596.33	
Capital Projects – Courthouse Renovation	\$ 15,551.98	
911 Fund	\$ 49,897.74	
Internal Service Fund	\$ 933,082.40	

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: