

WEDNESDAY, JANUARY 6, 2016:

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 L. Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; John Hartzell, Solicitor; Steven Renner, Controller; Albert Penksa, County Manager; Beth Cissel, Deputy Controller; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; County Citizen Bob Jackson; News Reporters: Vanessa Pellechio, *Gettysburg Times*, Chris Capella, *Evening Sun* and Chief Clerk Paula Neiman.

Pledge of Allegiance

Minutes:

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the December 23, 2015 Commissioners' Meeting as presented.

Motion carried.

Public Comment:

There was no Public Comment brought before the Board at this time.

Motion carried.

Commissioners:

- With recommendation from Solicitor Hartzell, Mr. Qually moved, seconded by Mr. Martin, to enter into the following six agreements between the County of Adams and ACNB Bank for various bank services performed for the County, including: (1) an Agreement related to cell phone usage; (2) the Government Addendum to General Provisions of Master Agreement for Treasury Management Services; (3) Appendix I - Business Online Banking Services, Terms and Conditions; (4) Appendix II - Automated Clearing House Origination Service, Terms and Conditions; (5) Appendix III - Wire Transfer Origination Service, Terms and Conditions; and (6) Appendix IV - Positive Pay Services, Terms and Conditions.

Motion carried.

- Architect's professional services contract for design of the renovations for the Human Services Building (HSB) – County Manager Penksa provided an overview of the proposals submitted for the design and program of the HSB. After review of these proposals he recommended to the Board for approval the proposal submitted by Crabtree Rohrbaugh. Solicitor Hartzell noted there were five (5) companies that submitted proposals for our consideration. Chairman Phiel noted there was an interview group, consisting of the three Commissioners, Controller, Court Representative and the County Manager, who interviewed three out of the five companies. They felt that Crabtree Rohrbaugh provided the best proposal for our project and the also came highly recommended. Commissioner Martin noted their proposal was prepared well and with good detail. They understood the steps needed to start and complete the project and will also review the bids received for construction. Commissioner Qually agreed with the comments made by Commissioners Phiel and Martin.

Chairman Phiel noted the proposal price was \$272,500 = \$200,000 Base; \$50,000 or \$65,000 depending on whether or not we can use the mechanics inside the building; and \$7,500 for land use structural consideration. The Timeline for the project = Plans by March; Bid out by April; Open the Bids by May; and Construction to start June, 2016.

With the recommendation from Albert Penksa, County Manager, Mr. Martin moved, seconded by Mr. Qually to approve a tentative approval of the professional services proposal submitted by Crabtree Rohrbaugh with final approval after receipt and review by Solicitor Hartzell of the final contract and proposal.

Motion carried.

- With recommendation from Albert Penksa, County Manager, Mr. Qually moved, seconded by Mr. Martin, to approve to set the mileage rate for county business at \$.54 per mile effective January 4, 2015. This is based on the IRS rate.

Motion carried.

HazMat:

With recommendation from Kimberly S. Frank, HazMat Coordinator, Mr. Martin moved, seconded by Mr. Qually, to approve and sign the PEMA 2015-2016 Hazardous Materials Response Fund Grant Agreement in the amount of \$14,921.00.

Motion carried.

Finance/Purchasing:

Maintenance Proposals:

Mr. Qually moved, seconded by Mr. Martin, to approve the following:

- Utility Service Company Inc. – Adams County Adult Correctional Complex for a Remote Operated Vehicle (ROV) Inspection on the Water Tower (\$3,450.00).
- Tyco SimplexGrinnell Service Solution Maintenance on Fire Alarm and Sprinkler System – Adams County Courthouse - \$3,916.00 annually
- McClure Company HVACPlus Comprehensive Maintenance – Adams County Courthouse - \$7,516.00 annually

Motion carried.

Personnel Report:

Mr. Martin moved, seconded by Mr. Qually, to approve the following personnel actions:

Court Administration - Note for Matter of Record:

Pamela Rockwell, Executive Assistant for Judge Simpson, effective January 4, 2016

Register & Recorder:

Note the employment of Thomas D. Ford, Deputy Clerk, effective January 4, 2016

Victim Witness:

Rescind the offer of an Unpaid Internship for Cory Wargo, effective January 6, 2016.

Building & Maintenance:

Recommendation from Larry Steinour, Director, to approve the employment of Dennis Harner, Maintenance Tech 3/HVAC, effective January 4, 2016.

Separation of Employment:

- Jonathan Beck, FT Deputy Sheriff, effective December 28, 2015
- Leroy Green, Maintenance Helper, effective December 29, 2015

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period December 21, 2015 through December 31, 2015:

General Fund	\$ 1,697,761.80
911 Fund	\$ 89,681.77
Domestic Relations	\$ 39,351.62
Children & Youth Services	\$ 223,836.09
HazMat Fund	\$ 79.98
Law Enforcement	\$ 34.82
Act 137 (Affordable Housing)	\$ 16,500.00
Unclaimed Monies	\$ 2,946.91
Human Services Building	\$ 52,731.18
Capital Project	\$ 6,111.53
Commissary Fund	\$ 3,247.18
Radio Project	\$ 40.24

Motion carried.

Other Business:

There was no Other Business brought before the Board at this time.

Salary Board Meeting:

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

Adjournment:

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioners Meeting at 9:26 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk