

**WEDNESDAY, OCTOBER 3, 2018:**

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; Albert Penksa, County Manager; Molly Mudd, Solicitor; Steve Renner, Controller; Beth Cissel, Deputy Controller; Kelly Lawver, Clerk of Courts; Michele Miller, HR Director; Don Fennimore, Court Administrator; Neil Burkholder, Operational Services; Sherri Clayton Williams, Planning Director; Daryl Crum, Tax Services Director; Phil Walter, IT Director; Todd Garrett, Staff Accountant; Rebecca Moreland, Grants Coordinator; Megan Shreve, SCCAP, David Bolton; News Reporter Vanessa Pellechio, *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 September 26, 2018 Commissioners' Meeting as presented.

Motion carried.

**Proclamations:**

- Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim October 2018 as **"DOMESTIC VIOLENCE AWARENESS MONTH"** in Adams County. The proclamation was presented to Nicole Mehring of Survivors.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to adopt and proclaim the week of October 7-13, 2018 as **"FIRE PREVENTION WEEK"** in Adams County. This proclamation was presented to Hurshel Shank, Fire Chief, Gettysburg Fire Department.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to adopt and proclaim the week of October 7-13, 2018 as **"NATIONAL 4-H WEEK"** in Adams County. This proclamation was presented to Carolyn McGraw, 4-H Youth/Adult Livestock Extension Educator.

Motion carried.

**Public Comment:**

No Public Comment was brought before the Board at this time.

**Clerk of Courts:**

- With recommendation from Kelly Lawver, Clerk of Courts, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, the Board of Commissioners review and approve the eCheck Services Rider to the Government Payment Services, Inc. Participation Agreement. The eCheck Rider allows the Clerk of Courts to accept eCheck payments from Payors, in addition to the debit and credit card payments established under the terms of the Participation Agreement. There is a \$1.00 per item Transaction Service Fee to the Payor for eCheck transactions, and no cost to the County.

Motion carried.

- With recommendation from Kelly Lawver, Clerk of Courts, and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, to approve the Software Services Agreement with COTT Systems, Inc. of Columbus, Ohio for eCommerce Software and Verdict Software for the term of one (1) year, January 1, 2019 through December 31, 2019, at a cost of \$9,900.00.

Motion carried.

**Department of Tax Services:**

With recommendation from Daryl Crum, Director of Tax Services, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, the Board of Commissioners review and approve the eCheck Services Rider to the Government Payment Services, Inc. Merchant Agreement. The eCheck Rider allows Tax Services to accept eCheck payments from Payors, in addition to the debit and credit card payments established under the terms of the Merchant Agreement. There is a \$1.00 per item Transaction Service Fee to the Payor for eCheck transactions, at no cost to the County.

Motion carried.

**Children & Youth Services:**

- With recommendation from Sarah Finkey, Administrator, after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners review to approve Chairman Randy Phiel to execute on behalf of the Board of Commissioners the American Sign Language (ASL) Interpreting Services Memorandum of Understanding with SpiriTrust Lutheran Deaf Connections to provide ASL Interpreting Services for the deaf and hard of hearing. Said ASL Interpreting Services are to be provided according to an hourly fee schedule.

Motion carried.

- With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by Mr. Martin, to approve the 2018-2019 Purchase of Services Contracts with the following: Nicole Litzinger, MA, LPC – Therapeutic Treatment Services; Nicole Litzinger, MA, LPC – Small Purchase of Service Agreement.

Motion carried.

- With recommendation from Sarah Finkey, Administrator, Mr. Martin moved, seconded by Mr. Qually, to approve the After review by Solicitor Molly Mudd, that the Board of Commissioners execute the Memorandum of Understanding between the Administrative Office of Pennsylvania Courts and Adams County for a \$5,000 grant to be used for a Family Engagement Initiative Educational Workshop, which will include Adverse Childhood Experiences Training.

Motion carried.

**Planning:**

With recommendation from Rebecca Moreland, Grants Coordinator, Mr. Qually moved, seconded by Mr. Martin, to approve the request from South Central Community Action Programs, Inc. to modify the budget of the Adams County's 2017 Emergency Solutions Grant (Contract No. C00067038) transferring funds from Homelessness Prevention to Rapid Rehousing in the amount of \$30,354.00 and to adopt Resolution No. 5 of 2018 authorizing the submission of this budget modification to the Department of Community and Economic Development as follows:



**RESOLUTION NO. 5 OF 2018**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS, COUNTY OF ADAMS, COMMONWEALTH OF PENNSYLVANIA, AUTHORIZING THE SUBMISSION OF A BUDGET MODIFICATION REQUEST FOR 2017 EMERGENCY SOLUTIONS GRANT FUNDS TO THE COMMONWEALTH OF PENNSYLVANIA, DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT**

**WHEREAS**, the County of Adams (“County”), has received Emergency Solutions Grant (ESG) funds in the amount of \$239,891.00 for Program Year 2017 from the Pennsylvania Department of Community and Economic Development (DCED) for support of homeless shelters, emergency housing, and service providers; and

**WHEREAS**, the County has executed a subrecipient agreement with South Central Community Action Programs, Inc. to provide said services under this award; and

**WHEREAS**, South Central Community Action Programs, Inc. has requested a budget revision to reduce the amount allocated to Homelessness Prevention assistance by \$30,354.00 and transfer this funding to Rapid Rehousing assistance, because income requirements for Homelessness Prevention services have reduced the number of eligible families while the number of families in need of Rapid Rehousing services has increased; and

**WHEREAS**, the County, via the Adams County Board of Commissioners, may submit a budget modification request for the 2017 ESG contract No. C000067038, originally approved by Resolution No. 12 of 2017, for those same funds, to the Pennsylvania DCED.

**NOW, THEREFORE BE IT RESOLVED AND IT IS HEREBY RESOLVED**, by the County of Adams, Pennsylvania, by its governing body, the duly elected and incumbent Board of County Commissioners, as follows:

1. The above recitals are incorporated herein and made an essential part hereof.
2. The submission of a budget modification request for the 2017 Emergency Solutions Grant is approved so that \$30,354.00 may be transferred from Homelessness Prevention assistance to Rapid Rehousing assistance.
3. The budget for all other 2017 Emergency Solutions Grant line items remain as previously approved.

**IN WITNESS WHEREOF**, the present Resolution has been duly adopted this 3<sup>rd</sup> day of October, 2018 in a duly advertised and convened public session.

**ATTEST:**

**ADAMS COUNTY COMMISSIONERS**

\_\_\_\_\_/s/  
Paula V. Neiman  
Chief Clerk

\_\_\_\_\_/s/  
Randy L. Phiel  
Chairman

\_\_\_\_\_/s/  
James E. Martin  
Vice-Chairman

\_\_\_\_\_/s/  
Marty Karsteter Qually  
Commissioner

Motion carried.

**Human Services Building:**

Mr. Martin moved, seconded by Mr. Qually, to approve Change Order #1 with Sage Technology (Quotation No. J17029-C1) dated September 26, 2018 to provide equipment and labor to connect the previously purchased Video Conference Units in the Courtroom to the installed sound system in the amount of \$3,434.00.

Motion carried.

**Commissioners:**

- With recommendation from Molly R. Mudd, Solicitor, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners sign a one-year Lease between the County of Adams and Donald P. Miller to rent approximately six (6) acres of farm land in Cumberland Township surrounding the Human Services Building, 525 Boyds School Road, Gettysburg, effective May 1, 2018, for one year at the cost of \$240 (\$40 per acre).

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to remove from the Table the authorization to advertise proposed Ordinance #4 of 2018 relative to the adoption of a LERTA.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to authorize the advertisement of Ordinance #4 of 2018 authorizing the granting of tax exemption relief for certain new construction and improvements for designated deteriorated properties within the Borough Of Gettysburg, pursuant to the Local Economic Revitalization Tax Assistance Act, establishing a maximum exemption amount and exemption schedules, and providing a procedure for securing an exemption.

Motion carried.

- With recommendation from Albert Penksa, County Manager, Mr. Martin moved, seconded by Mr. Qually, to approve and sign an Engagement Letter with Zelenkofske Axelrod LLC (ZA) to provide assistance to the County in obtaining the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award, in the amount not to exceed \$23,125.

Motion carried.

**Personnel Report:**

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

Separation of Employment with permission to post:

- Austin Little, Telecommunicator, effective October 14, 2018

Motion carried.

**Other Business:**

Commissioner Martin:

The Apple Harvest Festival starts this weekend and will continue the following weekend, October 13<sup>th</sup> and 14<sup>th</sup>.

Commissioner Phiel:

Announced the dedication of the Adams County Human Services Building on Wednesday, November 14<sup>th</sup> at 11:00 a.m. Tours will be offered. Court will begin on November 15<sup>th</sup>.

**Salary Board Meeting:**

The Salary Board Meeting will be held following the Commissioner's Meeting.

**Adjournment:**

Mr. Qually moved, seconded by Mr. Martin, to adjourn the Commissioner's Meeting at 10:18 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk