

## **Proposed**

## **AGENDA, WEDNESDAY, DECEMBER 11, 2019**

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

### **Pledge of Allegiance**

### **Minutes:**

Approval of the Minutes of the December 4, 2019 Commissioners' Meeting as presented.

### **Executive Session:**

Executive Session will be called at the discretion of the Board of Commissioners to discuss attorney client/personnel issues.

### **Proclamation:**

- **Drunk, Drugged, and Distracted Driving Awareness Month** – December 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.*

### **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.

### **Treasurer:**

Recommendation by Treasurer Christine Redding, and after review by Solicitor Molly Mudd, 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.

### **Building & Maintenance:**

Recommendation from Larry Steinour, Director and after review by Solicitor Molly Mudd, 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.

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### **Building & Maintenance cont'd:**

- 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.

### **Adams County Adult Correctional Complex:**

Recommendation by Warden Katy Hileman, and after review by Solicitor Molly Mudd 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.

### **Commissioners**

Recommendation from Solicitor Molly R. Mudd 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%.

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### **Personnel Report:**

#### 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

**Other Business:**

Solicitor Mudd  
Commissioner Qually  
Commissioner Martin  
Commissioner Phiel

**Adjournment:**