

WEDNESDAY, JUNE 5, 2019

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. in the Ceremonial Courtroom with Vice Chairman James E. Martin presiding. Others in attendance: Commissioner Marty Karsteter Qually; Molly R. Mudd, Solicitor; Ryan Holt, 2nd Deputy Controller; Crissy Redding, Treasurer; Don Fennimore, Court Administrator; Sarah Finkey, Children & Youth Administrator; Warden Katy Hileman; Sherri Clayton Williams, Planning Director; Ellen Dayhoff, Rural Resource Manager; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Todd Garrett, Budget Analyst; John Phillips; News Reporter Beth Kanagy, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

Pledge of Allegiance

Minutes:

Mr. Qually moved, seconded by Mr. Martin to approve the Minutes of the May 29, 2019 Commissioners' Meeting as presented.

Motion carried.

Proclamation:

Mr. Martin moved, seconded by Mr. Qually, to adopt and proclaim June through August 2019 as "**Adams County Library System 2019 Funfest and Summer Quest**" months in Adams County.

Motion carried.

Public Comment:

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

Children & Youth Services:

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

- Child Accounting and Profile System Application Service Provider Agreement with AVANCO International, Inc. of Clifton, Virginia. The Agreement encompasses a one (1) year term. The fixed cost to the County is \$30,984.00 annually. The services provided to the County pursuant to the terms of the Agreement include the development of, access to, and use of the state-wide data base in the day-to-day operations of the Agency.
- Consulting Services Addendum to the Child Accounting and Profile System (CAPS) Application Service Provider Agreement with vendor AVANCO International of Clifton, Virginia. Pursuant to the terms of the Addendum, AVANCO will provide consulting services to the County including but not limited to county strategic plan support, system research and design, project assessment and management, systems analysis, data conversion and integration, systems administration and training or technical knowledge transfer, at an hourly consulting rate, not to exceed \$30,000 for all consulting services during the 12-month term.
- And further to approve HIPAA Business Associate Agreement (BAA) Addendum with vendor AVANCO International of Clifton, Virginia. As a Business Associate (BA) of the County ("CE or Covered Entity"), AVANCO agrees to heightened breach of security, intrusion, or security incident notification of unauthorized use or disclosure of PHI to affected parties, as required by applicable state and federal law.

- Child Accounting and Profile System CAPS Version 15 Upgrade Agreement with AVANCO International, Inc. of Clifton, Virginia for mandatory software upgrades mandated by the CAPS Governance Board in conjunction with the Pennsylvania Office of Children, Youth and Families at a cost to the County of \$5,636.27.

Motion carried.

- With recommendation from Sarah Finkey, Administrator, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the 2019-2020 Purchase of Service Agreements: Alternative Living Solutions; Catholic Charities Diocese of Harrisburg, PA; COPYS Family Services; Drug & Alcohol Rehabilitation Services; George Junior Republic; Pathways Adolescent Center; Pressley Ridge; River Rock Day Treatment; Torrance Cove Prep; The Village Services and YWCA Gettysburg Day Care

Motion carried.

Clerk of Courts:

With recommendation from Clerk of Courts Kelly Lawver, and after review by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve and sign the Document Services Agreement with IMR Digital of Hazleton, PA, COSTARS Contract #009-057 for the conversion of 16mm and 35mm microfilm to be scanned and digitized into PDF/A files for permanent retention and retrieval from the DocStar system. Phase I of the project (shall not exceed \$10,000.00) includes the conversion of Orphans' Court Marriage License Returns, Consents and Applications into PDF/A files. The estimated project total for the complete project is \$23,250.00 to be funded through both Orphans and Criminal Automation Funds with \$2,000.00 to be funded from the County General Fund.

Motion carried.

Ag Land Preservation:

With recommendation from Ellen Dayhoff, Rural Resource Manager, Mr. Qually moved, seconded by Mr. Martin, to approve the offer letters to purchase agricultural conservation easements in perpetuity and to authorize Chairman Randy Phiel to sign the Agreement of Sale, all relative to the Diane and Ron Resh Farms as follows:

- Resh Farm XIII-34 – 320.21 deeded acres with approximately 295 acres to be preserved, with the exclusion around the new home, located in Huntington Township, \$1,921.50/acre
- Resh Farm XIII-32 – 201.91 deeded acres with no exclusions, located in Huntington Township, \$2,106.00/acre

Motion carried.

Adams County Adult Correctional Complex:

With recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the Intergovernmental Agreement with the Commonwealth of Pennsylvania, Department of Corrections for observation and recommendations based thereon for technical assistance related to the review of the physical construction of the facility and operational, safety and security practices related to the facility, to be provided to the County at no cost.

Motion carried.

Commissioners:

Board Chairman Phiel noted the cancellation of the Adams County Prison Board meeting scheduled for Tuesday, June 11, 2019, at the Adams County Adult Correctional Complex.

Personnel Report:

There is no action to be taken on personnel.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period May 20, 2019 through May 31, 2019:

General Fund Total	\$ 1,975,559.68
General Fund	\$ 1,040,708.97
Pcard Payment	\$ 14,596.98
Payroll Week #22	\$ 920,253.73
Children & Youth Services	\$ 19,002.66
Liquid Fuels	\$ 3,471.49
HazMat Fund	\$ 393.59
Commissary Fund	\$ 10,174.25
Records Management	\$ 3,155.00
Act 13 Bridge Improvements	\$ 16,470.83
Capital Projects - Reserve	\$ 119,860.00
Human Services Building	\$ 214.20
Capital Projects – Courthouse	
Renovation Project-099	\$ 7,772.57
911 Fund	\$ 47,779.23
Internal Service Fund	\$ 308,343.60

Motion carried.

Other Business:

Construction of a Rear Entry Vestibule:

At this time Security Director Mike Baltzley gave an overview of the Rear Entry Vestibule project. With recommendation from Solicitor Molly Mudd, Commissioner Qually moved, seconded by Mr. Martin, to award the Rear Entry Vestibule bid to L.R.P.M., Inc. d/b/a Lauer Construction Services, 325 Cottage Hill Road, York, PA in the bid amount of \$52,900. Solicitor Mudd reviewed the surety and is ok to accept 5%.

Motion carried.

Adjournment:

Mr. Qually moved, seconded by Mr. Martin, to adjourn the Commissioner’s Meeting at 9:35 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk