

## **AGENDA, WEDNESDAY, NOVEMBER 1, 2023:**

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

### **Pledge of Allegiance**

### **Minutes:**

Approve the Minutes of the October 18, 2023 Commissioners' Meeting as presented.

### **Proclamation:**

- **“Kindness Week in Adams County, PA”** – November 11 – 18, 2023

### **Public Comment:**

*Individuals may listen to the meeting or comment during the public comment portion of the agenda by calling **1-415-655-0001, 132-798-3497#**. Any comments related to the agenda or county business are limited to 5 minutes and the individual is to state their name and address prior to commenting.*

### **Court Administration:**

Recommendation from District Court Administrator Don Fennimore, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the contract with West Publishing Corporation, a Minnesota company, for renewal of the Law Library's Print Library Maintenance Agreement. The term of the Agreement is five (5) years, commencing on December 1, 2023 and terminating on November 30, 2028. Total cost to the County for the five-year Agreement is \$30,999.00.

### **Children & Youth Services:**

Recommendation from Sarah Finkey, Administrator, to approve an Amendment to Adoption Assistance Agreement between the County of Adams and C. & K.M. on behalf of A.M. to increase the monthly subsidy amount to \$1,125.42/month with all other terms and conditions of the Agreement shall remain in full force and effect.

### **Information Technology (IT):**

Recommendation from Phil Walter, CIO and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve to designate Chairman Randy L. Phiel to sign the following:

- Quote from Dell Technologies for renewal of the license for Quest InTrust Software. The InTrust software provides the County IT Department with the ability to monitor employee and administrator activity on workstations, servers, databases, applications, and all other network devices. The product displays all the event logs into one simple software while providing real-time logs and alerts. This Quote is made pursuant to OMNIA - National Cooperative Purchasing Alliance (NCPA)

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#### Information Technology cont'd:

contract #01-143. The term is one (1) year, commencing on December 14, 2023 and expiring on December 13, 2024. Total cost to the County is \$6,027.00.

- Web Enrollment Agreement with the County Commissioners Association of Pennsylvania (CCAP), which allows the County to leverage CCAP IT resources including website framework and training resources. The term of the Agreement commences May 5, 2023 and terminates May 4, 2024. Total cost to the County is \$8,900.00.
- Quote from CDW-G, LLC, an Illinois company, for renewal of the County's Splunk Enterprise License. The Splunk Enterprise product facilitates the logging, searching, and reporting of data from various parts of the County network into a central software package for analysis. This Quote is made pursuant to Costars Contract #006-E22-246. The term of the license is one (1) year, commencing on December 12, 2023 and terminating on December 11, 2024. Total cost to the County is \$8,900.00.
- Documents from ePlus Technology, Inc., a Virginia Company:
  - Quote #23022561 for the County's 2024 renewals with Cisco covering mission critical network hardware and ePlus network/systems support of said equipment; and
  - Statement of Work for a prepaid block of hours of Professional Services for general network/systems support to be billed on a time and material basis from 11-1-23 to 11-1-24; and
  - Master Subscription Services Agreement; and
  - The Cisco Letter of Customer Consent allowing ePlus to have access to the County's Cisco licensing information in order to assist with management of the County's large Cisco footprint.

This Quote is made pursuant to Costars Contract #003-E22-579. The terms of the licenses are one (1) year, commencing on various dates in early 2024. Total cost to the County is \$53,254.00.

#### **Tax Services Department:**

Recommendation from Susan Miller, Chief Assessor, that the Board of Commissioners approve the following:

- Personal Tax Exemption – The following have met the guidelines of County policy for personal tax exemption: Marian E. Fuhrman, Penelope W. Kessler, Susan J. Frock, Cumberland Township and Barbara L. Troxell, Oxford Township
- Disabled Veterans Real Property Tax Exemption Certification, beginning with the 2024 County/Municipal Taxes:
  - Parcel #09G15-0003D for a home on 5.26 acres located in Cumberland Township

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### Tax Services Department cont'd:

- Parcel #08009-0132 for a home on .19 acres located in Conewago Township
- Parcel #12B09-0117 for a home on 3.54 acres located in Franklin Township

### **Department of Emergency Services:**

Recommendation from Warren Bladen, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Contract Package from Carbyne, a New York Company, for provision and implementation of a fully redundant 911 Call Handling System. This System will serve Adams, Cumberland, Dauphin, and Franklin Counties, who have entered into an Intergovernmental Agreement to form the SouthCentral Inter-County Phone Network (“SCIPNet”). Carbyne was chosen to provide the new system following a best value procurement process. This Contract is effective October 18, 2023. The term of the Agreement is five (5) years. The total cost to the Counties is \$3,575,759.37. Of that total cost, \$2,672,633.29 will be paid for with State Interoperability Grant Funds. The cost to Adams County is \$225,781.52, which will be due in Years 4 and 5 of the Contract Term.
- Change Order #1 of 2023 with Motorola Solutions, Inc. to remove all NICE maintenance and SUAII services from contract #USC000007025 executed on or about October 20, 2016, in favor of the county \$341,280.67 resulting in a reduction in contract value to \$8,950,918.57.
- U.S. Department of Homeland Security Federal Fiscal Year 2023 State Homeland Security Grant Program Agreement (No. C950004186) with the Commonwealth of Pennsylvania, acting through the Pennsylvania Emergency Management Agency (PEMA). This Agreement awards \$1,207,202 of federal grant monies to the South Central Counter Terrorism Task Force, of which the Counties of Adams, Cumberland, Dauphin, Franklin, Lancaster, Lebanon, Perry, Schuylkill, and York are members. The money will be spent on personnel, equipment, planning, and training to support eligible emergency preparedness projects related to terrorism and other catastrophic events. This Agreement is effective September 1, 2023 and expires December 29, 2026.

### **Victim Witness:**

Recommendation from Samantha Hoffman, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Project Modification Request for grant funds previously awarded by the Pennsylvania Commission on Crime and Delinquency (“PCCD”) on September 20, 2023, totaling \$107,503.00 to support victim advocacy and personnel. At the time the original application was approved and submitted to PCCD on February 22, 2023, no person had been hired to fill the vacant Direct Service Advocate position, a position funded by the grant. As of July 31, 2023, Skylar Wheeler has been employed to fill that role. The Project Modification Request

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### Victim Witness cont'd:

reflects that personnel change. No other change is requested. The Project Modification Request is effective November 1, 2023.

### **Adult Correctional Complex:**

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board the Inmate Commissary Agreement with Oasis Management Systems, Inc. This Agreement provides that Oasis will operate commissary services at the Adult Correctional Complex until March 1, 2029, and will begin operating commissary services upon expiration of the County's current contract with Keefe Commissary Network. As compared with the current vendor, it is believed that Oasis will provide better service, better menu options, lower fees/prices for inmates and family, and a higher commission rate for the County. This Agreement is effective January 1, 2024, or on the first day that Oasis begins commissary services at the jail, whichever is later. This Agreement is made pursuant to COSTARS contracts # 007-E23-037 and 077-E23-067.

### **Commissioners:**

Recommendation from Solicitor Molly R. Mudd that the Board of Commissioners approve the following:

- Subrecipient Agreements for the Adams Response & Recovery Fund ("ARRF"), which was established by the Board to allocate grant funds provided by the US Department of Treasury for eligible activities pursuant to the American Rescue Plan Act of 2021 ("ARPA") and as authorized by the Coronavirus State and Local Fiscal Recovery Funds program ("SLFRF"). The awarded amounts were previously approved by the Board at the March 22, 2023 public meeting following a public application process:
  - \$250,000.00 in grant funding to the Buchanan Valley Fire Department ("BVFD") for the purpose of renovating and upgrading their fire station, originally built in 1985, which serves approximately 45,000 County residents. BVFD anticipates that the remainder of the renovation project will be paid for through fundraising efforts.

### **Personnel Report:**

#### Court:

- Probation Department – Promotion from Probation Officer to Director for Eric Lenhart, effective October 23, 2023
- Domestic Relation – Separation of employment for Airica Evangelista-Simmers, Conference Officer, effective November 9, 2023

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Personnel Report cont'd:

District Attorney:

- Employment of Alyson Mallette, Legal Assistant, effective October 23, 2023

Department of Emergency Services:

- Employment of Caley Plank, Telecommunicator, effective October 23, 2023

Security:

- Promotion of Benjamin Jones from Security Officer to Lead Security Officer, effective November 6, 2023

Children & Youth Services:

- Promotion of Catilina Wilson, from Caseworker 1 to Caseworker 2, effective November 20, 2023
- Promotion of Courtney Stoner from Caseworker 2 to Caseworker 3, effective November 20, 2023

Adams County Adult Correctional Complex:

- Per AFSCME CBA, employment of the following Corrections Officers: Matthew Alexander; Christian Bakner; Ayla Wolfe
- Promotion of Devin Herring from Corrections Officer to Lieutenant, effective October 23, 2023
- Employment of Frederick Satterfield, Lieutenant, effective November 6, 2023

Separation of Employment:

- Thomas VonHagn, Ag Conservation Tech, effective October 20, 2023
- Summer Showers, Children & Youth Caseworker 1, effective November 3, 2023
- Corrections Officers – Emily Kurtz, effective October 23, 2023; Ernesto Perez, effective October 26, 2023; Casey Murray, effective October 27, 2023; Keith Rider and Marsheera Love, effective October 28, 2023; Tyler Gallagher, effective October 30, 2023; Alan Wolford, effective November 6, 2023
- Rescind offer of employment for Ayla Wolfe, Corrections Officer, effective October 25, 2023

**Expenditures:**

Approve the following expenditures for the period October 16, 2023 through October 27, 2023:

General Fund Total	\$ 1,800,225.86	
General Fund	\$ 717,410.95	
Payroll – Week #43	\$ 1,082,814.91	
Children & Youth Services	\$ 319,131.19	
Liquid Fuels	\$ 159,529.81	

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Expenditures cont'd:

HazMat Fund	\$	1,973.41
CDBG	\$	37,711.00
Commissary Fund	\$	5,691.62
Hotel Tax Fund	\$	72,329.75
American Rescue Plan Act 2021	\$	35,957.00
Capital Projects	\$	91,759.27
911 Fund	\$	48,296.08
Internal Service Fund	\$	299,979.86

**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:**