

**WEDNESDAY, AUGUST 23, 2023:**

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. at the Adams County Courthouse, Historic Courtroom and via conference call with Chairman Randy L. Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Steve Nevada, County Administrator; Molly Mudd, Solicitor; John Phillips, Controller; Beth Cissel, Deputy Controller; Crissy Redding, Treasurer; Danette Laughman, HR Assistant Director; Candi Clark, Court HR Generalist; Todd Garrett, Budget Analyst II; Sherri Clayton-Williams, Planning Director; Deana Duvall, Grants Coordinator; Sarah Finkey, CYS Administrator (phone); Casey Darling-Horan, York/Adams MH-IDD Administrator; Tammy Myers (phone); CBS 21 News; News Reporter Vanessa Pellechio Sanders, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

**Minutes:**

Mr. Martin moved, seconded by Mr. Phiel, to approve the Minutes of the August 10, 2023 Commissioner's Meeting as presented.

Motion carried.

**Proclamations:**

Mr. Martin moved, seconded by Mr. Qually, to adopt and proclaim August 31, 2023 as "International Overdose Awareness Day" in Adams County. This proclamation was presented to Lisa Lindsey, Center for Youth and Community Development, who announced and invited the community to join on Thursday, August 31, 2023 at 5:45 p.m. at the Adams County Courthouse, with step-off at 6:00 p.m., for a walk to the Gettysburg Recreation Park to honor those we lost from an overdose.

Motion carried.

**Public Comment:**

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

**Human Services Development Fund Public Hearing:**

Chairman Phiel announced this is the date and time publicly advertised to hold a public hearing to accept public comment on the 2023-2024 Human Services Block Grant Plan. At this time Chairman Phiel introduced Ms. Casey Darling-Horan, County Administrator, York/Adams Mental Health, Intellectual, and Development Disabilities.

Ms. Darling-Horan provided an overview of the plan to attendees highlighting the following:

- Services provided through the Plan includes Mental Health; Intellectual Disabilities/Autism; Drug & Alcohol; Homelessness. Example of these services include outpatient therapy; crisis services; case management, residential services, which is 45-50% of the Block Grant Funds and in-home support for individuals with intellectual disabilities/autism.
- For services that are not covered we look toward commercial/private insurance and private pay.
- Collaboration and integrated care is the key in working with the justice system and child welfare agencies. There are regular/standing meetings and special case consultations.
- Priorities for FY 2023-2024:
  - Moving forward and continue to promote the Co-Responder Program
  - Continue to stabilize mental health residential programming
  - Dual Diagnostic Treatment Teams for re-occurring mental/health and intellectual disabilities/autism
  - Life course implementation for intellectual disabilities/autism

Chairman Phiel thanked Ms. Darling-Horan for her presentation and asked the Board members if they had any comments. Commissioner Martin thanked the York/Adams MH/IDD agency for their support in the programs that they provide. Commissioner Qually noted mental health is a serious problem and it continues to grow within our communities. He is glad to hear the Co-Responder program is working and moving forward. Commissioner Phiel asked the question comparing this year's level of funding to last year. Ms. Darling-Horan noted an increase of .3% has been given, however, health care costs have risen. Legislators are hoping to increase this funding in future years.

At this time Chairman Phiel asked if there was any public comment to be received. The record shall show there was no public comment received. Chairman Phiel adjourned the public hearing at 9:18 a.m. this date.

**2023-2024 Human Services Development:**

With recommendation from Paula Neiman, Chief Clerk, Mr. Qually moved, seconded by Mr. Martin, to approve and sign the Assurance of Compliance for submission of the 2023-2024 Human Services Block Grant to the Pennsylvania Department of Human Services for the Homeless Assistance Funds in the amount of \$93,894.00 and Human Services Development Funds in the amount of \$57,826.00.

Motion carried.

**2023 Community Development Block Grant (CDBG) Program:**

Chairman Phiel recognized Deana Duvall, Grants Coordinator, who announced this is the time to allow applicants for the 2023 CDBG Program to present their projects for this Program. She noted a final public hearing will be held on October 4, 2023 to take public comment on the 2023 CDBG budget before submission to the Department of Community & Economic Development. At this time Ms. Duvall acknowledged Neal Ecker, Biglerville Borough President and Timothy Knoebel, P.E., KPI Technologies.

Mr. Knoebel noted they are applying for \$321,313.00 in CDBG funds for their East York Street Project. The project consists of replacing old water main lines. The estimated cost is \$2M and we are in the third year of the project. This project was pushed ahead due to PennDOT repaving PA Route 234. We want to get the new lines in place before this takes place. PennDOT is working with on the delay. We are hopeful to be out for bids sometime in 2025. We are applying to PennVEST for a low interest loan with a 20-year payback for the remaining of the funds. Biglerville Borough will be using general fund monies to purchase the pipe in advance, due to supply shortage. They ask for the Commissioner's consideration of their request.

At this time Ms. Duvall noted there was only one (1) application received and a meeting with herself, Sherri Clayton-Williams, Director and the Commissioners will be scheduled to review this application.

**Controller:**

Board Chairman Phiel noted for matter of record only: Controller John Phillips noted the County's Annual Comprehensive Financial Report (ACFR) for Fiscal Year 2022 was released August 15<sup>th</sup> and posted on the County website for the public. The ACFR includes audited financial statements, notes, and supplemental materials that fully present the County's financial position. Also posted was the 2022 Single Audit Report, which covers Pennsylvania Department of Human Services and Federal grant programs in additional detail. The County received unmodified audit opinions with no findings, significant deficiencies, or material weaknesses, i.e., a "clean" audit.

In addition, on June 14, 2023, the Government Finance Officers Association awarded its Certificate of Achievement for Excellence in Financial Reporting to Adams County for our 2021 ACFR. This is the highest recognition in the United States for governmental financial reporting and is the County's fifth consecutive award.

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

With recommendation from Sarah Finkey, Administrator and after review by Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the Child Welfare Information System Data Sharing Agreement with the Commonwealth of Pennsylvania, through the Department of Human Services. This Agreement establishes the terms, conditions, and security measures by which the Child Welfare Information Solution (“CWIS”) will exchange certain electronic data related to child protective services with the County through approved case management systems. The effective date of this Agreement is October 1, 2023 and expires September 30, 2024.

Motion carried.

### **Planning Department:**

With recommendation from Sherri Clayton-Williams, Director, Mr. Qually moved, seconded by Mr. Martin, to approve the following re-appointments to the designated Boards:

- Adams County Planning Commission – Tom Streiff, Jim Morhalek and Richard Crouse, 4-year terms to expire December 31, 2026
- Adams County Housing Committee –
  - Yeimi Gagliardi, Lucy Lott, Vicki Huffaker, Dennis M. Murphy, 2-year terms to expire December 31, 2023 (these terms expired in 2021);
  - Alan Fleckner, Robin Fitzpatrick, 3-year terms to expire December 31, 2025 (these terms expired in 2022)
- Parks, Recreation and Green Space Committee –
  - Gus Fridenvalds, Pat Naugle, Matt Sheads, Ellie Vranich, 4-year term effective January 1, 2022 thru December 31, 2025
  - Coleen Reamer, Steve Toddes, 4-year term effective January 1, 2023 thru December 31, 2026
  - Appointment of Brock Widerman to fill a vacancy to a 4-year term effective January 1, 2023 thru December 31, 2026
  - Appointment of Craig Yingling to fill the remainder of the term of David Waybright, thru December 31, 2024
  - Appointment of Stephanie Haley to fill the remainder of the term of Anna Geiger, thru December 31, 2024

Motion carried.

### **Elections and Voter Registration:**

With recommendation from Angela Crouse, Director and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve and ratify the electronic signing of the Election Integrity Grant in the amount of \$375,156.52.

Motion carried.

### **Security:**

With recommendation from Mark Masemer, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve to designate Chairman Randy L. Phiel to sign the annual Maintenance Agreement with Autoclear, a New Jersey Company, to perform inspections and maintenance on the County’s X-ray machines. The term of the Agreement is August 15, 2023 to August 31, 2024. Total cost to the County is \$11,200.00.

Motion carried.

**Commissioners:**

With recommendation from Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Phiel, that the Board of Commissioners approve the following:

- Adopt and approve the following Resolution and Agreements related to the re-appointment of Vice Chairman James E. Martin to serve as a Director on the SouthCentral Local Elected Officials (“SCLEO”) Board. The SCLEO is an entity authorized by the federal Workforce Innovation and Opportunity Act of 2014 (“WIOA”, Pub.L. 113-138) and is comprised of eight counties in south central PA (Adams, Cumberland, Dauphin, Franklin, Juniata, Lebanon, Perry, and York) for the purpose of governing the SouthCentral Workforce Investment Board, also known as “SCPaWorks.” SCPaWorks operates Pennsylvania CareerLink locations and provides other workforce development activities in the area using federal funds that SCLEO receives. In support of the SCLEO partnership, the Board of Commissioners does hereby approve and adopt the following:
  - Resolution No. 11 of 2023 – This Resolution resolves to re-appoint Vice Chairman Martin to serve as the representative of Adams County as a member of the SCLEO Board and approves the Chief Elected Official Agreement and Chief Elected Official and Local Workforce Development Board Partnership Agreement, as further defined below. This Resolution is effective August 23, 2023 as follows:

**RESOLUTION NO. 11 OF 2023**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF ADAMS FOR THE DESIGNATION OF THE CHIEF EXECUTIVE OFFICIAL TO SERVE ON THE BOARD OF SOUTHCENTRAL LEO AND APPROVAL OF RELATED AGREEMENTS**

**WHEREAS**, the counties of Adams, Cumberland, Dauphin, Franklin, Juniata, Lebanon, Perry and York (the “Designated Counties”) have been designated by the Governor of the Commonwealth of Pennsylvania as a local workforce development area, known as the SouthCentral Workforce Development Area (herein “SCWDA”); and

**WHEREAS**, SouthCentral Workforce Investment Board d/b/a SCPa Works is the local workforce development board for the SCWDA having been duly certified by the Governor of the Commonwealth of Pennsylvania; and

**WHEREAS**, the Designated Counties entered into an Agreement dated September 16, 2010 authorized by county ordinance, pursuant to the Workforce Investment Act of 1998 and its successor legislation, which created a nonprofit corporation known as SouthCentral LEO to collectively serve as Chief Elected Official as such term is defined in successor legislation, the Workforce Investment and Opportunity Act of 2014; and

**WHEREAS**, The Board of Directors of SouthCentral LEO consists of one county resident of each of the Designated Counties who need not be a County Commissioner or elected official to be selected to serve as the Adams County representative on the Board of Directors of the SouthCentral LEO; and

**WHEREAS**, The Commonwealth of Pennsylvania, Department of Labor and Industry, issued Local Governance Policy 02-2015 of December 18, 2015, which requires a Chief Elected Official Agreement between the Designated Counties and SouthCentral LEO, which requires update from time to time. SouthCentral LEO is the Chief Elected Officials as defined in the Local Governance Policy; and

**WHEREAS**, Local Governance Policy 02-2015 requires a Chief Elected Official and Local Workforce Development Board Partnership Agreement between SouthCentral LEO and SCPa Works, which also requires update from time to time.

**NOW, THEREFORE, BE IT RESOLVED** by the Adams County Board of Commissioners as follows:

1. Adams County Commissioner James E. Martin is hereby appointed by the County of Adams to serve, together with similarly selected individuals, on the Board of Directors of SouthCentral LEO, which Board constitutes the Chief Elected Official for purposes of the Workforce Investment and Opportunity Act of 2014, as amended, or its successor legislation; and
2. The Chief Elected Official Agreement between each of the Designated Counties and SouthCentral LEO is hereby approved. Commissioner Martin is hereby authorized to execute the Chief Elected Official Agreement on behalf of Adams County; and
3. The Chief Elected Official and Local Workforce Development Board Partnership Agreement between SouthCentral LEO and SCPa Works, is hereby approved. Commissioner Martin is hereby authorized to execute an acknowledgement of the Chief Elected Official and Local Workforce Development Board Partnership Agreement on behalf of Adams County.

**THIS RESOLUTION IS DULY ADOPTED ON** this 23<sup>rd</sup> day of August, 2023, at a duly advertised meeting of the Board of Commissioners of the County of Adams.

**ATTEST**

**ADAMS COUNTY COMMISSIONERS**

By:                   /s/                    
Paula V. Neiman, Chief Clerk

By:                   /s/                    
Randy L. Phiel, Chairman

By:                   /s/                    
James E. Martin, Vice-Chairman

By:                   /s/                    
Marty Karsteter Qually, Commissioner

- Chief Elected Official Agreement – This Agreement is between the eight counties and the SCLEO for the purpose of appointing the county members and outlining the duties of the members and the SCLEO. The Agreement is effective July 1, 2023, for a period of one (1) year and shall renew annually unless terminated as provided in the Agreement.
- Chief Elected Official and Local Workforce Development Board Partnership Agreement – This Agreement is between the SCLEO and SCPaWorks for the purpose of outlining their respective obligations in accordance with WOIA guidelines. The Agreement is effective July 1, 2023, for a period of one (1) year and shall renew annually unless terminated as provided in the Agreement.

Motion carried.

With recommendation from Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, 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:
  - True North Wellness Services: This Agreement allocates \$281,000.00 in ARRF grant funding for the propose of responding to the public health emergency created by the COVID-19 pandemic through the purchase and renovation of a new office space which will allow True North to expand their mental health treatment services in Adams County. This Agreement is effective August 23, 2023 through December 31, 2026.
  - Gettysburg Combined Area Resources for Emergency Shelter (C.A.R.E.S.): This Agreement allocates \$368,900.00 in ARRF grant funding for the purpose of responding to the economic harm the COVID-19 pandemic caused to

vulnerable populations through the renovation to the third floor of St. James Lutheran Church into a homeless shelter. This Agreement is effective August 23, 2023 through December 31, 2026.

Motion carried.

**Personnel Report:**

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

Court Administration:

- Lateral transfer of Tamara Bittle, Administrative Assistant, from MDJ Snyder's Office to MDJ Harvey's Office, effective August 21, 2023

Probation Services:

- Probation Officer Interns, 3 days/week for 10 weeks for Ellie Engnoth, effective August 22, 2023 and Austin Staub, effective August 28, 2023

Controller's Department:

Recommendation from Controller John Phillips to approve and extend the Paid Internship for Sidney Shelton from August 11 to August 18, 2023.

District Attorney:

Posting of the open position of Part Time Office Legal Assistant, up to 29 hours/week, effective July 31, 2023.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the following:

- Merit hire promotion from Caseworker 1 to Caseworker 2 for Kathy Clark, effective August 14, 2023
- Maxim Erwin, Caseworker 2/Intake, effective August 21, 2023.

IT Department:

Recommendation from Phil Walter, CIO, to approve the promotion of Megan Smith from IT Tech 1/Application Specialist to Courts Jr. IT Technician II/Application Specialist, effective August 14, 2023.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman to approve the following:

- Employment of the following Corrections Officers, pending successful completion of background screenings: Leslie Johnston, Richard Bell, Jason Medrano, effective August 7, 2023; Sharon Gladfelter, Ernesto Perez, Shawn McElwee, Rebecca Jordan, Serena Bosman, effective September 11, 2023

Separation of Employment with permission to post:

- Annabelle Beacham, Telecommunicator, effective August 18, 2023
- Ashley Williams, Telecommunicator Supervisor, effective September 7, 2023
- Angela Sontheimer, Legal Assistant in the District Attorney's Office, effective August 31, 2023
- Joe Rumph, Corrections Officer, effective August 7, 2023
- Christy Andrew, Corrections Officer, effective August 14, 2023
- Neil Wentz, Corrections Officer, effective September 9, 2023
- Rescind the Offer of Employment for Corrections Officers Ernesto Perez and Shawn McElwee, effective August 14, 2023 and Sharon Gladfelter, effective September 11, 2023

Motion carried.

**Expenditures:**

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period August 7, 2023 through August 18, 2023:

General Fund Total	\$ 1,604,798.89
General Fund	\$ 558,565.78
Payroll – Week #33	\$ 1,046,233.11
Children & Youth Services	\$ 116,250.11
HazMat Fund	\$ 141.19
Commissary Fund	\$ 22,454.33
Records Management	\$ 3,155.00
Hotel Tax Fund	\$ 310,233.08
County Records Improvement	\$ 440.00
American Rescue Plan Act 2021	\$ 5,000.00
Capital Projects	\$ 124,554.95
911 Fund	\$ 35,107.99
Internal Service Fund	\$ 525,924.04

Motion carried.

**Other Business:**

No Other Business was brought before the Board at this time.

**Salary Board Meeting:**

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

**Adjournment:**

Mr. Qually moved, seconded by Mr. Martin, to adjourn the Commissioner’s Meeting at 9:49 a.m. this date.

Motion carried.

Respectfully submitted,



Paula V. Neiman  
Chief Clerk