

WEDNESDAY, MAY 11, 2016:

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 Jim Martin and Marty Karsteter Qually; Albert Penksa, County Manager; John Hartzell, Solicitor; Steve Renner, Controller; Beth Cissel, Assistant Controller; Paul Wege, HR Generalist II; Don Fennimore, Court Administrator; Melissa Devlin, Director of Finance; Phil Walter, IT Director; Gary Crevier, Network/System Administrator; Bob Jackson, Citizen Representative; News Reporters: Vanessa Pellichio, *Gettysburg Times*; Dustin Levy, *Evening Sun* And Chief Clerk Paula Neiman.

Pledge of Allegiance

Minutes:

Mr. Martin moved, seconded by Mr. Phiel, to approve the Minutes of the April 27, 2016 Commissioners' Meeting as presented.

Motion carried.

Proclamations:

Mr. Qually moved, seconded by Mr. Martin, to approve and proclaim the "**100th Anniversary of Penn State Extension – Adams County**". This proclamation was presented to Nina Redding, Penn State Extension Director.

Motion carried.

Public Comment:

Tana Daughton provided public comment to the Board on Mental Health Awareness issues regarding different programs throughout the County.

Controller:

Recommendation from Steve Renner, Controller, to approve the following:

- Mr. Martin moved, seconded by Mr. Qually to approve the Engagement Letter between the County of Adams and Zelenkofske Axelrod LLC for Financial and Single Audit services for the years ending December 31, 2016, 2017 and 2018. For year ending 2016 the amount will be \$65,220 with a 2% increase for the remaining two (2) years.

Motion carried.

- With recommendation from Beth Cissel, Deputy Controller, Mr. Qually moved, seconded by Mr. Martin to approve Amendment Quote Q-00012756, signed in September 2015, to the Sungard Professional Services Agreement to nominate Commissioner Randy L. Phiel to sign as a sole signature on behalf of the Board of Commissioners. The amendment is required to change the payment terms of the original quote to monthly as services are rendered, and to remove the Project Management Services.

Motion carried.

IT Department:

With recommendation from Phillip Walter, Director, IT Department, and Assistant Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr.

Qually, that the Board of Commissioners enter into an agreement with Quality Digital Office Technology to perform the conversion and implementation of the upgrade to the new Eclipse platform system, the newest DocSTAR web based software package in the amount of \$24,000.

Motion carried.

Finance/Purchasing:

With recommendation from Melissa Devlin, Director, Mr. Qually moved, seconded by Mr. Martin, to approve and sign the County of Adams Purchasing Policy and Procedures effective May 11, 2016.

Motion carried.

Commissioners:

Approve the following:

- Mr. Martin moved, seconded by Mr. Qually, to approve the Memorandum of Agreement between the County of Adams and Adams County Volunteer Emergency Services Association, Inc. (ACVESA).

Motion carried.

- With recommendation from Albert Penksa, County Manager and upon review by Solicitor Hartzell, Mr. Qually moved, seconded by Mr. Martin, to approve the Agreement between the County of Adams and Susquehanna Group Advisors, Inc., 830 Sir Thomas Court, Harrisburg, PA to provide financial services to the County for potential future financing.

Motion carried.

- Chairman Phiel noted the public hearing being conducted by the Board of County Commissioners for the incorporation of an Adams County General Authority scheduled for June 1, 2016 will be held in the Ceremonial Courtroom of the Historic Courthouse beginning at 9:00 a.m. and not in the Commissioners' meeting room.

Personnel Report:

Mr. Martin moved, seconded by Mr. Qually, to approve the following personnel actions:

Courts:

- Probation Department – Unpaid Internship (120 hours) for Marissa Hemler effective May 31, 2016.
- Separation of Employment: Probation Department – Joseph McCormick, Probation Officer 1, effective May 27, 2016; Domestic Relations Department – David Ozminski, Conference Officer, effective May 20, 2016
- New Hires: Meghan Hayes, Probation Officer 1 and Eduardo Ponce, Probation Officer 1, both effective May 16, 2016.

District Attorney:

- Note the employment of Kelley L. Nelson, Assistant District Attorney, effective May 9, 2016

Separation of Employment:

- Michele Schaffer, Special Projects/Veterans Service Officer, effective May 6, 2016
- Nora Hernandez, Legal Secretary in the District Attorney's Office, effective May 2, 2016

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period April 25, 2016 through May 6, 2016:

General Fund	\$ 1,837,349.67
911 Fund	\$ 1,627.50
Children & Youth Services	\$ 231,790.95
HazMat Fund	\$ 64.13
Law Enforcement	\$ 73.44
Domestic Relations Incentive	\$ 390.40
Human Services Building	\$ 853.81
Capital Project	\$ 28,455.83
Commissary Fund	\$ 4,084.16

Motion carried.

Other Business:

No other business was brought to the Board at this time.

Salary Board Meeting:

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

Adjournment:

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

Motion carried.

Respectfully submitted,

Paula V. Neiman
Chief Clerk