

## **AGENDA, WEDNESDAY, APRIL 19, 2023:**

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

### **Pledge of Allegiance**

### **Minutes:**

Approve the Minutes of the April 5, 2023 Commissioners' Meeting as presented.

### **Retirement Presentation:**

Presentation to Linda Heflin, Deputy Clerk 2 in the Register & Records Office, retiring with 32 years of service to the County.

### **Proclamations:**

- **“Conservation District Week”** – April 23 – April 29, 2023
- **“National Association of Conservation Districts Distinguished Service Award –**  
Presentation to Brian Sneeringer
- **“National Prescription Drug Take Back Day”** – April 22, 2023
- **“Adams County Library System National Library Week 2023”** –  
April 23 – April 29, 2023
- **“National Crime Victims' Rights Week”** – April 23 – April 29, 2023

### **Presentation:**

Co Responder Presentation – Casey Darling-Horan, Executive Director, York/Adams MH-IDD.

### **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.*

### **Register and Recorder:**

Recommendation from Register & Recorder Karen Heflin, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Contract for County Server Migration with COTT Systems, Inc., of Columbus, OH. COTT will provide remote assistance to migrate the Register and Recorder's records from their current system to a new database. It is further recommended that the Commissioners sign the Amendment to Master Agreement for Products and Services, which incorporates the County's standard terms and conditions into the Agreement. The Contract is effective April 19, 2023. Total cost to the County is \$6,840.00.

### **Sheriff:**

## **AGENDA, WEDNESDAY, APRIL 19, 2023**

### **Page 2 of 4**

Recommendation from Sheriff James Muller, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the renewal of the User License Agreement for Online Weapons Permit Application with Permittium, LLC, a North Carolina Company. The Permittium Software provides for submission of Weapons Permit Applications online. The term of the Agreement commenced on October 1, 2022 and terminates on September 30, 2023. There is no additional cost to the County.

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

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to sign the Quote with Motorola Solutions Inc., an Illinois Company, for repair work to the prison's handheld radios and base units. This Service Agreement will cover 63 handheld radios and 2 base stations. It is further recommended that the Board of Commissioners sign the Addendum to the Service Terms and Conditions, which incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement is three (3) years, commencing on May 1, 2023 and terminating on April 30, 2026. Total cost to the County is \$19,624.32, to be paid in yearly installments of \$6,541.44.

### **Commissioners:**

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

- Recommendation from Steve Nevada, County Administrator and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:
  - Designate Chairman Randy L. Phiel to sign the 2023 Adams County Community Foundation Fund for the Environment Grant Agreement. This Agreement provides for a grant of \$10,000.00 from the Adams County Community Foundation for construction of a glass recycling collection facility. It is further recommended that Chairman Phiel sign the Communications Agreement for Grant Recipients. The Grant Period is March 10, 2023 to April 30, 2024. There is no County match required.
  - Memorandum of Understanding between the County of Adams and Robert Charnick, Biglerville, PA for the donation of grave markers for the Alms Cemetery, located in Straban Township, to be installed by the County's Building & Maintenance Department.
- Recommendation from Solicitor Molly R. Mudd that the Board of Commissioners enter into the following Agreements with TNH Sober Living, LLC (d/b/a The Nicholas House) for advocacy and recovery services for individuals seeking recovery

Commissioners cont'd:

## **AGENDA, WEDNESDAY, APRIL 19, 2023**

### **Page 3 of 4**

from the disease of addiction and from mental health disorders, said services to be housed at the County's 45 West High Street property (the former "Mercy House"):

- Memorandum of Understanding between the County and TNH, outlining the addiction recovery and mental health services to be delivered by TNH in a licensed recovery setting, to include Medication Assisted Treatment Services (MAT), Substance Use Disorder (SUD) Recovery Services, and Mental Health Recovery Services; and
- Commercial Property Lease Agreement between the County and TNH for the 45 West High Street premises, to be utilized by Lessee as the location for the Recovery Center, for a term of five (5) years, with an effective date of May 1, 2023.
- County Security Incident Response and Reporting Policy (IT Policy 121.09). This policy defines the procedures for identifying and responding to cyber security threats to the County and Court computer and network systems. This policy is effective April 19, 2023.

### **Personnel Report:**

#### Court:

Note the employment of Dawn Hoffman, General Clerk in Probation Services, effective April 10, 2023.

#### District Attorney:

Recommendation from District Attorney Brian Sinnett, to note paid internships for Ethan Bulger and Makayla Ryland, 20 hours/week, effective May 15, 2023 through August 19, 2023.

#### Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Deanna L. Alpaugh, Program Specialist-Mentoring, effective April 24, 2023.

#### Building & Maintenance:

Recommendation from Larry Steinour, Director, to approve the promotion of Emily Geltmacher from Maintenance Tech 1 to Maintenance Tech 2, effective April 10, 2023.

#### Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve the following:

- Employment of Dylan Palmer, Telecommunicator, effective April 10, 2023

#### Personnel Report cont'd:

- Transfer of Krista Masterstefone from fulltime Assistant Supervisor to fulltime Telecommunicator, effective March 27, 2023.

**AGENDA, WEDNESDAY, APRIL 19, 2023**

**Page 4 of 4**

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman to approve the following:

- Corrections Officers, pending successful completion of background screenings: Jay Hall, Jr. and Keith Rider, effective April 10, 2023.
- Transfer of Joseph Weaver, Corrections Officer and Travis Pryor, Lieutenant, to the positions of Community Supervision Specialist, effective April 10, 2023

Separation of Employment with permission to post:

- Retirement of Linda Heflin, Deputy Clerk 2, Register & Records Department, effective April 21, 2023
- Casey Raimondi, Office Assistant, Children & Youth Services, effective April 21, 2023
- Israel Rojas, Unpaid Intern in the District Attorney's Office, effective April 21, 2023
- Reginald Hanson, Corrections Officer, effective April 11, 2023
- Rescind the offer of employment to Greg Pritchard, Corrections Officer, effective April 10, 2023

**Expenditures:**

Approve the following expenditures for the period April 1, 2023 through April 14, 2023:

General Fund Total	\$ 1,517,921.21	
General Fund	\$ 417,058.92	
Payroll – Week #15	\$ 1,100,862.29	
Children & Youth Services	\$ 116,431.39	
HazMat Fund	\$ 114.27	
Commissary Fund	\$ 1,943.24	
Hotel Tax Fund	\$ 193,743.86	
911 Fund	\$ 1,181.17	
Internal Service Fund	\$ 406,262.74	

**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:**