

**Proposed                    AGENDA, WEDNESDAY, MARCH 27, 2019:**

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

**Pledge of Allegiance**

**Minutes:**

Approval of the Minutes of the March 20, 2019 Commissioners' Meeting as presented.

**Proclamation:**

Adopt and proclaim April 2019 as **"FAIR HOUSING MONTH"** in Adams County.

**Public Comment:**

*During the 30-minute Public Comment the individual wishing to speak will come forward to the podium to address the Board, state their name and address and will have 5-minutes to give his/her comments related to county business. Any public comment on an agenda item should be addressed at this time.*

**Register and Recorder of Deeds:**

Recommendation from Karen Heflin, Register and Recorder of Deeds, to approve and sign the Agreement with Cott Systems for Day Forward Redaction for Resolution3 and Verdict on 212,040 clicks in the amount of \$8,484 estimated through June 30, 2021.

**Controller:**

Recommendation from Beth Cissel, Deputy Controller, to approve and authorize Chairman Randy Phiel to sign a Proposal submitted by Central Square Technologies to implement the Accounts Receivable module in the amount of \$24,560, which will be paid by the County's Records Improvement Fund.

**Children & Youth Services:**

Recommendation from Sarah Finkey, Administrator, to approve and sign the Adoption Assistance Agreement with P.F. on behalf of X.F. in the amount of \$900/month.

**Human Resources**

Recommendation by Director Michele Miller, and after review by Solicitor Molly Mudd, that the Board of Commissioners review to approve the Coaching Agreement with Avalon Foster, LLC whereby Avalon Foster agrees to provide employee coaching services focusing on leadership and supervisory skills, employee accountability, conflict management and team engagement at a cost to the County of \$2,400.

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

Recommendation from Warren Bladen, Director of Emergency Services, and after review by Solicitor Molly Mudd, that the Board of Commissioners review and approve the Consulting Agreement for Professional Services with JH Consulting, LLC of Buckhannon, West Virginia, in the amount of \$38,440 for services related to the development of a multi-jurisdictional Hazard Mitigation Plan Update for Adams County, that is compliant with the Disaster Mitigation Act of 2000, as amended, and all applicable PEMA and FEMA Region III Regulations. The Pennsylvania Emergency Management Agency (PEMA) grant will cover \$28,830 with \$9,610 to be paid by the County.

### **Planning:**

Recommendation from Sherri Clayton-Williams, Director, to approve the following:

- Resolution No. 2 of 2019 - Fair Housing Resolution for 2018.
- Authorize Chairman Randy L. Phiel to sign the KeyNetGPS Participant Agreement between Adams County and KeyNetGPS of Allentown, Pennsylvania wherein the County shares in the subscription sales among network participants in exchange for hosting a Base Reference Station at the HSB Building.

### **Commissioners:**

- Approve and sign the Training Center Agreement with the National Safety Council and the Chesapeake Region Safety Council to allow the County to provide Driver Safety Training to county employees, effective March 27, 2019 for a two-year period.
- Recommendation from William Cameron, County Bridge Engineer, to approve the following:
  - Contract Change Order No. 2 in the additional amount of \$750, for a total project cost of \$117,472.40. This change order includes the repair of a pothole at Bridge No. 123, and a time extension for completion of the original project due to winter shutdown.
  - Approve and authorize the advertisement for bids for the “Maintenance Repairs of Forty County Bridges”, Adams County, Pennsylvania”.

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**Personnel Report:**

Separation of Employment with permission to post:

- Amended date for separation of employment for Ted Steiniger, Probation Officer Aide, effective March 29, 2019.
- Christopher Caba, Comprehensive Planner – Generalist, effective April 12, 2019

**Expenditures:**

Approve the following expenditures for the period March 11, 2019 through March 22, 2019:

General Fund Total	\$ 1,746,225.11
General Fund	\$ 822,910.86
Payroll	\$ 923,314.25
Children & Youth Services	\$ 231,997.51
HazMat	\$ 63.34
Commissary Fund	\$ 2,672.47
Records Management	\$ 3,155.00
Hotel Tax Fund	\$ 55,943.20
Coroner Visa	\$ 98.00
Capital Projects-Reserve	\$ 39,553.84
Act 13 Bridge Improvements	\$ 2,546.39
Parks, Recs & Green Space Program	\$ 9,407.50
Capital Projects – Reserve	\$ 176,741.94
Human Services Building	\$ 1,257.28
Capital Projects	\$ 102.70
911 Fund	\$ 3,852.70
Internal Service Fund	\$ 328,071.48

**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:**