

**PROPOSED**                      **AGENDA, WEDNESDAY, AUGUST 25, 2021:**

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

**Pledge of Allegiance**

**Minutes:**

Approve the Minutes of the August 11, 2021 Commissioners' Meeting as presented.

**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.*

**Controller:**

Recommendation by Controller John Phillips, with the agreement of Court Administrator Don Fenimore, and after review by Solicitor Molly Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board the Agent Agreement with Rapid Financial Solutions, a Utah based corporation, for Juror Debit Cards and Processing. This system will allow the County to issue payment to jurors via debit card. The County will pay an initial load fee of \$.49 per card, increasing to \$.55 per card on November 1, 2021. The term of the Agreement is (3) years, commencing September 1, 2021 through August 31, 2024.

**Children & Youth 2022-2023 Needs Based Budget Hearing:**

Date and time advertised to hold a public hearing to present and accept public comment on the Adams County Children & Youth 2022-2023 Needs Based Budget.

**Children & Youth Services:**

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

- Residential Lease Agreement with Brent Guise, a local landlord, for the purpose of providing additional housing for youth in the Independent Living program offered through CYS. This Lease is effective August 1, 2021 and expires July 31, 2022. The rent shall be \$800.00 per month for a total cost of \$9,600.00.
- After review by Molly R. Mudd the following 2021-2022 Purchase of Service Agreements: Franklin Family Services; Community Services Group; PA Child; Valley Youth House Committee, Inc.
- Appointment of Gale Kendall to the Adams County Children & Youth Advisory Board effective September 1, 2021 for a three-year term.

Children & Youth cont'd:

- Child Welfare System Data Sharing Agreement with the Commonwealth of Pennsylvania, Department of Human Services. This Agreement establishes the terms, conditions, and security measures by which the Child Welfare Information Solution (CWIS) will exchange certain data related to child protective services with the County through approved case management systems. The effective date of this Agreement is October 1, 2021 and expires September 30, 2022.
- Adoption Assistance Agreement with K. & C. M. on behalf of Z.M. in the monthly subsidy amount of \$790.83

**Department of Emergency Services:**

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

- Commonwealth of Pennsylvania State Fiscal Year 2021-2022 Radiation Emergency Response Fund Grant Agreement C950002871 between the Pennsylvania Emergency Management Agency (PEMA) and Adams County. This Agreement provides for a grant award of \$16,948.00, to be used for equipment and supplies, planning, and miscellaneous items necessary for the development of improved emergency response capabilities in the event of radiological accidents or incidents at Pennsylvania's nuclear power plants. The term of this Agreement is July 1, 2021 through June 30, 2022. No County match required.
- Commonwealth of Pennsylvania State Fiscal Year 2021-2022 Hazardous Material Response Fund Grant Agreement C950002875 between the Pennsylvania Emergency Management Agency (PEMA) and Adams County. This Agreement provides for a grant award of \$26,499.00, to be used for preparation of a report on the County's hazardous material safety plan; collecting, documenting, and processing chemical inventory forms and other documents required by the Superfund Amendments and Reauthorization Act (SARA); and equipment and supplies for development of emergency planning and response capability, in accordance with the purposes, goals, and objectives of SARA and the Commonwealth's hazardous material safety program. The term of this agreement is July 1, 2021 through June 30, 2022. No County match is required.

**IT Department:**

Recommendation by CIO Phil Walter, and after review by Solicitor Molly Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board the ORACLE Termination Letter dated August 18, 2021, which letter agreement allows the County to terminate ORACLE licenses and technical support services for those licenses. The County has converted all ORACLE databases to SQL including all licensing and technical support services, which are now accounted for in the County's current Microsoft Enterprise Agreement.

**Commissioner's Office:**

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

- Award the Water Tower Painting Project to Corrosion Control Corporation, a New Jersey corporation with registered offices in Pennsylvania. As the result of a duly advertised public bidding process, eight (8) proposals were received and carefully reviewed by the County and C.S. Davidson, the County's engineering firm. Corrosion Control was determined to be the lowest responsible bidder, offering the County both the lowest cost and over 50 years of experience. The scope of the project will include surface preparation and painting of the interior and exterior of the County's 400,000-gallon water tank located in Straban Township nearby the Adams County Adult Correctional Complex. It is anticipated that this project will be completed by late fall of 2021, with a total cost to the County of \$71,175.00.
- Authorize the advertisement of the Food Services Contract for the Adams County Adult Correctional Complex for bids to be received through the PennBID digital platform by 8:00 a.m. Eastern Time on Wednesday, September 22, 2021.
- Program Management Agreement for The Emergency Food Assistance Program (TEFAP) with the Commonwealth of Pennsylvania through the PA Department of Agriculture. This Agreement provides that the Commonwealth will reimburse the County with federal funds for TEFAP-eligible commodities distributed to low-income recipients at a Fixed Rate Per Pound (FRPP). For the performance period of October 1, 2021 through September 30, 2022, the FRPP will be \$0.12. Thereafter, the FRPP will be determined by the PA Department of Agriculture, upon written notice to the County. The County has designated South Central Community Action Programs, Inc. (SCCAP) as the Lead Agency to administer the TEFAP program on behalf of the County. This Agreement is effective August 25, 2021 and expires September 30, 2026.
- Lease Agreement with the Gettysburg Presbyterian Church for the lease of fifteen (15) church parking spaces for use by County staff during the work week. This Agreement is effective August 25, 2021 and expires August 24, 2022. Monthly rent for all 15 spaces is \$525.00 (\$35.00 per space), for a total annual cost of \$6,300.00.

**Personnel Report:**

Courts:

- Employment of Thomas "TJ" Bowers, Court Technical & Operations Analyst, effective August 16, 2021
- Status change from Temporary Tipstaff to Tipstaff for Donna Landsperger, effective August 16, 2021
- Status change for Christian Sweger, Law Clerk of Judge George from Part time to Fulltime, effective August 9, 2021

Personnel Report cont'd:

Separation of Employment - Courts:

- Court Administration – Sara Miller, Law Clerk for Judge Wagner, effective August 27, 2021. Ms. Miller will be transferring to the District Attorney's Office
- Court Administration – Retirement of David Sprankle, Tipstaff, effective August 10, 2021
- Domestic Relations – Note the end of the unpaid internship for Angela Sontheimer, effective August 12, 2021.
- Probation Services – Note the end of the unpaid internship for Logan Goodwill, effective July 22, 2021.

Public Defender:

Note the unpaid internship of Fredner Prevalus, effective August 27, 2021 through December 10, 2021 for two (2) days per week.

District Attorney:

- Employment of Sara Miller, Assistant District Attorney, effective August 30, 2021
- Employment of Tim Guise, County Detective, effective October 4, 2021

Separation of Employment with permission to post:

- Joy Christianson, Children & Youth Caseworker 2, effective September 3, 2021
- Wesley Davis, Corrections Officer, effective August 14, 2021
- Samuel Johnson, Corrections Officer, effective August 14, 2021
- Taylor Jeffrey, Corrections Officer, effective August 19, 2021
- Kahla Kittrell, Corrections Officer, effective August 21, 2021
- Jordan Perdue, Corrections Officer, effective August 23, 2021
- Nicholas Slusser, Corrections Officer, effective September 2, 2021
- Dustin Brown, Corrections Officer, effective September 12, 2021

**Expenditures:**

Approve the following expenditures for the period August 9, 2021 through August 20, 2021:

|                           |                 |
|---------------------------|-----------------|
| General Fund Total        | \$ 1,481,131.81 |
| General Fund              | \$ 501,306.99   |
| Payroll – Week #33        | \$ 979,824.82   |
| Children & Youth Services | \$ 153,674.20   |
| Liquid Fuels              | \$ 24,136.05    |
| HazMat Fund               | \$ 63.79        |
| CDBG                      | \$ 12,719.00    |
| Law Enforcement           | \$ 1,763.16     |
| Commissary Fund           | \$ 12,639.60    |
| Records Management        | \$ 3,155.00     |

Expenditures cont'd:

|                         |    |            |
|-------------------------|----|------------|
| Hotel Tax Fund          | \$ | 230,039.60 |
| Capital Project-Reserve | \$ | 16,608.99  |
| Capital Projects        | \$ | 195,573.42 |
| 911 Fund                | \$ | 6,699.86   |
| Internal Service Fund   | \$ | 447,581.44 |

**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:**