

**WEDNESDAY, NOVEMBER 14, 2018:**

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 James E. Martin and Marty Karsteter Qually; Albert Penksa, County Manager; Molly R. Mudd, Solicitor; Steve Renner, Controller; Crissy Redding, Treasurer; Don Fennimore, Court Administrator; Daryl Crum, Tax Services Director; Melissa Devlin, Finance Director; Phil Swope, Staff Accountant; Sara Brensinger; Purchasing Coordinator; Todd Garrett, Staff Accountant; Michele Miller, HR Director; Sherri Clayton-Williams, Planning Director; Ellen Dayhoff, Resources Manager; Rural Resource Manager; Sarah Finkey, Children & Youth Administrator; Phil Walter, IT Director; Mike Baltzley, Security Director; Cindy Keeney, Victim Witness Director; Dave Bolton; News Reporter Vanessa Pellechio, *Gettysburg Times* and Deputy Chief Clerk Lisa A. Moreno-Woodward.

**Pledge of Allegiance**

**Minutes:**

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the November 7, 2018 Commissioners' Meeting as presented.

Motion carried.

**Public Comment:**

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

**Children & Youth Services:**

With recommendation from Sarah Finkey, Administrator, Mr. Martin moved, seconded by Mr. Qually, to approve and sign an Adoption Assistance Agreement with M. & K. R. on behalf of K.F. in the amount of \$780.00/month.

Motion carried.

**IT Department:**

With recommendation from Phil Walter, IT Director, and after approval by Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners review and approve the Department of Homeland Security (DHS) Automated Indicator Sharing (AIS) Interconnection Agreement that allows for DHS to conduct continuous network and vulnerability scanning of all of the County's publicly accessible networks and systems, and to provide "early warning" of specific actionable vulnerabilities to the County. This service is provided by DHS at no cost to the County. There is no mandated sharing of data, and stringent privacy provisions are in place.

Motion carried.

**Planning Department:**

With recommendation from Ellen Dayhoff, Rural Resource Manager and Sherri Clayton-Williams, Director, and upon final review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, to approve and sign the Grant Agreement for Acquisition of Conservation Easement Purchase for the Donald L. Stabler Farm Special Project. The farm is located in Hamilton Township, consisting of 80.16 acres in the total amount of \$151,500.00 (\$1,889.97/acre) = \$50,000 of County Funds to the Adams County Land Conservancy + \$101,500 from Federal funds.

Motion carried.

**Commissioners Department:**

- With recommendation from Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners sign the Memorandum of Understanding between Adams County and the American Federation of State, County, and Municipal Employees (AFSCME) to resume the recruitment, testing, interviewing, hiring and promotion of Sergeants at the Adams County Adult Correctional Complex and to set the Sergeant starting pay rate at \$23.19 per hour for the duration of the Collective Bargaining Agreement (CBA) effective January 1, 2018 through December 31, 2021.

Motion carried.

- With recommendation from Solicitor Molly Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners sign the Memorandum of Understanding between Adams County and the American Federation of State, County, and Municipal Employees (AFSCME) to resolve and withdraw the Union Class Action grievance #89-2637-5035B regarding uniform reimbursement for Adams County Adult Correctional Complex employees whereby employees receive reimbursement for up to \$275 for uniforms, shoes, alterations, duty belts and accessories for calendar year 2018.

Motion carried.

- At this time Board Chairman Phiel recognized Albert Penksa, County Manager, who reviewed the Tentative 2019 Adams County Budget as follows:
  - Tentative County Budget Revenues = \$64,424,714
  - Tentative County Budget Expenditures = \$63,599,904  
Contingency Reserve = \$824,810
  - Tentative Capital Budget - \$2,879,703

**Commissioner Martin:**

Commissioner Martin mentioned that to put the budget in perspective, he came across information recently on the Cumberland Valley High School budget which has 28,000 students and a budget greater than the county with 101,000 residents. The budget is in line and lean. This is a budget that has more eyes on it than ever. It's a reasonable budget and very structured.

**Commissioner Qually:**

Commissioner Qually said we have a pretty good budget right now. The challenge is to put out a good budget. Still more to cut. He would encourage anyone from the public to go over the budget. No tax increase in this year's budget.

**Commissioner Phiel:**

Commissioner Phiel said that a lot of work and effort goes in to crafting a budget and the public review is disproportionate. Every year the budget has gotten better and better. Finance is good at looking at trends. A big shout out to staff. Decisions are not easy and most don't get what they ask for. Adams County is very financially healthy.

Mr. Qually moved, seconded by Mr. Martin, to approve the tentative adoption of the 2018 Adams County Budget, with the final adoption to be on December 12, 2018. The Tentative

Motion carried.

**Personnel Report:**

Mr. Martin moved, seconded by Mr. Qually, to approve the following items on the Personnel Report:

Courts:

- Note the promotion of Lauren Miller from Conference Officer to Director in the Domestic Relations Sections, effective November 19, 2018
- Domestic Relations Department – Separation of employment of Rebecca Neeley, Conference Officer, effective November 21, 2018

Victim Witness:

Recommendation from Cindy Keeney, Director, to approve two (2) Unpaid Interns – 1) Owen Keenan, Political Science/Public Policy major at Gettysburg College and 2) Jack Tubiello, Social/Behavioral Researcher student at Gettysburg College, both effective November 13, 2018 through May 13, 2019. Cindy Keeney reported that the interns under the direction of Dr. Annie Dowds, will be conducting an in depth look at what the Victim Witness department does and will be conducting interviews of the key players.

Motion carried.

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

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the promotion of Joshua Hykes from Caseworker 2-Family Support to Shared Case Responsibility Caseworker, effective November 26, 2018.

Separation of Employment with permission to post:

- Heather Smith, Caseworker 2-Intake, effective December 28, 2018

Motion carried.

**Salary Board Meeting:**

The Salary Board Meeting will be held following the Commissioner's Meeting.

**Adjournment:**

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioner's Meeting at 9:25 a.m. this date.

Motion carried.

Respectfully submitted,

Lisa A. Moreno-Woodward  
Deputy Chief Clerk