

## **PROPOSED**

## **AGENDA, WEDNESDAY, MAY 11, 2016:**

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

### **Pledge of Allegiance**

### **Minutes:**

Approval of the Minutes of the April 27, 2016 Commissioners' Meeting as presented.

### **Proclamations:**

- **“100<sup>th</sup> Anniversary of Penn State Extension – 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.*

### **Controller:**

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

- 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.
- Approve Amendment Quote Q-00012756 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.

### **IT Department:**

Recommendation from Phillip Walter, Director, IT Department, and Assistant Solicitor Molly Mudd, 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.

### **Finance/Purchasing:**

Recommendation from Melissa Devlin, Director, to approve and sign the County of Adams Purchasing Policy and Procedures effective May 11, 2016.

**Commissioners:**

Approve the following:

- Memorandum of Agreement between the County of Adams and Adams County Volunteer Emergency Services Association, Inc. (ACVESA).
- Upon review by Solicitor Hartzell, 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.
- NOTE: 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:**

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 Kelly L. Nelson, Assistant District Attorney, effective May 9, 2016

**Expenditures:**

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

**Other Business:**

Solicitor Hartzell  
County Manager Penksa  
Commissioner Qually  
Commissioner Martin  
Commissioner Phiel

**Salary Board Meeting:**

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

**Adjournment:**