

AGENDA, FRIDAY, JANUARY 13, 2023:

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

Pledge of Allegiance

Minutes:

Approve the Minutes of the December 14, 2022 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.*

Probation Services:

Recommendation from Chief Gale Kendall, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Memorandum of Understanding between the County and MGS Consulting, LLC, of Lancaster, PA, to provide access to online Alcohol Highway Safety School classes for referred residents of the Adams County Adult Correctional Complex. The term of the Agreement is one (1) year, commencing on January 11, 2023 and terminating on January 10, 2024. The cost to the County is \$175.00 per student per month, which will be funded by Probation's 2022-2023 Intermediate Punishment Treatment Program Grant administered by the Pennsylvania Commission on Crime and Delinquency.
- 2022-23 County Adult Probation and Parole Grant (#40047) Application made through the PA Commission on Crime and Delinquency (PCCD) for \$111,819.00 in State funds. This money will be used to assist in supporting the salaries and benefits of County adult probation and parole staff. The application is effective December 20, 2022. No County match is required.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator and after review by Solicitor Molly R. Mudd, that the Board approve the Professional Services Agreement with The Law Office of Rosina Stambaugh, Esq. Ms. Stambaugh was appointed by the Court to represent a juvenile in a pending immigration matter and this Agreement formalizes the County's relationship with Ms. Stambaugh to provide those legal services at a rate of \$80.00/hour. This Agreement is effective September 26, 2022 and shall expire upon conclusion of the assigned case.

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District Attorney:

Recommendation from District Attorney Brian Sinnett, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to approve the Equitable Sharing Agreement and Certification (Tracking No. PA001043A) with the U.S. Department of Justice and the U.S. Department of Treasury. This Agreement confirms that the District Attorney's Office received no federal forfeiture funding in fiscal year 2022 and that the County agrees to comply with applicable federal regulations governing any future receipt of federal forfeiture funding. This Agreement is effective January 13, 2023.

Planning Department:

Recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board the Pennsylvania Department of Transportation (DOT) Transportation Planning and Programming Agreement C920001360 Amendment to Work Order #1, reflecting new funding from the federal Infrastructure Bill, shared out with all MPO/RPO's in the Commonwealth. The County's Tasks as reflected in the Unified Planning Work Program (UPWP) have been amended to reflect the funding changes.

Ag Land Preservation Board:

Recommendation from Ellen Dayhoff, Rural Resources Manager, to approve the following:

- Re-appointment of "Farmer" Board members for another 3-year term: Craig Yingling, Dave Wenk, Sidney Kuhn and Doyle Waybright
- Re-appointment of Craig Yingling as Chairman and Dave Wenk as Vice-Chairman
- Appoint the following Staff members: Ellen Dayhoff, Treasurer; LeighAnn Abraham, Secretary; Mark Clowney, Assistant Secretary

Victim Witness:

Recommendation from Samantha Hoffman, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners ratify the approval and signatures of the Project Modification Request for the Awareness, Notification, and Restitution Grant (#34618) from the Pennsylvania Commission on Crime and Delinquency (PCCD) for \$175,521.00 in federal funds. This modification allows for a reallocation of personnel funds to cover health benefits and additional supplies but does not change the overall grant amount. The Modification is effective December 8, 2022.

Tax Services:

Recommendation from Daryl Crum, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Maintenance Agreement Contract with Business Equipment Solutions Technologies, Inc. (“B.E.S.T.”). This Agreement renews the annual maintenance services for Tax Services’ Formax FX2054 High Volume Pressure Sealer. Total cost of renewal is \$1,048.00. This Agreement is effective February 9, 2023 for a one-year term.
- Amendment #1 To Professional Services Agreement with David K. James, III, Esquire. This Amendment amends the original Service Agreement (approved June 29, 2015) with Attorney James to increase the rate of pay from \$6,000.00/year to \$7,500.00/year for various legal services required by the Tax Services Department. This Amendment is effective January 1, 2023 for a term of one (1) year.

Emergency Services:

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

- Resolve to adopt the Non-Disaster Hazard Mitigation Planning Grant Designation of Agent Resolution; and
- Designate Chairman Randy L. Phiel to sign on behalf of the Board the Designation Certification; and
- Designate Chairman Randy L. Phiel to sign on behalf of the Board the HMGP Letter of Commitment for Adams County, whereby the County agrees to cooperatively participate in the update of the hazard mitigation planning effort with the Pennsylvania Emergency Management Agency (PEMA) in order to update the Adams County Hazard Mitigation Plan, as required by 44 CFR 201.6.
- First Amendment To The Land And Office Space Lease Agreement (approved by the Board on July 29, 2020) with Air Methods Corporation. This Amendment permits Air Methods, a corporation currently operating emergency helicopter services from a base at the County’s DES building, to utilize existing County electrical infrastructure for the purposes of powering the helipad lighting systems. Air Methods shall reimburse the County for its energy usage on a monthly basis. This Amendment is effective January 13, 2023.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, to approve the following:

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Adams County Adult Correctional Complex cont’d:

- Corporate Authorization Resolution with ACNB Bank for the County of Adams, Adams County Prison Account #XXXX599. The change is needed to add an additional signatory
- After review by Solicitor Molly R. Mudd, that the Board of Commissioners sign the Addendum to the February 4, 2022 Memorandum of Understanding between the County and YWCA Hanover Safe Home. This Addendum extends the term for the provision by Safe Home of domestic violence and human trafficking victim services to the residents of the ACACC, as well as professional training for employees and staff of the ACACC. The new term commenced on September 22, 2022 and will terminate on September 22, 2023. There is no additional cost to the County.

Commissioners:

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

- Approve Ordinance No. 1 of 2023 – Amending and Restating Adams County Tax Collection Policy, effective January 13, 2023.
- Per the IRS issued standard mileage rate, approve to increase the mileage rate for the County of Adams to \$65.5 cents per mile driven for business use, effective January 1, 2023
- Legal Representation Agreement with Mooney Law. This Agreement provides interim legal services by Paul Royer, Esquire, an attorney with the law offices of Mooney Law, at a rate of \$90.00/hour as needed and as assigned by the County/Public Defender’s Office while the County reviews candidates for the vacant Chief Public Defender position. Mr. Royer is a former Assistant Public Defender for the County. This Agreement is effective January 13, 2023 and shall expire December 31, 2023.

Personnel Report:

Courts:

Domestic Relations:

- Note the appointment of Sherri Piper to the position of Financial Operations Officer, effective January 2, 2023
- Note the employment of Frank Caccioppoli, Conference Officer, effective January 3, 2023

Probation Services:

- Separation of employment with the intent to post: Timothy Breighner, Director, effective January 6, 2023; Probation Officers Matthew Czaplicki, and Isaac Reese, effective January 18, 2023; Andrew Zimmerman, Probation Officer, effective January 27, 2023

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Personnel Report cont’d:

Sheriff’s Department:

- Note the employment of Samantha Rife, Office Assistant, effective December 5, 2022 and the separation of her employment, effective December 16, 2022.
- Approve the employment of Chad Binderup, First Class Deputy Sheriff and Leon Moxley, Deputy Sheriff

District Attorney:

- Approve the appointment of Skylar Wheeler to the position of Office Legal Assistant, Part time Regular

Children & Youth Services:

Approve the employment of Alex Hackney, Caseworker After Hours, effective January 3, 2023.

Emergency Services:

Note the transfer of Brett Allison from fulltime Telecommunicator to Part time as needed Telecommunicator, effective January 4, 2023.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, to approve the following:

- Corrections Officers, fulltime, benefit eligible, pending successful completion of background screenings: Diane Strausbaugh, Megan Jacobs, Spencer Head, Larry Fritz, effective January 9, 2023
- Change of status from Part time to Fulltime for Cody Pierce, Corrections Officer, effective December 5, 2022
- Transfer of Donald Gise from Records Specialist-Court Liaison to Records Specialist, effective December 19, 2022

Separation of Employment with permission to post:

- Debra Eck, Staff Accountant, Conservation District, effective March 31, 2023
- Christy Decker, Corrections Officer, effective January 2, 2023
- Edward Fanflick, Corrections Officer, effective January 20, 2023
- Rescind the offer of employment for Chad Binderup, First Class Deputy Sheriff, effective January 17, 2023
- Rescind offer of employment for Larry Fritz, Corrections Officer, effective January 9, 2023

Ratify from Annual Salary Board

- Shelby Plank, General Clerk in Domestic Relations, effective December 27, 2022
- Roberta Craig, Tipstaff, effective December 28, 2022

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Personnel Report cont'd:

- Melissa Goodwin, General Clerk in Department of Operational Services, effective December 30, 2022
- Molly Ryan, Children & Youth Program Specialist-Mentoring, effective January 6, 2023

- Kristina Miller, Children & Youth Office Assistant, effective January 4, 2023
- Asia Macklin, Corrections Officer, effective January 2, 2023
- Anthony Sutherland, Corrections Officer, effective December 19, 2022
- Cheyenne Kautz, Corrections Officer, effective December 13, 2022

Expenditures:

Approve the following expenditures for the period December 10 through December 23, 2022:

General Fund Total	\$ 2,724,048.57	
General Fund	\$ 1,713,420.64	
Payroll – Week #51	\$ 1,010,627.93	
Children & Youth Services	\$ 227,057.90	
HazMat Fund	\$ 153.69	
Commissary Fund	\$ 2,608.96	
Records Management	\$ 3,155.00	
American Rescue Plan Act 2021	\$ 5,000.00	
Capital Project - Reserve	\$ 3,675.00	
Capital Projects	\$ 88,742.88	
911 Fund	\$ 273,576.84	
Internal Service Fund	\$ 790,724.60	

- Expenditures for the period December 24, 2022 through January 6, 2023:

General Fund Total	\$ 1,611,103.73	
General Fund	\$ 524,103.83	
PCard Payment	\$ 7,308.14	
Payroll – Week #1	\$ 1,079,691.76	
Children & Youth Services	\$ 90,614.80	
Liquid Fuels	\$ 3,003.07	
HazMat Fund	\$ 42.00	
CDBG	\$ 38,371.18	
Commissary Fund	\$ 1,518.62	
Records Management	\$ 1,687.50	
Capital Project - Reserve	\$ 9,900.00	
Capital Projects	\$ 55,838.62	
911 Fund	\$ 31,748.39	
Internal Service Fund	\$ 243,865.31	

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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: