

**WEDNESDAY, FEBRUARY 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 Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Albert Penksa, Court Manager; John Hartzell, Solicitor; Molly Mudd, Assistant Solicitor; Steve Renner, Controller; Molly Mudd, Assistant Solicitor; President Judge Michael A. George; Don Fennimore, Court Administrator; Michele Miller, HR Director; Melissa Devlin, Finance Director; Sherri Clayton-Williams, Planning Director; Ellen Dayhoff, Resource Manager; Harlan Lawson, Economic Development Specialist; Sarah Finkey, Children & Youth Administrator; Daryl Crum, Tax Services Director; Barbara Walter, Chief Assessor; Tyler Hertzog, Tax Claim/Assessment Specialist; Sue Miller; Assistant Chief Assessor; News Reporters Vanessa Pellechio, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

**Pledge of Allegiance**

**Minutes:**

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

Motion carried.

**Executive Session:**

Executive Session will be called at the discretion of the Board of Commissioners to discuss attorney client privilege, and personnel issues.

**Proclamation:**

Mr. Martin moved, seconded by Mr. Qually, to approve and proclaim the week of February 10-17, 2018 as "**COURT REPORTING AND CAPTIONING WEEK 2018**" in Adams County.

Motion carried.

**Public Comment:**

No Public Comments/Questions were addressed to the Board at this time.

**Children & Youth Services:**

With recommendation from Sarah Finkey, Children and Youth Services Administrator, and Laura Rowland, Executive Director of the Department of Probation Services and after the approval of President Judge Michael George and review by Assistant Solicitor Molly Mudd, Mr. Qually moved, seconded by Mr. Martin, to approve the Memorandum of Understanding for Shared Case Responsibility between Children and Youth Services and the Department of Probation Services outlining the duties and responsibilities of the parties. The purpose of the Memorandum of Understanding is to acknowledge the shared vision and commitment of the departments to respond to the needs of and improve the outcomes for youth who have contact with both agencies.

Motion carried.

**Controller:**

With recommendation from Beth Cissel, Deputy Controller, Mr. Qually moved, seconded by Mr. Martin, to approve a Contract Amendment with Zelenkofske Axelrod (ZA) with regards to the 2017 Audit for increased levels of service for the new GASB Statements; debt transaction and the CAFR. This Contract Amendment will not exceed \$11,000.

Motion carried.

**Tax Services:**

- With recommendation from Chief Assessor Barbara Walter, Mr. Martin moved, seconded by Mr. Qually, to approve a Disabled Veterans Real Property Tax Exemption Certification for Lisa M. Sergeant, 1745 Barlow-Two Taverns Road, Gettysburg, PA, Mt. Joy Township, Parcel #30H16-0053---000, consisting of a one-story residence, residential outbuildings and .49 acres, beginning with the 2018 County/Municipal taxes.

Motion carried.

- With recommendation from Daryl Crum, Director, Mr. Martin moved, seconded by Mr. Qually, to approve the Tax Claim Final Repository Sales for Unsold Properties as follows:

Parcel ID	PROPERTY LOCATION	CURRENT OWNER	PURCHASER NAME	address line 1	address line 2	bid
25AA0-0032---000	43 RIST TRL	BRICK POINT CONSTRUCTION*	HILLSBORO INLET, LLC	301 THELMA DR #505	CASPER, WY 82609	\$2,100.00
25AA0-0114---000	21 STRAUSBAUGH TRL	BRICK POINT CONSTRUCTION*	SETH ANDREW KEARCHNER	22 STRAUSBAUGH TRL	FAIRFIELD, PA 17320	\$2,200.00
38H10-0017---163	1760 SHRIVERS CORNER RD LOT #163	TAMMAC CORP	RICHARD H. TRASK	50 CALIFORNIA ST, SUITE 1500	SAN FRANCISCO, CA 94111	\$300.00
41K18-0041---002	1345 PINE GROVE RD	HAYWARD A SHAW	RICHARD H. TRASK	50 CALIFORNIA ST, SUITE 1500	SAN FRANCISCO, CA 94111	\$300.00
43003-0058---000	12 NORTHERN PIKE TRL	RANDY LEE JONES	HILLSBORO INLET, LLC	301 THELMA DR #505	CASPER, WY 82609	\$2,500.00
43019-0016---000	42 ULTRA TRL	ALPINE RESORTS INC	Bernie Dufrene	305 N Homestead Dr	Landisville, PA 17538	\$500.00
43019-0029---000	24 PLAIN VIEW TRL	MILES S CURTIS	Bernie Dufrene	305 N Homestead Dr	Landisville, PA 17538	\$800.00
43022-0208---000	87 SKYLARK TRL	RANDY J SMITH	HILLSBORO INLET, LLC	301 THELMA DR #505	CASPER, WY 82609	\$900.00
43035-0012---000	6 DOVE TRL	ALPINE RESORTS INC	HILLSBORO INLET, LLC	301 THELMA DR #505	CASPER, WY 82609	\$2,100.00
43038-0028---000	43 PARTRIDGE TRL	JOANNE BENANTI	DAMION SCOTT	1207 N 2ND ST, APT 1	HARRISBURG, PA 17102	\$500.00
43039-0012---000	8 TIGER TRL	RICHARD J SLECHTER	DAMION SCOTT	1207 N 2ND ST, APT 1	HARRISBURG, PA 17102	\$800.00

Motion carried.

**Planning/Ag Land Preservation:**

With recommendation from Ellen Dayhoff, Rural Resource Manager, Mr. Qually moved, seconded by Mr. Martin, to approve the following changes to the Adams County Agricultural Land Preservation Program Guidelines:

- Offers: Shall be 90% of the appraised Easement Value and shall not exceed \$3,000/acre
- Increase Stewardship Scores from 15 to 25 points
- Lower Human Resources from 10 to 5
- Eliminate Duration of Ownership and add Century Farm Status to revised Historic/Scenic/Environmental Qualities
- Proximity to streams from 10 to 20; on-site disposal soils from 30 to 20

Motion carried.

2013 Community Development Block Grant (CDBG):

With recommendation from Harlan Lawson, Economic Development Specialist, Mr. Martin moved, seconded by Mr. Qually, to approve and authorize Chairman Randy L. Phiel to sign Contract Addendum Number 1 to the Subrecipient Agreement between the County of Adams and Survivor’s Inc. for electrical improvements, to be funded under the 2013 CDBG funding in the amount of \$15,507.00, which corrected the error on the Subrecipient Agreement signed in 2014.

Motion carried.

**Personnel Report:**

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

Courts – Employment:

- Nicholas Moorhead and Danielle Wieland, Probation Officers 1, effective February 26, 2018

Separation of Employment and permission to post:

- Elizabeth Males, Telecommunicator, effective February 8, 2018
- Rescind the offer of employment to Anthony Johnson, Corrections Officer, effective February 26, 2018

Motion carried.

**Expenditures:**

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period January 29, 2018 through February 9, 2018:

General Fund Total	\$ 1,777,062.88
General Fund	\$ 887,240.76
PCard Payment	\$ 4,648.75
Debt Service Payments	\$ 10,896.35
Payroll	\$ 874,277.02
Children & Youth Services	\$ 318,283.27
Liquid Fuels	\$ 111,384.63
Law Enforcement	\$ 75.00
Commissary Fund	\$ 8,910.85
Records Management	\$ 3,155.00
Hotel Tax Fund	\$ 69,620.67
Coroner VISA	\$ 100.00
Human Services	\$ 7,641.63
Human Services Building	\$ 14,131.02
911 Fund	\$ 41,412.93
Internal Service Fund	\$ 302,576.74

Motion carried.

**Other Business:**

No Other Business was brought before the Board at this time.

**Salary Board Meeting:**

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

**Executive Session:**

Board Chairman Phiel called for an Executive Session at 9:47 a.m. this date.

**Meeting Reconvened:**

Board Chairman Phiel reconvened the Commissioners Meeting at 11:20 a.m. this date to discuss additional business.

**Adjournment:**

Mr. Qually moved, seconded by Mr. Martin, to adjourn the Commissioners' Meeting at 11:23 p.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman  
Chief Clerk