

WEDNESDAY, JULY 26, 2023:

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. at the Adams County Courthouse, Historic Courtroom and via conference call with Chairman Randy L. Phiel presiding. Others in attendance: Commissioners James E. Martin and Marty Karsteter Qually; Steve Nevada, County Administrator; Sean Mott, Assistant 1st Solicitor; Michele Miller, HR Director; Candi Clark, Court HR Generalist; Melissa Devlin, Budget & Purchasing Director; Phil Swope, Budget & Purchasing Assistant Director; Todd Garrett, Budget Analyst II; Susan Miller, Chief Assessor; Deana Duvall, Grants Coordinator; those participating by phone: Phil Walter, CIO; Sherri Clayton-Williams, Planning Director; Sarah Finkey, CYS Administrator; Tammy Myers; News Reporters Judy Seniura, *Gettysburg Connections* and Vanessa Pellechio Sanders, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Qually, to approve the Minutes of the July 12, 2023 Commissioner's Meeting as presented.

Motion carried.

Sachs Covered Bridge Presentation:

At this time Board Chairman Phiel recognized Larry Steinour, Director of Building & Maintenance. Director Steinour noted the County was notified by the Theodore Burr Covered Bridge Society that they were interested in painting the Sach's Bridge at no cost to the County. In attendance at the meeting was Bob Kuether, President, Theodore Burr Covered Bridge Society, and Judy Kuether; Jim & Gloria Smedley, Treasurer of the National Society for the Preservation of Covered Bridges. Mr. Kuether announced they will begin painting and adding fire retardant to the bridge on August 5, 2023 and with their volunteers it should take approximately five days to complete. The group presented a check to the Board of Commissioners in the amount of \$5,000 as a donation from the National Society for the Preservation of Covered Bridges to help cover the costs.

Public Comment:

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

2019 Community Development Block Grant (CDBG) Public Hearing:

Chairman Phiel called the 2019 Community Development Block Grant Public Hearing to order at 9:20 a.m. At this time, he recognized Deana Duvall, Grants Coordinator for the Planning Department. Ms. Duvall announced that this is the date and time advertised to hold a public hearing to provide an opportunity to receive public comment on the proposed 2019 CDBG Program Budget Modification and for the Board of Commissioners to approve the submission of the Budget Modification to the Department of Community & Economic Development. With this submission Adams County intends to remove \$23,660.00 from the PICPI Homebuyer Assistance Project and add the \$23,660.00 to the Biglerville Third and Fourth Street Sewer Line Replacement Project.

Chairman Phiel asked if there were any comments from the Board members. Commissioner Qually noted this is a tough time for the housing market and it makes it difficult to find affordable housing and to find eligible applicants for homebuyer assistance. Commissioner Martin agreed and noted Biglerville Borough is facing an approximately \$2M sewer project and these funds will help.

Chairman Phiel asked if there was any public comment to be received. The record shall show no public comment was received at this time. Chairman Phiel declared the public hearing adjourned at 9:23 a.m. this date.

Meeting Reconvened:

Chairman Phiel reconvened the Commissioners Public Meeting at 9:24 a.m. this date.

2019 Community Development Block Grant (CDBG):

Mr. Qually moved, seconded by Mr. Martin to approve the submission to the Department of Community & Economic Development the 2019 CDBG Program Budget Modification to remove \$23,660.00 from the PICPI Homebuyer Assistance Project and add the \$23,660.00 to the Biglerville Third and Fourth Street Sewer Line Replacement Project.

Motion carried.

Planning:

With a recommendation from the Adams County Broadband Taskforce, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners issue a formal letter of support for Comcast's application to the Capital Funds Broadband Infrastructure Project. Mr. Qually noted it is a goal to have all businesses and residents have broadband service, no matter where they live. Commissioner Martin agreed and this will help to keep the project moving forward.

Motion carried.

IT Department:

With recommendation from Phil Walter, CIO, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve and designate Chairman Randy L. Phiel to sign the following:

- Quote #1021324 from Link Computer Corporation, a Pennsylvania Company, for the renewal of the maintenance subscription for the PRTG application of 500 sensors within the County network. The PRTG tool sends notifications to IT staff when there are problems or unusual metrics with network equipment. This Quote is made pursuant to CoStars Contract #006-E22-223. The term of the Agreement is July 21, 2023 through July 21, 2024. Total cost to the County is \$435.00.

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, Mr. Martin moved, seconded by Mr. Qually, to approve the following 2023-2024 Contracts: The Adams County Children's Advocacy Center; Family First Health; Penn State Health Milton Hershey; Easter Seals; DMP Consulting; Cornell Abraxas Group, LLC; Children's Aid Society Southern PA District of Brethren; Folium Inc., dba Laurel Life Services; Substance Abuse Services, Inc. dba The Rase Project; Franklin Family Services; Commonwealth Clinical Group; Soul Meets Body Treatment Center; Valley Youth House; Children's Home of York

Motion carried.

Tax Services:

With recommendation from Susan Miller, Assistant Director/Chief Assessor, Mr. Qually moved, seconded by Mr. Martin, to approve the exemption of personal taxes for the following who have met the guidelines of County policy: Irene Baugher, Cumberland Township; Junior Campbell, Mary Contino, Harrison Fair, Dolly Hamm and Chan-Sie Liou all of Oxford Township; Mazie Flichman, Straban Township.

Motion carried.

Security Department:

With recommendation from Mark Masemer, Director and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners designate Chairman Randy L. Phiel to approve Quotation No. JCM-4037CC1r2 from Sage Technology Solutions, of Mount Joy, PA. This quote provides two (2) new security cameras and exacqVision licenses for the lobby and rear entrance of the Courthouse and is being made pursuant to Co-Stars Contract #040-E22-170. It is further recommended that the Board sign the Terms and Conditions, which incorporates the County's standard terms and conditions into the Agreement. This quote is effective July 26, 2023. Total cost to the County is \$1,076.00.

Motion carried.

Human Resources:

Mr. Qually moved, seconded by Mr. Martin, to approve the following:

- Recommendation from Michele Miller, Director, to withdraw the proposal from Cross & Crown, of Chambersburg, PA, to undertake a Digital Marketing Recruitment Campaign on behalf of the County.
- Recommendation from Danette Laughman, Assistant Director of Human Resources, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners sign the Professional Services Agreement with Psychologist Andrew Wolanin, of Bala Cynwyd, PA. Dr. Wolanin will conduct pre-employment psychological evaluations for the Sheriff's department and Fitness for Duty evaluations for Human Resources. The term of the Agreement is two (2) years, commencing on July 26, 2023 and terminating July 25, 2025. The County will be charged \$425.00 per pre-employment evaluation and an hourly rate of \$250.00 for Fitness for Duty evaluations.

Motion carried.

Personnel Report:

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

Court Administration:

- Separation of employment for Patti Sheely, Administrative Assistant, MDJ Harvey, effective July 28, 2023

Domestic Relations:

- Employment of Chelsea Abreu Carbajal, Conference Officer Paid Intern, temporary from July 17, 2023 to December 15, 2023, up to 29.5 hours per week, effective July 17, 2023

Probation Services:

- Separation of employment for Gale Kendall, Chief, effective August 4, 2023

Sheriff:

Employment of Tina Antkowiak, Deputy Sheriff, effective July 17, 2023.

Children & Youth Services:

Recommendation from Sarah Finkey, Administrator, to approve the employment of Elizabeth Rhoads, Caseworker 1-Family Support, effective July 24, 2023.

Victim Witness:

Recommendation from Samantha Hoffman, Director, to approve the employment of Skylar Wheeler, Direct Service Advocate, effective July 31, 2023.

Department of Emergency Services:

Recommendation from Warren Bladen, Director, to approve employment of Diana Macklin, Telecommunicator, effective July 11, 2023 and Brett Allison, Part time as needed Telecommunicator, effective July 11, 2023.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman to approve the following:

- Promotion of the following: from Corrections Officer to Lieutenant for Billy Livingston and Christopher Lupo and from Corrections Officer to Lead Security Lieutenant for James Leete, all effective July 31, 2023.
- Revised date of hire for LaMaur Stephens, Corrections Officer, from July 10 to August 7, 2023

Separation of Employment with permission to post:

- Melissa Cree, Customer Service Assessor, effective July 28, 2023
- Chad Evans, Court IT Coordinator & Support Specialist, effective August 1, 2023

Motion carried.

Expenditures:

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period July 10, 2023 through July 21, 2023:

General Fund Total	\$ 1,713,410.23
General Fund	\$ 623,243.41
Payroll – Week #29	\$ 1,090,166.82
Children & Youth Services	\$ 163,731.19
Liquid Fuels	\$ 19,271.40
HazMat Fund	\$ 139.61
Commissary Fund	\$ 2,145.17
Records Management	\$ 3,155.00
Hotel Tax Fund	\$ 272,787.89
Human Services	\$ 17,200.00
Capital Projects	\$ 61,136.74
911 Fund	\$ 6,617.62
Internal Service Fund	\$ 199,568.35

Motion carried.

Other Business:

- County Administrator Steve Nevada announced the next Commissioner’s Public meeting will be held on Thursday, August 10, 2023, at 11:30 a.m.

Salary Board Meeting:

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

Adjournment:

Mr. Qually moved, seconded by Mr. Martin, to adjourn the Commissioner’s Meeting at 9:46 a.m. this date.

Motion carried.

Respectfully submitted,



Paula V. Neiman
Chief Clerk