

AGENDA, WEDNESDAY, JULY 22, 2026:

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

Pledge of Allegiance

Minutes:

Approve the July 8, 2026 Commissioners' Meeting Minutes 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.*

Proclamations:

- **"PRETRIAL, PROBATION, AND PAROLE SUPERVISION WEEK"**
July 19 – 25, 2026
- **"CHILD SUPPORT ENFORCEMENT AWARENESS MONTH"** – August 2026

Probation Services:

Recommendation from Chief Kristi Fields, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Grant Application to the PA Commission on Crime and Delinquency (PCCD) for \$240,028.00 in State Justice Reinvestment Initiative 2 (JRI-2) funds (Grant No. 2025-JC-ST 49670). The funds will be used to strengthen evidence-based community supervision by expanding staff training, modernizing the adult probation case management system, validating the county's risk/needs assessment tool, and replacing outdated CPIN biometric equipment. The project period begins April 1, 2026, and ends March 31, 2029.

Children & Youth Services:

Recommendation from Administrator Jessica Coy, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the CWEL Agreement with the University of Pittsburgh and Melissa Tolbert. This Agreement outlines the responsibilities related to the admission of Ms. Tolbert, a CYS employee, to the Child Welfare Education for Leadership Program (CWEL) for the purpose of obtaining her Masters in Social Work through the University of Pittsburgh. There are no additional costs to the County. This Agreement is effective July 22, 2026.

- Approve the following 2026-2027 Purchase of Service Agreements: The Bair Foundation; Community Specialist Corp. DBA The Academy; Roger Bruce Kelly

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Planning Department:

- Recommendation from Sherri Clayton-Williams, Director, on behalf of the Housing Committee, to approve funding from the Act 137 Affordable Housing Trust Fund Grant Program in the amount of \$90,000.00 to Servants, Inc., an organization providing housing rehabilitation for eligible low-income residents of Adams County and to initiate the Grant Agreement process for final approval at a future scheduled meeting of the Board of Commissioners.
- Recommendation from Director Sherri Clayton-Williams, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve two (2) Amendments to the October 7, 2025, Unified Planning Work Program Agreement (No. C920001360) with the PA Department of Transportation ("PennDOT"). These Amendments increase the salary schedule for County staff performing work on behalf of PennDOT and lowers the indirect cost rate from 17.47% to 15.79%. The Amendments are effective July 22, 2026.

Tax Services:

Recommendation from Susan Miller, Assistant Director/Chief Assessor to approve the Disabled Veterans Real Property Tax Exemption Certification for Parcel #09F10-0101 for a home on 1.27 acres located in Cumberland Township, effective with the 2026-2027 School Taxes:

Information Technology:

Recommendation from CIO Phil Walter, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve:

- SHI Quote #27687058 approved at the July 8, 2026 Commissioners' meeting needs to be amended to correct the cost to the County. Recommendation from CIO Phil Walter to approve and amend the approval of the Quote with SHI International Corp., to reflect the cost per license is \$620.17 and the total cost to the County for the 46 SQL Server Standard Core licenses is \$28,527.82.

Department of Emergency Services:

Recommendation from Director Warren Bladen, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Agreement with Hyper-Reach Technology for provision of the Hyper-Reach notification system. This system allows the County to send notifications, including emergency communications and weather alerts, to any number of participating recipients, twenty-four hours per day, seven days per week. This Agreement is made pursuant to the General Services Administration Contract No. GS-35F-072CA. The term of the Agreement is thirty-six months. Total cost to the County is \$67,200.00, which shall be paid in annual installments of \$22,400.00.

Adams County Adult Correctional Complex:

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, that the Board approve submission of the Medication-Assisted Substance Use Treatment Grant Program application to the PA Commission on Crime and Delinquency (PCCD). The application seeks \$97,953 in state funds to continue the Medication-Assisted Treatment (MAT) program (“Transition to Recovery”) at the Adult Correctional Complex, supporting FDA-approved medications along with Carey Guides electronic subscriptions for cognitive behavioral treatment. The project period runs from July 1, 2026, through June 30, 2028.

Commissioners:

- Per the IRS Mileage Increase, approval to raise the mileage rate to \$.76/mile, effective July 1, 2026.

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

- Deed between the County of Adams and the Adams County Industrial Development Authority (IDA) and accept the accompanying HUD-1 Settlement Statement for the conveyance of the Oak Lawn cemetery property located at 1380 Chambersburg Road, Gettysburg. The Deed conveys approximately 15.8142 acres (Lot 1 on the Final Subdivision Plan of Oak Lawn Memorial Gardens) from the County to the Authority for consideration of one dollar, subject to all existing covenants and easements. The HUD-1 Statement reflects settlement charges including a \$71.25 recording fee to the Adams County Recorder of Deeds. The Deed and HUD-1 Statement are effective July 9, 2026.
- First Amendment to Purchase Agreement – This Amendment to the original March 5, 2025 Purchase Agreement with the IDA separates the timing of the conveyance for Lot 1 (burial grounds) and Lot 2 (economic development parcel), allowing Lot 2 to be sold earlier to Lincoln Estates LLC, while Lot 1 awaits transfer to the Oak Lawn Foundation. Lot 1 will be conveyed with the accompanying Operation and Maintenance Funds established through Resolution 2 of 2026 to Oak Lawn Foundation. This Amendment is effective July 10, 2026.
- Contract Change Order No. 1 with Lobar Site Development Corporation, of Dillsburg, PA, for Maintenance Repairs of Forty County Bridges. This Change Order reflects a \$52,640.75 increase to the contract price for additional work to County-owned bridges, including installation of new or revised bridge weight limit signs due to updated bridge inspection load ratings, crack sealing, concrete repairs, and steel repairs. The Change Order is effective July 22, 2026. Total adjusted cost to the County is \$843,331.20.

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Personnel Report:

Courts:

- Domestic Relations:

Employment of the following effective July 27, 2026: Deborah Ernst, Conference Officer; Emily Fronczek, Conference Officer; Andrea Crouse, Administrative Professional I; Celeste Kelly, Administrative Professional I

- Probation Department – Separation of employment for Kelly Yost, Intern Probation Officer, effective June 18, 2026

Sheriff Department:

- Promotion from Operations Sergeant to Operations Lieutenant for Norman McNeal; Promotion from Administrative Corporal to Acting Chief Deputy for Bryan Stehle, both effective July 13, 2026

Clerk of Courts:

- Promotion from Docketing Deputy Clerk to Court Specialist 1 for Krista Bradeis; Promotion from Collections Deputy Clerk to Court Specialist 1, for Lauren Westbrook, both effective July 13 2026

Employment Offers – pending successful completion of all required pre-employment screenings:

Building & Maintenance:

- Carl Sparks, Custodian, Part Time Regular, 25 hours/week, effective July 20, 2026

Adams County Adult Correctional Complex:

- Correctional Officers: Kenneth Eyler, Benjamin Fusselman, Mark Jenkins, Justin Smith, effective August 3, 2026
- Autumn Reed, Unpaid Internship, 30 hours/week, effective July 13, 2026

Separation of Employment with permission to post:

- Vincent Grippa, Custodian, effective July 23, 2026
- Sharon McElhose, Support Deputy Clerk, Clerk of Courts, effective July 17, 2026
- Georgina Aguirre Lopez, Paid Intern, Public Defender's Office, effective July 13, 2026
- Meaghan Baccala, Legal Assistant, District Attorney's Office, effective July 27, 2026
- Alyna Clark, Direct Service Advocate I, Victim Witness, effective July 14, 2026
- Hilda Negura, Correctional Program Specialist, effective July 17, 2026
- Rescind the offer of the Unpaid Internship for Autumn Reed, effective July 13, 2026
- Rescind the offer of employment to Wendy Ott, Correctional Program Specialist, effective August 3, 2026

Expenditures:

Approve the following expenditures for the period July 6, 2026 through July 17, 2026:

General Fund	\$ 501,474.71
Payroll – Week #29	\$ 1,203,284.36

Total General Fund	\$ 1,704,759.07
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Expenditures cont'd:

Children & Youth Services	\$ 122,057.72
HazMat Fund	\$ 1,193.92
Law Enforcement	\$ 2,378.20
Commissary Fund	\$ 2,382.91
Hotel Tax Fund	\$ 428,872.18
Parks, Recs & Green Space Prgm.	\$ 49,332.00
Capital Project-Reserve	\$ 173.75
911 Fund	\$ 1,585.27
Internal Service Fund	\$ 440,471.87

Total Special Funds	\$1,048,447.82
Total Expenditures	\$2,753,206.89

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: