

WEDNESDAY, OCTOBER 15, 2025:

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; Lindsey Ringquist, Assistant Solicitor; Tammy Myers, Controller; Danette Laughman, Acting HR Director; Candi Clark, Court HR Generalist; Melissa Devlin, Director of Budget & Purchasing; Phil Swope, Assistant Director of Budget & Purchasing; Warren Bladen, Director of Department of Emergency Services; Staff from Department of Probation Services; Phil Walter, CIO (phone); News Reporter Liz Caples, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Phiel, to approve the October 1, 2025 Commissioners' Meeting Minutes as presented.

Motion carried.

Presentation:

Chairman Phiel recognized Chief Kristi Fields, Probation Department. Chief Fields thanked Ron Kriel for his 24 years of service in the Probation Department. She noted in the beginning they worked together as partners and Mr. Kriel always had his best interest in mind for the youth he encountered. His degree is in Education, which benefited the youth, and he was always a team player. He will be missed. President Judge Campbell noted his quarter century of service to youth in Adams County. This is an extraordinary and difficult service to improve the lives of juvenile youth. Mr. Kriel's intervention has benefited many of youths in our community. Commissioner Martin was thankful that he decided to leave Abraxas to Adams County to work as a probation officer and thanked him for his 24 years of service. Commissioner Qually noted the importance of an educational perspective to bring to the county and working as a team to help our community. Chairman Phiel noted the difference he has made to the youths in our community, and we appreciate and applaud you for your service.

Mr. Kriel noted that time goes by fast and you do not realize how long you have been in your career. The community connection was appreciated, and he thanked the county and everyone for all the words of kindness that was provided today.

Presentation:

Chairman Phiel recognized Michael Pisana, Business Manager with WellSpan WellFlight, who was attending today to present to the Board of Commissioners a plaque – "We honor you for your commitment to establish a life-saving resource o the citizens of Adams County and the surrounding areas". They are thankful and appreciate the opportunity to be here in Adams County. During their 5th year anniversary celebration, they had several patients that they medevac attend. Chairman Phiel noted Adams County is grateful to have this service available. Health, safety and welfare of our community is very important to us.

Proclamation:

- Mr. Martin moved, seconded by Mr. Qually, to adopt and proclaim October 25, 2025 as "NATIONAL PRESCRIPTION DRUG TAKE BACK DAY" in Adams County. This proclamation was presented to Aaron Zipp, Collaborating for Youth.

Motion carried.

Public Comment:

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

Office of the Controller:

With recommendation from Deputy Controller Beth Cissel, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the quote from CentralSquare for the provision of 24 hours of Cognos Analytics training for the Finance System Support Analyst. The quote is effective October 15, 2025. Total cost to the County is \$5,220.00.

Motion carried.

District Attorney:

With recommendation from District Attorney Brian Sinnett, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners sign the Addendum to the License and Maintenance Agreement with Corrections Development, Inc. (CDI), which extends the term of the Agreement to December 31, 2026. This Agreement provides for maintenance, upgrades, and support for the DA's criminal justice records management system. Total cost to the County is \$5,740.00.

Motion carried.

Tax Services:

With recommendation from Susan Miller, Assistant Director/Chief Assessor, Mr. Qually moved, seconded by Mr. Martin, to approve the following Disabled Veterans Real Property Tax Exemption Certifications, effective with the 2026 County/Municipal Taxes:

- Parcel #36K07-0061 for a home on .72 acres located in Reading Township
- Parcel #36108-0020 for a home on .36 acres located in Reading Township
- Parcel #12C11-0079 for a home on 10.43 acres located in Franklin Township
- Parcel #08033-0006 for a home on .40 acres located in Conewago Township

Motion carried.

Children and Youth Services:

With recommendation from Administrator Sarah Finkey, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners ratify the signatures of Chairman Randy L. Phiel on the 2026 Certificate of Compliance Renewal Application and Department of Human (DHS) Service Civil Rights Compliance Form. This documentation is required for CYS to obtain its 2026 DHS Compliance Certificate which must be issued yearly in compliance with 55 Pa.Code §3130. The Application and Form are effective October 14, 2025.

Motion carried.

Planning and Development:

With recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Pledge to America250PA – Bells Across PA Sponsor Agreement. This Agreement provides that Adams County will sponsor a bell for the Bells Across PA program as part of the America250PA celebration. The Bell will be hosted at the Beyond the Battlefield Museum and will be on display to the general public through December 31, 2026. The Bell will be included in the Bells Across PA Trail Map. The Agreement is effective October 15, 2025. Total cost to the County is \$10,000.00.

Motion carried.

Department of Emergency Services (DES):

With recommendation by Director Warren Bladen, 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 sign the quote from Witmer Public Safety Group, Inc., of Abbottstown, PA for Platinum Meter Service for an Altair 5 Gas Meter located at the DES Building. This Service provides for monthly inspection and calibration of the Meter. The term of the Agreement is one (1) year, commencing on October 15, 2025 and terminating October 14, 2026. Total cost to the County is \$716.00.

Motion carried.

Information Technology:

With recommendation by CIO Phil Walter, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the quote from the Center for Internet Security, Inc., for a membership with the Multi-State Information Sharing and Analysis Center (MS-ISAC). This membership provides the County with the services needed to receive notices regarding a range of cybersecurity issues. It is further recommended that the Board designate Chairman Randy L. Phiel to approve the Membership Agreement with MS-ISAC. The term of the Agreement is one (1) year, commencing on September 29, 2025 and terminating September 28, 2026. Total cost to the County is \$1,995.00.

Motion carried.

Commissioners:

- Mr. Martin moved, seconded by Mr. Qually, to authorize the advertisement for the Adams County Vehicle Bid Auction for five (5) vehicles plus one piece of equipment to be sold at public auction.

Motion carried.

- With recommendation from Lisa Moreno-Woodward, Deputy Chief Clerk, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners designate Chairman Randy L. Phiel to approve the Bridge Inventory and Inspection Activity Reimbursement Agreement with the Commonwealth of Pennsylvania, acting through the Pennsylvania Department of Transportation. This Agreement provides that the County will be reimbursed for 80% of the total eligible Project costs of Bridge Inventory and Inspection Activities for Federal-Aid Highway Projects from funds allocated by the Federal Highway Administration. The County will be responsible for the remaining 20% of the cost. It is further recommended that Chairman Phiel sign the Lobbying Certification Form and Disclosure of Lobbying Activities. The term of the Agreement is five (5) years, commencing on the date of last signature by the Commonwealth. Total cost of the Project shall not exceed \$1,078,544.30.

Motion carried.

Personnel Report:

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

Court:

- Probation Services – Retirement of Ron Kriel, Probation Officer, effective October 17, 2025; Amended start date from October 6, 2025 to November 17, 2025 for Gregory Young, Probation Officer.

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

Public Defender:

- Georgina Aguirre Lopez, Paid Legal Intern, effective October 8, 2025

Human Resources:

- Danette Laughman, from Assistant Director to Acting Director of Human Resources, effective October 1, 2025
- Lisa Chilcoat, from HR Manager Prison to Acting Assistant Director of Human Resources, effective October 1, 2025

Children & Youth Services:

- Amy Etner, Front Desk Coordinator, effective October 14, 2025
- Adams County Adult Correctional Complex – Corrections Officers: Benjamin Debelius, effective October 6, 2025

Separation of Employment with permission to post:

- Adams County Adult Correctional Complex: Corrections Officers – Douglas Brecht, effective September 30, 2025; Hansel Ortega, effective October 5, 2025; Mark Bauer, effective October 16, 2025; Sarah Smith, effective October 29, 2025
- Rescind offer of employment for Vanessa Flinchbaugh, Corrections Officer, effective October 6, 2025

Motion carried.

Expenditures:

Mr. Qually moved, seconded by Mr. Martin, to approve the following expenditures for the period September 29, 2025 through October 10, 2025:

General Fund	\$ 349,985.25
Payroll – Week #41	<u>\$ 1,121,567.99</u>
Total General Fund	\$ 1,471,553.24
Children & Youth Services	\$ 228,253.18
Liquid Fuels	\$ 3,441.99
HazMat Fund	\$ 2,740.00
Commissary Fund	\$ 5,108.68
Act 137 (Affordable Housing)	\$ 6,295.09
Hotel Tax Fund	\$ 273,583.89
Coroner VISA	\$ 600.00
Opioid Settlement	\$ 4,701.44
Capital Projects	\$ 28,000.00
911 Fund	\$ 25,769.24
Internal Service Fund	<u>\$ 14,633.82</u>
Total Special Funds	\$ 593,127.33
Total Expenditures	\$2,064,680.57

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.

Adjournment:

Mr. Martin moved, seconded by Mr. Qually, to adjourn the Commissioners' Meeting at 9:47 a.m. this date.

Motion carried.

Respectfully submitted,



Paula V. Neiman
Chief Clerk