

AGENDA, WEDNESDAY, MAY 27, 2026:

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

Pledge of Allegiance

Minutes:

Approve the May 13, 2026 Commissioners' Meeting Minutes as presented.

Proclamations:

- **“LIBRARY SUMMER QUEST”** – June through August 2026

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.*

Court Administration:

Recommendation from President Judge Campbell, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve and sign the Independent Contractor Agreement between the 51st Judicial District, Adams County Court of Common Pleas, Donald Fennimore and the County of Adams for consulting services to be provided to the Court at the rate of \$90.00/hour not to exceed \$35,000.00 for a term of one (1) year effective June 1, 2026.

Domestic Relations:

Recommendation from Director Kelly Carothers, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Order Form from LinkedIn Corporation for LinkedIn Learning Hub for Government. This solution offers training topics including professional development, soft skills, customer service practices and accounting. The term is six (6) months, commencing on June 30, 2026 and terminating December 29, 2026. Total cost to the County is \$3,150.00.

Treasurer:

Recommendation from Treasurer Christine Redding, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the two following intergovernmental agreements related to the collection of taxes in Arendtsville Borough and Bendersville Borough:

- **Arendtsville Borough Tax Collector Agreement** – This Agreement provides that the County will collect municipal and county taxes on behalf of Arendtsville Borough due to a vacancy in the local tax collector position through December 31, 2027, or until a new tax collector is elected, whichever comes first. It is further

Treasurer cont'd:

recommended that the Board approve Resolution No. 3 of 2026 which effectuates this Agreement pursuant to the PA Intergovernmental Cooperation Law. The Agreement and Resolution are effective May 27, 2026.

- Bendersville Borough Tax Collector Agreement - This Agreement provides that the County will collect municipal and county taxes on behalf of Bendersville Borough due to a vacancy in the local tax collector position through December 31, 2027, or until a new tax collector is elected, whichever comes first. It is further recommended that the Board approve Resolution No. 4 of 2026 which effectuates this Agreement pursuant to the PA Intergovernmental Cooperation Law. The Agreement and Resolution are effective May 27, 2026.

Children & Youth Services (CYS):

Recommendation from CYS Administrator Jessica Coy, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following Agreements with Avanco International, LLC, related to the Child Accounting and Profile System (CAPS):

- AFCARS Upgrade and Maintenance Agreement FY26-27 – Provides annual Adoption and Foster Care Analysis and Reporting System (AFCARS) upgrades, ongoing maintenance, and technical support for CAPS. The cost to the County is \$3,191.39 and is effective July 1, 2026, for a one-year term.
- CAPS Application Service Provider (ASP) Agreement FY26-27 – Provides CAPS system access, hosting, security, maintenance, and support for up to 65 authorized users. Cost is \$9,888.17 per quarter (\$39,552.68 per year) and is effective July 1, 2026, for a one-year term.
- HIPAA Business Associate Agreement (BAA) Addendum FY26-27 – Establishes required HIPAA privacy, security, and breach-notification obligations between the County and Avanco.
- Consulting Services Addendum FY26-27 – Provides the County with consulting services as may be needed for system analysis and related technical work for issues related to the CAPS software not otherwise covered by the other Agreements. Hourly rates vary by role with a not-to-exceed amount of \$30,000.00. This Agreement is effective July 1, 2026 for a one-year term.
- CWIS FY26-27 Maintenance Agreement – Provides annual CWIS upgrade development, technical support, and implementation linked to CAPS operations. Cost to the County is \$3,948.01 and is effective July 1, 2026, for a one-year term.

With recommendation from Jess Coy, Administrator I, to approve the Adoption Assistance Agreements with the following:

- E.C. on behalf of A.H. in the monthly subsidy amount of \$938.00/month
- E.C. on behalf of A.H. in the monthly subsidy amount of \$938.00/month

Information Technology:

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

- Designate Chairman Randy L. Phiel to sign the Master Subscription Services Agreement Statement of Work from ePlus Technology, Inc., for a subscription with a third-party cybersecurity monitoring firm. This Agreement is made pursuant to VHEPC Contract #UVA-AGR-IT-00178-EPLUS. The term is three (3) years, commencing on July 6, 2026 and terminating July 5, 2029. Total cost to the County is \$206,604.00, 70% of which will be reimbursed to the County from the State and Local Cybersecurity Grant Program.
- Designate Chairman Randy L. Phiel to sign the Master Customer Agreement with SR Business Systems for implementation of an AI-ready document processing pipeline. This solution will prepare digital documents for search, indexing, and AI-assisted retrieval. The term is five (5) years, commencing on May 27, 2026 and terminating May 26, 2031. Total cost to the County is \$119,633.00, with \$40,213.00 to be paid in the first year and \$19,855.00 to be paid in each remaining year of the Term. These funds will be reimbursed to the County from the Records Improvement Fund.

Building and Maintenance:

- Recommendation from Director Larry Steinour, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the ROV Inspection Statement of Services & Proposal for inspection of the Adams County Water Tower. It is further recommended that the Commissioners sign the Addendum to the Proposal, which incorporates the County's standard terms and conditions into the Agreement. The Proposal is effective May 27, 2026. Total cost to the County is \$1,850.00.
- Recommendation from Director Larry Steinour, in coordination with Department of Emergency Services Director Warren Bladen, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Proposal from G.R. Sponaugle, of Harrisburg, PA, for the replacement of two (2) roof-top HVAC units at the Department of Emergency Services Building. It is further recommended that the Commissioners sign the Addendum to the Agreement Price and Payment Terms, which incorporates the County's standard terms and conditions into the Agreement. This Proposal is made pursuant to COSTARS contract #008-E22-894 and is effective May 27, 2026. Total cost to the County is \$93,102.00.

Human Resources:

Recommendation from Director Danette Laughman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Proposal from ADP, Inc., for two (2) time clocks, one for the Adams County Adult

Human Resources cont'd:

Correctional Complex and one for the Department of Emergency Services, as well as annual maintenance plans for the clocks. The Proposal is effective May 27, 2026. Total cost to the County is \$7,150.00, which shall be reimbursed to the County from the County Commissioners Association of Pennsylvania (CCAP) Risk Management Grant.

Commissioners:

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

- Motor Vehicle Storage Lease with CS Davidson, Inc. This Agreement provides for the lease of a single parking space for County vehicles on West Middle Street in Gettysburg at a rate of \$40 per month. This Agreement is month-to-month until terminated by either party and is effective May 27, 2026.

Recommendation from County Administrator Steve Nevada, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners take the following public action:

- Resolve and Adopt Resolution No 2 of 2026 with respect to the elimination and prevention of blight and in relation to an economic development Project established for the purpose of perpetual care, maintenance and preservation of the burial grounds constituting the Oak Lawn Memorial Gardens in Cumberland Township, Adams County; and further designating certain proceeds held by the County as Restricted Project Funds to support the perpetual care, maintenance and preservation of the burial grounds, and for the proper care of veteran's graves and the protection of the public health, safety, and welfare through the preservation of this community burial ground, all in accordance with the Purchase Agreement and the First Amendment thereto, for the purpose of effectuating the Project.
- Approve the First Amendment to Purchase Agreement between the County, as Seller and the Adams County Industrial Development Authority, as Purchaser, for the sale and purchase of certain real property located in Cumberland Township known as Lot 1 Oak Lawn Burial Gardens, as part of a blight remediation and economic development Project, contemporaneous with the conveyance of funds for the operation and maintenance of The Burial Grounds.
- Professional Services Agreement with Daniel D. Worley, Esq., for Guardian Ad Litem services for Children & Youth Services. The County shall pay Counsel \$58,800.00 annually, as well as \$70.00 per hour for work related to the termination of parental rights in Orphans' Court and appellate proceedings. The Term of the Agreement is three (3) years, commencing on July 10, 2026 and terminating July 9, 2029.

AGENDA, WEDNESDAY, MAY 27, 2026

Personnel Report:

Courts:

Probation Services:

- Employment of Emma Taylor, Probation Officer, effective May 18, 2026
- Separation of employment for Kim Smith, Deputy Chief of Operations, effective June 5, 2026

Treasurer:

- Employment of Lisa Arnold, Assistant Deputy Treasurer I, effective May 18, 2026

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

Adams County Adult Correctional Complex – Corrections Officers: Anthony Golden, Samuel Rupert, Rowan Hollenbaugh, effective June 1, 2026

Separation of Employment with permission to post:

- Corrections Officers – Joshua Ervin, effective May 14, 2026; Lenetta Beverly, effective May 20, 2026; Evangeline Gingerich, effective May 25, 2026
- Rescind offer of employment for Dakota Mummert, Corrections Officer, effective June 1, 2026

Expenditures:

Approve the following expenditures for the period May 9, 2026 through May 22, 2026:

General Fund	\$ 1,508,818.67
Debt Service Payments	\$ 3,063,420.78
Payroll – Week #21	\$ 1,225,725.22
Total General Fund	\$ 5,797,964.67
Children & Youth Services	\$ 305,366.69
Liquid Fuels	\$ 4,839.85
HazMat Fund	\$ 46.80
CDBG	\$ 76,621.25
Commissary Fund	\$ 10,932.91
Hotel Tax Fund	\$ 204,708.59
Opioid Settlement	\$ 9,806.34
Capital Project-Reserve	\$ 9,688.40
Capital Projects	\$ 14,308.00
911 Fund	\$ 33,705.91
Internal Service Fund	\$ 151,688.60
Total Special Funds	\$ 821,713.34
Total Expenditures	\$6,619,678.01

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: