

### **WEDNESDAY, DECEMBER 17, 2025:**

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:02 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; Molly R. Mudd, Solicitor; Tammy Myers, Controller; Beth Cissel, Deputy Controller; Assistant Solicitor Lindsey Ringquist; Candi Clark, Court HR Generalist; Laura Rowland, Assistant Court Administrator; Melissa Devlin, Director of Budget & Purchasing; Phil Swope, Assistant Director of Budget & Purchasing; Daryl Crum, Tax Services Director; Sarah Finkey, ACCYS Administrator; Sherri Clayton-Williams, Planning Director; Phil Walter, CIO (phone); News Reporter Michael Cooper-White, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

### **Minutes:**

Mr. Martin moved, seconded by Mr. Qually, to approve the December 10, 2025 Commissioners' Meeting Minutes as presented.

Motion carried.

### **Public Comment:**

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

### **Court Administration:**

With recommendation from Court Administrator Don Fennimore, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the Technical Support and Software Maintenance Agreement with Judicial Systems, Inc. This Agreement provides maintenance and support for the Court's Jury2026Plus Administration Systems Product Suite at a total cost of \$11,049.48 annually. This Agreement is effective January 1, 2026, for a one-year period.

Motion carried.

### **Probation Services:**

With recommendation from Chief Kristi Fields, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the 2025-26 Intermediate Punishment Grant Application with the Pennsylvania Commission on Crime and Delinquency for \$89,997.00 in State IP/DARIP funds. Approximately half of the funds will support probation personnel and benefits, while the other half will be used for drug testing and assessment supplies. This Application is effective December 17, 2025. No County match is required.

Motion carried.

### **Prothonotary:**

With recommendation from Prothonotary Beverly Boyd, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve the following:

- Amendment #1 to the Master Services Agreement between the County and Teleosoft, Inc. This Amendment incorporates additional standard County terms into the Agreement. This Amendment is effective December 17, 2025.
- Renewal of the Annual Support Agreement with High Tech, a North Carolina company, which provides hardware and software support for public copying services. The term of the

Agreement commences on January 1, 2026 and terminates December 31, 2026. Total cost to the County is \$553.00.

Motion carried.

**Coroner:**

With recommendation from Coroner Francis Dutrow, 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 Proposal Number 156528 from Overhead Door Company of Harrisburg-York to replace rolling steel door slats and end locks on the overhead garage door at the Coroner's office. It is further recommended that the Commissioners sign the Addendum to the Terms and Conditions, which incorporates the County's standard terms and conditions into the Agreement. The Proposal is effective December 17, 2025. Total cost to the County is \$2,504.00.

Motion carried.

**Children & Youth Services:**

With recommendation from Sarah Finkey, Administrator, Mr. Qually moved, seconded by Mr. Martin, to approve the appointment of the following to the Adams County Children & Youth Services Advisory Board: Ann Crisci Perez; Amanda H. Wagner; Nancy Markle, Irene Q. Powell; Kathryn Yaroschuk and Katie Kirk.

Motion carried.

**Tax Services:**

With recommendation from Daryl Crum, 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 the renewal of the annual support agreement with High Tech, a North Carolina company, which provides hardware and software support for public copying services. The term of the Agreement commences on January 1, 2026 and terminates December 31, 2026. Total cost to the County is \$922.00.

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 to designate Chairman Randy L. Phiel to sign the following:

- Quote from ePlus Technology, Inc., a Virginia company, for renewal of the County's Splunk Enterprise License. The Splunk Enterprise product simplifies the logging, searching, and reporting of data from various parts of the County network into a central software package for analysis. This Quote is made pursuant to Omnia contract #R240303. The term of the License is one (1) year, commencing on December 12, 2025 and terminating on December 11, 2026. Total cost to the County is \$9,986.48.
- Quote from ePlus Technology, Inc., a Virginia company that is an authorized reseller of Cisco products, for capital equipment which will replace existing hardware that will soon reach end-of-life. This quote covers:
  - UCS M8, which will replace the current Cisco production server environment;
  - Core switches, which will replace two (2) core Cisco Nexus switches;
  - Firewall, which will replace the Department of Emergency Services legacy Cisco Adaptive Security Appliance; and
  - Professional Services: assistance throughout project with standup and configuration of these items.

This Quote is pursuant to Equalis contract #R10-1173B and is effective December 17, 2025. Total cost to the County is \$368,752.04.

- VLC Media Player be added to the IT department's list of approved Applications for County use. VLC is an open-source multimedia software that is used for basic video editing and playback purposes. This Application comes at no additional cost to the County.
- Ratify the State and Local Cybersecurity Grant Program (SLCGP) Application with the Pennsylvania Emergency Management Agency. This Applications seeks \$194,272.00 in grant funding through the SLCGP for the purpose of enhancing intrusion detection, asset intelligence, security awareness services, and vulnerability management solutions. A County match of \$83,258.00 (30% of SLCGP grant) will be required. This Application is effective December 15, 2025, for the coverage period of December 1, 2025, through November 30, 2028.

Motion carried.

**Adams County Adult Correctional Complex:**

With recommendation by Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Commissioners ratify the signature of Vice-Chairman James Martin on the Proposal from Security Fence Co. for the fabrication and repair of the receiving gate at the jail. This proposal is effective December 11, 2025. Total cost to the County is \$10,415.00.

Motion carried.

**Building and Maintenance:**

With recommendation from Larry Steinour, 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 Test and Inspection Agreement with BFPE International, Inc., a Maryland company, for testing and inspection of the fire protection system at Mercy House. It is further recommended that the Commissioners sign the Addendum to the Test and Inspection Agreement, which incorporates the County's standard terms and conditions into the Agreement. The term of the Agreement is three (3) years, commencing on November 13, 2025 and terminating on November 12, 2028. Total cost to the County is \$2,175.00.

Motion carried.

**Adams County Library System:**

With recommendation from the Adams County Library System Board of Directors, Mr. Martin moved, seconded by Mr. Qually, to appoint Kathleen Heidecker, to fill a three-year term on the Board as a Trustee.

Motion carried.

**Commissioners:**

With recommendation from Solicitor Molly R. Mudd that the Board of Commissioners approve the following:

- Solicitor Molly Mudd announced they received twelve (12) applications for funding through the Adams County Opioid Settlement Funds. The applications were reviewed by Sherri Clayton-Williams, Director of Planning and Lindsey Ringquist, Assistant Solicitor. Out of the twelve applications, seven (7) were selected to receive funding. The five (5) applications that did not make it today did not fit what the Opioid Trust was looking for. At this time Solicitor Mudd recognized Assistant Solicitor Ringquist who provided an overview of the grant and presented the seven proposed grant awards as follows:

## Adams County Opioid Settlement Funds Grant Program Funding Awards

- Club ODAT's One Day at a Time Recovery Club. This Club will provide a safe and stable location for recovery meetings for opioid use disorder and other substance use disorder, as well as a venue for sober recreation and spiritual development. Total Grant funding awarded is \$24,874.00.
- York/Adams Drug and Alcohol Commission's Recover with WellSpan program. This is an outpatient treatment program at the Adams County jail which assists residents in recovery from opioid use disorder and other substance use disorders with mental health and recovery services, including Medication-Assisted Treatment, recovery plans, and engagement with community programs. Total Grant funding awarded is \$67,367.81.
- Adams County Library System's Bookmobile. The Bookmobile will provide comprehensive wrap-around services for individuals in recovery from opioid use disorder, including addressing prevention needs of Adams County's youth, delivering drug prevention content, bringing critical services to isolated communities, and supporting local nonprofits. Total Grant funding awarded is \$828,848.00
- Conewago Valley School District's (CVSD) Opioid Awareness and Prevention program. Using the "Tall Cop" program, CVSD will educate students, staff, and families about the dangers of opioid misuse and provide critical prevention and response strategies. Total Grant funding awarded is \$24,500.00.
- Adams County Rescue Mission's Single Women's Shelter. This shelter will provide safe, stable housing and access to recovery-oriented support services for women, including treatment and recovery programs, counseling, life-skills training, and case management. Total Grant funding is \$65,000.00.
- The Nicholas House Sober Living's Recovery Navigation and Wraparound Support Pilot. This initiative will address the needs of individuals with current or recent opioid use disorder who are transitioning from crisis stabilization to sustained recovery, including a Direct On-Scene Response Team, a 24/7 toll free line with connection to a Certified Recovery Specialist, and individualized wraparound support. Total Grant funding awarded is \$100,000.00.
- Center for Behavioral Health York Comprehensive Treatment Center and Chambersburg Comprehensive Treatment Center's Adams County MAT Access and Transportation Initiative. This initiative will provide round trip Uber Health Transportation for thirty (30) Adams County residents to MAT intake services, as well as continued coverage of the per-patient-per-day rate for MAT services for approximately fifteen (15) Adams County residents for one year. Total Grant funding awarded is \$97,597.50.

The total grant funding awarded for all seven programs totals \$1,208,187.31.

Assistant Solicitor Ringquist noted this is a yearly grant program with the next round to start hopefully sometime mid-year and the County should receive an additional \$500,000 in the coming year.

Chairman Phiel announced this is significant for Adams County and appreciates the dedicated work from Director Clayton-Williams and Assistant Solicitor Ringquist. He would also like to recognize Solicitor Mudd who put in a lot of time at the beginning to bring this to where it is today. The Guidelines are strict and hopefully, the funds will benefit the organizations who receive funding.

Vice-Chairman Martin noted this is a unique aspect for each one of the organizations. If these programs are successful, they will be able to re-apply for funding and he welcomes this.

Commissioner Qually is excited about this program and thanked the staff for taking on this very complex process. This problem started in 1971 and the substance abuse and demand have increased. It is beneficial that we are looking more at education and recovery.

Solicitor Mudd noted these applications will need to be approved by the Opioid Trust Committee. It will be, at least, the second quarter of 2026 before we receive final approval from the Trust, Subrecipient Agreements prepared and payment made.

Mr. Martin moved, seconded by Mr. Qually, to approve the seven (7) proposed grant awards for funding through the Adams County Opioid Settlement Funds (ACOSF) Grant Program.

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to approve the Local Workforce Development Grant Agreement with the PA Department of Labor & Industry. This Agreement establishes the terms and conditions for up to \$48.4 million in Workforce Innovation and Opportunity Act grant funds to be distributed to counties by the PA Department of Labor through June 30, 2029. This Agreement is effective as of the last date approved by the Commonwealth.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve and sign the Agreement with Inetico, LLC d/b/a Valenz Care (“Valenz”) to appoint Valenz as the administrator for the KISx program, a carve-out elective medical procedure benefit for eligible employees. The administrative fee is \$4.75 per insured employee per month. It is further recommended that the Board approve the HIPAA Business Associate Agreement with Valenz for the purpose of outlining the responsibilities of the parties as it relates to Protected Health Information. These Agreements are effective January 1, 2026.

Motion carried.

- With recommendation from County Administrator Steve Nevada, and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners sign the Professional Services Agreement with Amy E.W. Ehrhart, Esq. Atty. Ehrhart will serve as Arbitrator for Adams County Children and Youth Services’ Alternative Dispute Resolution process. The term of the Agreement is five (5) years, commencing on December 17, 2025 and terminating December 16, 2030. Atty. Ehrhart will be paid a fee of \$2,000.00 per arbitration.

Motion carried.

**Adoption of the 2026 Adams County Budget:**

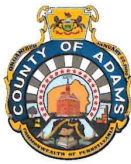
- Mr. Qually moved, seconded by Mr. Martin, to Approve and adopt the 2026 Adams County Budget and the 2026 Capital Budget as follows:

<b>ALL FUNDS</b>	<b>REVENUES</b>	<b>EXPENDITURES</b>
General Fund	\$72,616,454	\$77,562,417
Special Funds	\$16,370,447	\$16,370,447
Bridge Funds	\$ 881,868	\$ 881,868
Hotel Tax Fund	\$ 3,653,860	\$ 3,653,860
Subtotal	\$93,522,629	\$98,468,592
Reserves	\$ 4,945,963	--
<b>TOTAL COUNTY BUDGET</b>	<b>\$98,468,592</b>	<b>\$98,468,592</b>
<b>CAPITAL BUDGET</b>	<b>\$ 2,222,669</b>	<b>\$ 2,222,669</b>

Chairman Phiel noted the amount of time and work it takes to get to the budget that we present today is phenomenal. He thanked the staff in the Budget Department for their dedicated work in preparing this 2026 budget. Commissioner Martin thanked the Budget Department for working with each individual County Department and appreciates the periodic updates that are provided. Commissioner Qually noted budgets are tough. He thanked the various Departments for working to keep expenses down. If we do not increase taxes this year, next year will be tough. Our job is to continue to provide quality service even when things continue to rise.

Motion carried.

- Mr. Martin moved, seconded by Mr. Qually, to approve and adopt Resolution No. 17 of 2025 Establishing, Levying and Setting the Taxes and Tax Rates on Real Property and Persons for Fiscal Year 2026 as follows:



## Office of the Adams County Commissioners

117 Baltimore St., Room 201, Gettysburg, PA 17325-2391

PHONE (717) 337-9820 · FAX (717) 334-2091

Commissioners: Randy L. Phiel, James E. Martin, Marty Karsteter Qually

Chief Clerk: Paula V. Neiman | County Administrator: Steven A. Nevada

Solicitor: Molly R. Mudd, Esquire

### A RESOLUTION OF THE COUNTY OF ADAMS, COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING, LEVYING AND SETTING THE TAXES AND TAX RATES ON REAL PROPERTY AND PERSONS FOR FISCAL YEAR 2026

#### RESOLUTION NO. 17 OF 2025

**NOW THEREFORE, BE IT RESOLVED**, and it is hereby **RESOLVED**, by the County of Adams, Pennsylvania, by its governing body, the duly elected and incumbent Board of County Commissioners, Randy L. Phiel, James E. Martin, and Marty Karsteter Qually, as follows:

**1. Real Property Tax:** A tax be and the same is hereby levied on all real property within the said County subject to taxation for County purposes for the fiscal year 2026, pursuant to authority contained in the County Code, 16 P.S. § 1770, as follows: Tax rate for general County purposes, 5.1393 mills, which includes on each dollar of assessed valuation.


**2. Per Capita Tax:** That a per capita tax on persons be and the same is hereby levied on all persons subject to taxation for County purposes for the fiscal year 2026, at the rate of Five Dollars (\$5.00) per capita.

**3. Effective Date:** This Resolution is adopted this 17<sup>th</sup> day of December 2025 and shall be effective for and during the fiscal year 2026.


**IN WITNESS WHEREOF**, the present Resolution has been duly adopted this 17<sup>th</sup> day of December 2025 in a duly advertised and convened public session.

ATTEST:

ADAMS COUNTY COMMISSIONERS

  
Paula V. Neiman  
Chief Clerk

  
Randy L. Phiel, Chairman

  
James E. Martin, Vice-Chairman

  
Marty Karsteter Qually, Commissioner

Motion carried.

#### Personnel Report:

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

#### Court:

- Judge Torren Ecker – Note for matter of record that Jill Smith, Judges Executive Assistant, will be serving under Judge Torren Ecker, effective January 5, 2026
- Domestic Relations – Karen Aquilera, General Clerk, effective January 5, 2026

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

- Children & Youth Services:
  - Merit hire promotion for Jessica Hartman from Caseworker 1 to Caseworker 2, effective December 29, 2025
  - Shelly M. Shaw, Assistant Solicitor, Children & Youth Services, effective January 5, 2026
- Clerk of Courts – Taylor Gates, New Case Clerk – Deputy Clerk II, effective January 5, 2026
- District Attorney – Joseph Marrero, Legal Intern, effective January 5, 2026 through April 29, 2026
- Public Defender - Kaitlyn Mills, Assistant Public Defender, effective December 29, 2025
- Security – Adam Bradley, Security Officer, is transferring from PTAN to fulltime, effective December 15, 2025
  - Mark Chipps, PTAN Security Officer, effective December 22, 2025

- Adams County Adult Correctional Complex: Corrections Officers – Carolyn Kelly, Hakim Gibson, Katherine Masesie, Asima Njomo, effective January 12, 2026

Separation of Employment with permission to post:

- Retirement of Jeannette Athey, Accounts Payable Specialist, effective February 6, 2026
- Grace Koppenheffer, Assistant District Attorney, effective December 31, 2025
- Kaleb Herman, Deputy Sheriff, effective February 6, 2026
- Adams County Adult Correctional Complex: Corrections Officers – Michelle Brecht, effective December 23, 2025;
  - Kahlil Thompson, Correctional Program Specialist, effective December 7, 2025
  - Emily Norris, Treatment Manager, effective December 11, 2025

**Other Business:**

Commissioner Phiel on behalf of the Adams County Board of Commissioners, wish all a “Happy Healthy Holiday.”

**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 9:54 a.m. this date.

Motion carried.

Respectfully submitted,



Paula V. Neiman  
Chief Clerk