

AGENDA, WEDNESDAY, AUGUST 19, 2026:

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

Pledge of Allegiance

Minutes:

Approve the July 22, 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:

- **"LIBRARY CARD SIGN-UP MONTH" – September 2026**
- **"INTERNATIONAL OVERDOSE AWARENESS DAY" IN ADAMS COUNTY –**
August 31, 2026

Court Administration:

Recommendation from Court Administrator Rachel Schreck, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Service Agreement Proposal with SBM Electronics, Inc. This Agreement provides remote support services for the For The Record software used in the courtrooms for a total cost of \$4,630.00 (\$926.00/courtroom). This Agreement is effective August 31, 2026, and expires August 30, 2027.
- Software As A Service Agreement with Tyler Technologies, Inc. This Agreement replaces the existing 2021 Rapid Financial Solutions Agreement with the Courts and renews licenses for the Enterprise Jury Manager Suite, including implementation services, through December 31, 2029. Total cost of the licenses is \$27,482.00 annually with a 5% increase each year (year one is prorated to \$8,772.00), with a \$43,615.00 one-time fee for implementation services. This Agreement is effective August 1, 2026.

Clerk of Courts:

Recommendation from Clerk of Courts Kelly Lawver, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the quote from FusionRMS LLC. This quote is for a subscription to Tabquik's SaaS platform, as well as Tabquik Print Labels for the Clerk of Courts' office. The term of the Agreement is one (1) year, commencing on August 19, 2026 and terminating August 18, 2027. Total cost to the County is \$1,050.25.

Children & Youth Services:

Recommendation from Administrator Jessica Coy to approve the following:

- Adoption Assistance Agreement between the County of Adams and D. & R.T. on behalf of L.R. in the amount of \$912.00/month

Tax Services:

- Matter of Record – Per County Ordinance #3 of 2013, “On an annual basis as of July 1, the Adams County Tax Services Department will calculate the Coefficient of Dispersion (COD) based upon sales which occurred in Adams County between January 1st and December 31st of the previous year”. The results of this study will guide the Board in determining whether to engage a reassessment task force to examine the need of a county-wide reassessment. A COD greater than 20.0 would trigger the task force. This year’s COD is calculated at 12.87, which is well within the acceptable range as stated by the International Association of Assessing Officers.

Recommendation from Susan Miller Assistant Director/Chief Assessor, to approve the following Disabled Veterans Real Property Tax Exemption Certifications effective with the 2027 County/Municipal Taxes:

- Parcel #06009-0145 for a home on .04 acres located in Bonneauville Borough
- Parcel #12B08-0022D for a home on 5.03 acres located in Franklin Township
- Parcel #18BB0-0013 for a home on .52 acres located in Hamiltonban Township
- Parcel #27008-0198 for a home on .20 acres located in Littlestown Borough
- Parcel #27007-0178 for a home on .13 acres located in Littlestown Borough
- Parcel #27008-0246 for the first floor of the home on .18 acres located in Littlestown Borough

Planning Department:

Recommendation from Director Sherri Clayton-Williams, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Ratify the signature of Chairman Randy L. Phiel on the Agreement with GreatAmerica Bank N.A. for lease of a new HP DesignJet Plotter for the Planning office. It is further recommended that the Commissioners ratify their signatures on the Amendment, which incorporates the County’s standard terms and conditions into the Agreement. The term of the Lease is sixty (60) months. Total cost to the County is \$11,059.20, to be paid in monthly installments of \$184.32.
- 2026 GIS Support Services Amendment with EBA Engineering, Inc. This Amendment increases the original March 18, 2026, Agreement not-to-exceed amount from \$5,000.00 to \$15,690.00. The purpose of this increase is to permit EBA to complete the Vision 8 CAMA upgrade and migration for Tax Services while

Planning Department cont'd:

continuing to provide GIS technical support for Planning staff. All other terms and conditions of the March 18th Agreement remain unchanged.

HOME and CDBG Program Grant Funding:

- 2025 CHDO HOME Subrecipient Agreement (Luminest) - The Agreement with Luminest Community Development provides \$385,887.00 in DCED HOME CHDO operating funds to support organizational operating costs during development of the North Ridge affordable rental housing project for income-eligible residents of Adams County. The term of the Agreement runs from December 5, 2025 through December 4, 2027, and includes all required federal compliance standards associated with HOME-funded activities.
- 2024 CDBG Subrecipient Agreement (PVMA) - The Agreement with Possum Valley Municipal Authority provides up to \$260,329.00 in CDBG funds for the replacement of the water line along Center Mills Road in Aspers, serving residences within the eligible income-surveyed project area. The Agreement is effective August 19, 2026, and runs through February 18, 2028, by which all activities and expenditures must be completed.
- 2025 CDBG Subrecipient Agreement (PVMA) - The Agreement with Possum Valley Municipal Authority provides up to \$143,003.00 in CDBG funds for the replacement of the water line along Center Mills Road in Aspers, serving residences within the eligible income-surveyed project area. The Agreement is effective August 19, 2026, and runs through January 6, 2029, by which all activities and expenditures must be completed.
- 2025 CDBG Subrecipient Agreement (Bendersville) - The Agreement with Bendersville Borough provides up to \$117,976.00 in CDBG funding for the Borough's removal of architectural barriers project, including ADA-compliant crosswalk upgrades, curb-cut improvements, truncated domes, and related accessibility enhancements. The Agreement is effective August 19, 2026, and runs through January 6, 2029,
- 2025 CDBG Cooperation Agreement (Gettysburg) - This Agreement with Gettysburg Borough authorizes the County to administer the Borough's CDBG program, including required public hearings, environmental reviews, federal compliance, fiscal management, procurement oversight, and grant closeout. Approval permits the County to execute CDBG Grant Agreements on the Borough's behalf and execute all documents needed for implementation. This Agreement is effective August 19, 2026.
- 2025 CDBG Cooperation Agreement (Littlestown) - This Agreement with Littlestown Borough authorizes the County to administer the Borough's CDBG program, including required public hearings, environmental reviews, federal compliance, fiscal management, procurement oversight, and grant closeout. Approval permits the County to execute CDBG Grant Agreements on the Borough's behalf and execute all documents needed for implementation. This Agreement is effective August 19, 2026.

Information Technology:

Recommendation from CIO Phil Walter, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Phiel to sign the following:

- Quote No. 23573932 with ePlus Technology, Inc. This Quote provides for the annual renewal of the Tenable Nessus Professional software and related support for the purpose of scanning internal County IT systems to identify security vulnerabilities. Total cost of the software and support is \$5,070.46 for a term of one (1) year. This Quote is effective August 19, 2026.
- Quote from Dell Technologies, a Texas company, for Quest Kace System Management Appliance and Kace System Deployment Appliance. The Kace product offers the ability to automate tasks, inventory all hardware and software, and manage security patches for all County devices. The Kace system also contains the managing of tickets and projects from all departments. This Agreement is made pursuant to National Cooperative Purchasing Alliance (NCPA) contract #01-143. The term is one (1) year, commencing September 16, 2026 and terminating September 15, 2027. Total cost to the County is \$16,284.57.
- Invoice from SR Business Systems, Inc., a Connecticut company, for the County's Annual DocStar Software Maintenance. It is further recommended that the Commissioners sign Addendum #1 to the Terms and Conditions with SR Business Systems. The term of this Agreement is one (1) year, commencing August 31, 2026 and terminating September 1, 2027. Total cost to the County is \$25,300.00.

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 quote from Capital Area Communications for installation of new cameras at Adams County radio tower sites. This quote is made pursuant to PA State Contract #4400027204 and is effective August 19, 2026. Total cost to the County is \$93,818.30.

Human Resources:

Recommendation from Director Danette Laughman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Guaranteed Price Agreement with ADP, Inc. This Agreement increases the pricing of the ADP payroll, HCM, and TLM modules by 1% each year for the next three (3) years. Current annual cost for the three modules is \$202,193.62. This Agreement is effective August 19, 2026 and expires November 3, 2029.

Office of Budget and Purchasing:

Recommendation from Phillip Swope, Assistant Director of Budget and Purchasing, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners rescind the Open-End (Equity) Lease Rate Quotes 9785896, 9785870, and 9802225 for one (1) Ford

Office of Budget and Purchasing cont'd:

F-250 and two (2) Ford Explorers, model year 2026, which were initially approved on July 8, 2026 . It is further recommended that the Board designate Chairman Randy L. Phiel to sign the Open-End (Equity) Lease Rate Quotes 10162608, 10162609, and 10164185, which are made pursuant to the County's Master Equity Lease Agreement with Enterprise Fleet Management Trust, a Missouri Company. The Quotes are for one (1) Ford F-250 and two (2) Ford Explorers, model year 2027, which will be used by the Adams County Adult Correctional Complex. The term of each Lease will be sixty (60) months. Total cost to the County for the three (3) sixty-month Leases will be \$149,876.40, which reflects a net decrease in pricing of \$5,994.04.

Elections & Voter Registration:

Recommendation from Director Angie Crouse, and after review by Solicitor Molly R. Mudd, to approve the following:

- Ratify the signing of the Election Integrity Grant Program Post-Election Report for the 2026 Primary Election. This Report is submitted for the purpose of reimbursement of eligible expenditures through the Act 88 Election Integrity Grant Program. Election expenditures through July 1, 2026, totaled \$124,100.97 for all eligible categories.
- Ratify the submission of the 2026-2027 Election Integrity Grant Application with the PA Department of Community and Economic Development. This Application seeks \$383,630.23 in grant funding through the Act 88 Election Integrity Grant Program for reimbursement of eligible election expenses. This Application is effective August 11, 2026.

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 following Quotes from Control Systems 21, of Dillsburg, PA:

- Quote #484 for a Pressure Transducer Integration for Temporary Water Storage Operations. This project will upgrade controls to allow operators to select pressure-based pump control when a temporary water storage tank (tanker truck) is connected, and the elevated water tower is taken out of service for maintenance or emergency repairs. Cost to the County is \$8,269.50.
- Quote #485 for a CL17 Chlorine Analyzer Integration into the County's PLC system. The Analyzer will provide a 4–20 mA signal to automatically adjust the chlorine feed pumps based on the measured chlorine residual, which will assist with DEP regulation compliance. Cost to the County is \$4,617.50.

These quotes are made pursuant to Costars Contract #016-E23-286 and are effective August 19, 2026. Total cost to the County is \$12,887.00.

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Building & Maintenance cont'd:

- Approve the Test and Inspection Agreement with BFPE International, Inc. This Agreement provides for the testing and inspection of fire and sprinkler systems at the Courthouse (\$1800.25/yr), Mercy House (\$1730.25/yr), and the Human Services Building (\$4,490.25/yr). In addition to annual fees, there is a \$55 vehicle fee per inspection or service call. This Agreement is effective August 19, 2026 for a one-year term

Personnel Report:

Courts:

- Probation Services
Change of Status for Carly E. Sterner, Deputy Chief of Operations – Adult Services and Eric Cleland, Deputy Chief of Operations – Juvenile Services, effective July 22, 2026
- Domestic Relations – Separation of employment for Ashley Raylock, Conference Officer, effective July 31, 2026
- Court Administration – Separation of employment for Matthew Green, Court Technical & Operations Analyst, effective August 28, 2026

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

Children & Youth Services:

- Merit hire promotion of Justin Perez from Caseworker 1 to Caseworker 2, effective July 27, 2026
- Merit hire promotion of Nicole Billet from Caseworker 1 to Caseworker 2, effective August 10, 2026

Building & Maintenance:

- Change of status for Carl Sparks, Custodian from Part Time Regular 25 hours/week to fulltime evening, effective July 20, 2026

Adams County Adult Correctional Complex:

- Jonathan Tenuto, Lieutenant, effective July 27, 2026
- Promotion of Antwione Landry from Corrections Officer to Sergeant, effective July 27, 2026

Separation of Employment with permission to post:

- Retirement of Rebecca Arter, Social Service Aide 3, Children & Youth Services, effective September 18, 2026
- Scott Pennewill, Chief Deputy Coroner, effective August 13, 2026
- Lisa Ford, General Clerk Part Time as Needed, Elections Department, effective August 13, 2026
- April Kadle, 911 Telecommunicator, effective August 1, 2026
- Christina Runk, Telecommunicator, effective August 13, 2026
- Corrections Officers: Samuel Rupert, effective August 4, 2026; Brennan Moodie, effective August 19, 2026; Dextin Orme, effective August 21, 2026
- Alphonso Brown, Sergeant, effective August 28, 2026

Separation of Employment:

- Logan Valko, Unpaid Summer Internship, effective July 29, 2026
- Anthony Grifo, Part Time as Needed Deputy Coroner, effective August 7, 2026

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Expenditures:

Approve the following expenditures for the period July 20, 2026 through July 31, 2026:

General Fund	\$ 862,786.86
Payroll – Week #31	\$ 1,190,885.34
Total General Fund	\$ 2,053,672.20
Children & Youth Services	\$ 443,522.65
Liquid Fuels	\$ 25,484.32
HazMat Fund	\$ 439.80
CDBG	\$ 129,141.00
Commissary Fund	\$ 6,777.61
Records Management	\$ 9,131.00
Hotel Tax Fund	\$ 15,000.00
Coroner VISA	\$ 642.09
Human Services	\$ 3,663.31
Opioid Settlement	\$ 11,971.45
Capital Project-Reserve	\$ 104,028.33
911 Fund	\$ 43,641.97
Internal Service Fund	\$ 443,396.80
Total Special Funds	\$1,236,840.33
Total Expenditures	\$3,290,512.53

Approve the following expenditures for the period August 3, 2026 through August 14, 2026:

General Fund	\$ 588,291.85
Payroll – Week #33	\$ 1,171,927.25
Total General Fund	\$ 1,760,219.10
Children & Youth Services	\$ 174,591.85
HazMat Fund	\$ 46.81
Commissary Fund	\$ 14,336.33
Hotel Tax Fund	\$ 84,895.00
Capital Project-Reserve	\$ 163,924.87
911 Fund	\$ 6,603.59
Internal Service Fund	\$ 320,838.19
Total Special Funds	\$ 765,236.64
Total Expenditures	\$2,525,455.74

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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: