

AGENDA, WEDNESDAY, SEPTEMBER 16, 2026:

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

Pledge of Allegiance

Minutes:

Approve the September 2, 2026 Commissioners' Meeting Minutes as presented.

Proclamations:

- **"ADAMS COUNTY HERITAGE FESTIVAL DAY"** – September 20, 2026
- **"HUNGER ACTION MONTH"** – September 2026
- **"KINDNESS WEEK WORLDWIDE"** – November 7-14, 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.*

Public Hearing:

This is the date advertised to accept public comments on the Adams County Children & Youth Services 2027-2028 Needs Based Budget.

Probation Services:

Recommendation from Chief Kristi Fields, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the submission of the 2026-2027 IP Grant Application to the Pennsylvania Commission on Crime and Delinquency. The Grant seeks \$89,997.00 in State funds to support Intermediate Punishment programming, including drug and alcohol assessments, case management services, drug testing supplies, and risk-need assessments for eligible individuals. The project period runs from July 1, 2026 through June 30, 2027, with no County match required. It is further recommended that the Board approve the Program Authorization Form, indicating compliance with Act 2000-41 in the implementation of the IP Program. The Application and Program Authorization Form are effective September 16, 2026.

Office of the Controller:

Recommendation from Controller Tammy Myers, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the following:

- Quote from CentralSquare Technologies, LLC. This Quote provides for an update to the signatures on the AP Check Easy Laser Form used by Accounts Payable when issuing checks. The Quote is effective September 16, 2026. Total cost to the County is \$2,160.00.

Office of the Controller cont'd:

- Amendment to the Software License and Services Agreement with CentralSquare Technologies, LLC. This Amendment provides for an upgrade of the CentralSquare Finance Enterprise Solution to a cloud-hosted deployment. The term of the Agreement is five (5) years, commencing on delivery. Total cost to the County, including implementation, is \$410,548.91.

Children & Youth Services:

Recommendation from Administrator Jessica Coy, that the Board of Commissioners approve the following;

- Submission to the Pennsylvania Department of Human Services the 2027-2028 Adams County Children & Youth Services Needs Based Budget.
- 2026-2027 Purchase of Service Agreements: Common Sense Adoption Services, Inc.; Open Arms Recovery Center-Amendment; Children's Aid Society of Franklin County

Agricultural Land Preservation:

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

- Ralph & Darlene Bechtel Farm – This Agreement of Sale provides that the Commonwealth will become sole owner of an agricultural easement on 69.16 acres of land located in Littlestown, PA owned by the Bechtels. The Commonwealth will pay the total purchase price of \$207,480.00 in five (5) equal installments, and any closing costs incurred by the County will be reimbursed by the Commonwealth. The Agreement is effective as of the date last approved by the Commonwealth.
- Donald & Diane MacBeth Farm – This Agreement of Sale provides that the Commonwealth will become sole owner of an agricultural easement on 94.3 acres of land located in Biglerville, PA owned by the MacBeths. The Commonwealth will pay the total purchase price of \$282,900.00, and any closing costs incurred by the County will be reimbursed by the Commonwealth. The Agreement is effective as of the date last approved by the Commonwealth.

Planning:

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

- Work Order No. 3-B under the Transportation Planning and Programming Agreement C920001360 with PennDOT. This Agreement decreases the total work order amount with PennDOT from \$545,400.00 to \$526,500.00 (a decrease of \$18,900.00) as a result of PennDOT having completed certain data collection work

Planning cont'd:

under the Unified Planning Work Program, thus obviating the need for the County to complete said work. This Work Order is effective September 16, 2026.

- Affordable Housing Trust Fund Agreement with Servants Healthy Home Initiative. This Agreement provides \$90,000.00 in County grant funding to Servants for the purpose of providing critical home maintenance and repairs for older adults and low-income homeowners. This Agreement is effective September 16, 2026, and expires December 31, 2027.

Information Technology:

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

- Ratify the electronic submission of the 2025 State and Local Cybersecurity Grant Program Application. This Application seeks \$30,000.00 in grant funding from the PA Emergency Management Agency (PEMA) for the purpose of conducting a comprehensive cybersecurity assessment of County IT systems. If awarded, this grant would require a \$20,000.00 County match (40% of total \$50,000 budget for the project).
- Designate Chairman Randy L. Phiel to approve the Quote from ePlus Technology, Inc., a Virginia Company which is an authorized reseller of Rubrik products. This Quote renews the County's license to the Rubrik Security Cloud – Government, Foundation Edition, which is a backup and recovery solution. This Quote is made pursuant to Costars contract No. 006-E25-280. It is further recommended that the Commissioners sign the Addendum to the Service Agreement, which incorporates the County's standard terms into the Agreement. The Term commences on October 26, 2026 and terminates October 31, 2028. Total cost to the County is \$148,571.22.
- Addendum #1 to the February 14, 2024 Master Agreement with SR Business Systems, Inc, as amended. This Addendum amends the existing Agreement to extend the term for a period of one (1) year from August 31, 2026 to September 1, 2027 for work related to the DocStar server migration project, at a total cost of \$6,800.00. This Addendum is effective August 31, 2026.

Department of Emergency Services:

Recommendation from Director Warren Bladen, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Electronically sign the Commonwealth of Pennsylvania State Fiscal Year 2026-2027 Hazardous Material Response Fund Grant Agreement C950005797 between the Pennsylvania Emergency Management Agency (PEMA) and Adams County.

Department of Emergency Services cont'd:

This Agreement provides for a state-funded grant award of \$11,572.00, to be used to pay for the County's contract with the York County Hazardous Materials Team; the County's Altair 5 gas meter calibration; and a portion of the salary of the County's Haz Mat Coordinator/Emergency Planner. The period of performance for this Agreement is July 1, 2026 through June 30, 2027. No County match is required.

- Designate Chairman Randy L. Phiel to sign the Full Service Maintenance Agreement with Gruber Power Services, an Arizona company. This Agreement provides for maintenance of DES's Uninterruptible Power Supply equipment. The term of the Agreement is one (1) year, commencing on December 1, 2026 and terminating on November 30, 2027. Total cost to the County is \$7,164.00.

Elections & Voter Registration:

Recommendation from Director Angie Crouse, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the temporary change of polling place for McSherrystown Borough precincts #1 and #2 from Delone Catholic High School, 140 S. Oxford Ave., McSherrystown, to McSherrystown Senior Center, 201 S. Third St., McSherrystown. This change will be effective for the November 2026 midterm elections. Pursuant to 25 P.S. 2726, Director Crouse is directed to post notice of the proposed change on the existing polling place and in the immediate vicinity thereof for a period of not less than five (5) days and shall effectuate the polling place changes thereafter.

Human Resources:

Recommendation from Director Danette Laughman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the revised Adams County Merit Hire Policy and Procedures for Children & Youth Services (CYS). This Policy is being updated to reflect changes in the law and procedure relating to the merit-based hiring system for CYS. The revised Policy is effective September 16, 2026.

Adams County Adult Correctional Complex (ACACC):

Recommendation from Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Intergovernmental Cooperation Agreement with Franklin County. This Agreement extends our existing Agreement to house a limited number of inmates from Franklin County at a per diem rate of \$80.00/inmate. In addition to the per diem rate, Franklin County will cover meal costs and medical expenses of the housed inmates. This Agreement is effective September 16, 2026, for a one-year term. In accordance with the Intergovernmental Cooperation Act, 53 P.S. 2301 et seq., it is further recommended that the Board approve Resolution No. 7 of 2026, effectuating the terms of the Agreement.

Adams County Adult Correctional Complex (ACACC) cont'd:

- Contract Amendment to the April 15, 2026, Proposal for Electronic Security Upgrade Design with GFT Infrastructure, Inc. This Amendment provides additional design services to replace the existing end-of-life fire alarm system with a new system at ACACC, including a new fire alarm control panel and new field devices. The total cost of the design services is \$23,600.00. This Amendment is effective September 16, 2026.
- Agreements with Promising People, LLC, effective September 16, 2026:
 - Promising People Pilot Program Agreement (Reentry & Support) – This Agreement provides training, licensing, and supplies to support an inmate educational and vocational programming using VR equipment for ACACC’s reentry program. The total licensing and equipment costs for ten (10) students will be \$55,600.00.
 - Promising People Pilot Program Agreement (Transition to Success) – This Agreement provides training, licensing, and supplies to support an inmate educational and vocational programming using VR equipment for ACACC’s “Transition to Success” program. The total licensing and equipment costs for ten (10) students will be \$55,600.00.

Commissioners:

Recommendation from Solicitor Molly R. Mudd that the Board of Commissioners approve and adopt the following revised County-wide Policies:

- Alternative Dispute Resolution Policy for Merit Hire Employees and Applicants for Employment in the Adams County Department of Children and Youth Services (Policy No. CC.001.26) – This Policy updates the Alternative Dispute Resolution Policy to reflect procedural changes. The Policy is effective September 16, 2026.
- Adams County Merit Hire ADR Hearing Rules (Policy No. CC.002.26) – This Policy reflects procedural changes to the ADR Hearing Rules for Merit Hire proceedings. The Policy is effective September 16, 2026.

Recommendation from Solicitor Molly R. Mudd that the Board of Commissioners approve the Subrecipient Agreements for the Adams County Opioid Settlement Funds (“ACOSF”) Grant Program, which was established by the Board to allocate opioid settlement funds from the Pennsylvania Opioid Misuse and Addiction Abatement Trust stemming from nationwide lawsuits against opioid manufacturers and distributors. The awarded amounts were previously approved by the Board at the September 2, 2026 public meeting following a public application process:

- Club One Day At a Time: This Agreement allocates \$30,195.89 in ACOSF grant funding for the purpose of providing a stable, consistent location for members with opioid use disorder to gather and expand peer-recovery services, including support groups, social events, and computer access. This Agreement is effective September 16, 2026.
- Time to Recover, LLC: This Agreement allocates \$100,000.00 in ACOSF grant funding for outpatient behavioral health services, including individual therapy, group therapy, intensive outpatient, and recovery support services to individuals

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Commissioners cont'd:

with Opioid Use Disorder in Adams County. This Agreement is effective September 16, 2026.

- Anthony's Way Foundation: This Agreement allocates \$15,000.00 in ACOSF grant funding for bridging the gap between incarceration and community reintegration for annual expenses for housing operations and transportation costs for the recovery house located in McSherrystown. This Agreement is effective September 16, 2026.
- Susan P. Byrnes Health Education Center, Inc.: This Agreement allocates \$10,000.00 in ACOSF grant funding for opioid and substance use prevention programs to any school or organization in Adams County at no charge. This Agreement is effective September 16, 2026.
- WellSpan Health: This Agreement allocates \$224,162.00 in ACOSF grant funding for a dedicated Certified Recovery Specialist to serve Adams County Residents with Opioid Use Disorder connected to Gettysburg Hospital. This award amount reflects an amendment from the originally approved award of \$221,229.00. The amended award accounts for a three percent (3%) year-over-year funding increase which was requested in the original grant application. This Agreement is effective September 16, 2026.

Personnel Report:

Clerk of Courts:

- Amend the start date for Devon Brogan, Docketing Deputy Clerk, from September 1 to September 21, 2026

Coroner:

- Amend the start date for Jennifer Swartz, Chief Deputy Coroner, from September 7 to September 8, 2026 and amend the fulltime hours to 37.5

District Attorney:

- Unpaid Internships for Joshua Parr, Monday's and Wednesday's effective and Ryan Rickerson, Monday's, Wednesday's and Friday's, effective August 26, 2026 thru November 25, 2026

Planning:

- Permission to post the vacant Senior Planner Rural Development position due to the internal transfer and appointment of Mark Clowney as Commissioner.

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

Planning:

- Nathan Harvey, 911 GIS Coordinator, effective September 21, 2026

Victim Witness:

- Alexis Cook, Direct Service Advocate 1, effective September 28, 2026

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Personnel Report cont'd:

Adams County Adult Correctional Complex:

- Employment of the following Corrections Officers – Caleb Jarman, effective September 21, 2026
- Promotions - Madisen Kling to Lead Security Lieutenant; Colton Knott to Lieutenant, effective September 14, 2026
- Transfer James Leete to PTAN Corrections Officer, with a minimum of one (1) four-hour shift per month, effective September 3, 2026

Separation of Employment with permission to post:

- Olivia Lottes, Social Service Aide, Children & Youth Services, effective September 2, 2026
- Richard Meler, Security Officer, effective September 30, 2026
- Corrections Officers – Christopher Heuskin, August 29, 2026; Jacob Hutcheson, effective September 9, 2026; Rowan Hollenbaugh, effective September 13, 2026; Christopher Oseen, effective September 16, 2026

Expenditures:

Approve the following expenditures for the period August 31, 2026 through September 11, 2026:

General Fund	\$ 640,858.27
Debt Service Payments	\$ 361,328.13
Payroll – Week #37	\$ 1,173,307.75
Total General Fund	\$ 2,175,494.15
Children & Youth Services	\$ 180,124.49
Liquid Fuels	\$ 180,866.72
HazMat Fund	\$ 275.22
Commissary Fund	\$ 6,141.77
Records Management	\$ 2,857.99
Act 137 (Affordable Housing)	\$ 15,000.00
Hotel Tax Fund	\$ 348,720.75
Human Services	\$ 1,667.50
Parks, Recs & Green Space Prgm.	\$ 202.06
Capital Project-Reserve	\$ 42,048.00
911 Fund	\$ 4,267.98
Internal Service Fund	\$ 634,229.73
Total Special Funds	\$1,416,402.21
Total Expenditures	\$3,591,896.36

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Other Business:

Solicitor Mudd
Commissioner Clowney
Commissioner Martin
Commissioner Phiel

Salary Board Meeting:

The Salary Board Meeting will be held following the Commissioners' Meeting.

Adjournment: