

WEDNESDAY, MAY 14, 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; Lindsey Ringquist, Assistant Solicitor; Tammy Myers, Controller; Michele Miller, HR Director; Candi Clark, Court HR Generalist; Melissa Devlin, Budget & Purchasing Director; Sarah Finkey, ACCYS Administrator; Warren Bladen, Department of Emergency Services Director; Daryl Crum, Tax Services Director; Carly Sterner, Deputy Chief of Accreditation & Training – Probation Services; News Reporter Richard Franki, *The Gettysburg Times* and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Qually, to approve the April 30, 2025 Commissioners' Meeting Minutes as presented.

Motion carried.

Proclamation:

- Mr. Qually moved, seconded by Mr. Martin, to adopt and proclaim May 18-24, 2025 as “**EMERGENCY MEDICAL SERVICES WEEK**” in Adams County. This proclamation was presented to Warren Bladen, Department of Emergency Services Director; and Members of Life Team - Barry Albertson, Peter Ohlinger and Joshua Nelson and members of Adams Regional EMS – Brian Wheeler and Trent Summers.

Motion carried.

Public Comment:

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

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 following:

- Professional Services Agreement with Barbara Orr, of Orr Training Services, LLC. Ms. Orr will be providing a Motivational Interviewing Workshop for the Department of Probation Services. The term of the Agreement is one (1) year, commencing on May 14, 2025 and terminating May 13, 2026. Total cost to the County is \$4,537.84, which shall be reimbursed to the County from Court-controlled funds.
- Academic Internship Agreement with York College. This Agreement provides academic internship opportunities to qualified students from York College for the purpose of studying criminal justice and the judicial process with the County Probation Services Department. Pursuant to this Agreement, Probation Services will be accepting Jacquelyn Waggoner as an intern beginning this summer. The Agreement is effective May 14, 2025, for a term of one (1) year, which may be renewed for consecutive one (1) year terms.

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, and after review by Solicitor Molly, R. Mudd, Mr. Qually moved, seconded by Mr. Martin, to approve the following:

- 2025-2026 Purchase of Services Agreements: PA Child Corp.; National Mentor Healthcare LLC d/b/a Pennsylvania MENTOR; Service Access and Management Inc. -SAMS; PA Elite AI-Star Gym, Inc.; TrueNorth Wellness Services

- Child Welfare Education for Leadership (CWEL) Agreement with University of Pittsburgh and Megan Perry-Costic. This Agreement allows Ms. Perry-Costic, an employee of CYS, to participate in the CWEL Program, a graduate-level program offered by the University of Pittsburgh in coordination with PA Department of Human Services. The University will pay tuition fees and reimburse the County for 95% of Ms. Perry-Costic’s salary while enrolled in the Program. There is no cost to the County. This Agreement is effective May 14, 2025.

Motion carried.

Information Technology:

With recommendation from 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 following:

- Designate Chairman Randy L. Phiel to approve Quote #1029161 with Link Computer Corporation, a Pennsylvania Company, for the renewal of the County’s InformaCast licenses. InformaCast is used to send a mass emergency page out to VOIP phones using each phone’s speaker functionality. It can also be used by other departments within the organization for various paging purposes. The term of the Agreement commences on August 1, 2025 and terminates on July 31, 2026. Total cost to the County is \$3,656.00.

Motion carried.

Tax Services:

With recommendation from Daryl Crum, Director, Mr. Martin moved, seconded by Mr. Qually, to approve the following:

Disabled Veterans Real Property Tax Exemption Certifications
effective with the 2025-2026 School Taxes:

- Parcel #07G06-0044 for a home on 2.63 acres located in Butler Township
- Parcel #25D18-0042A for a home on .50 acres located in Liberty Township

Personal Tax Exemptions:

- The following have met the guidelines of County Policy: Timothy Madison, Berwick Township; Catharine Gebhart, Oxford Township; Brooke Ellen McMaster, Mt. Pleasant Township

Motion carried.

- Mr. Qually moved, seconded by Mr. Martin, to approve and sign Resolution No. 7 of 2025, providing tax exemption for certain designated deteriorated areas located at 100 N. Blettner Avenue in Conewago Township (Tax Parcel No. 08L15-0060---000), pursuant to the Local Economic Revitalization Tax Act (“LERTA”, 72 P.S. 4722 *et seq.*), after duly-advertised public hearings held by the local taxing bodies on June 19, 2023 and May 20, 2024. The County’s Resolution is consistent with Conewago Valley School District Resolutions 129 and 135, as well as Conewago Township’s Resolution 2024-J. This Resolution outlines the procedures for requesting exemption and adopts a 10-year exemption schedule. The Resolution is effective May 14, 2025. It is further recommended that the Board approve the Tax Services LERTA Guidelines, effective May 14, 2025, effectuating the Resolution as follows:



Office of the Adams County Commissioners

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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

COUNTY OF ADAMS, PENNSYLVANIA

RESOLUTION No. 7 of 2025

A RESOLUTION PROVIDING FOR TAX EXEMPTION FOR CERTAIN IMPROVEMENTS TO DESIGNATED DETERIORATED AREAS PURSUANT TO PENNSYLVANIA ACTS NO. 42 OF 1977 AND 76 OF 1977, DEFINING CERTAIN EXEMPT PROPERTY, PROVIDING FOR AN EXEMPTION PERIOD, AND ESTABLISHING A SCHEDULE OF PERCENTAGE EXEMPTION FOR THAT TIME PERIOD

WHEREAS, the County of Adams (the “County”), Pennsylvania, is a local taxing authority authorized by the Local Economic Revitalization Tax Act (72 P.S. § 4722 *et seq.*) (hereinafter, the “LERTA Act”) to provide tax exemption relief for the assessed valuation of improvements to certain deteriorated properties; and

WHEREAS, the Board of Supervisors of Conewago Township and the Board of School Directors of the Conewago Valley School District, Adams County (the “Township” and “School District”, respectively), in accordance with the LERTA Act, held duly-advertised public hearings on June 19th, 2023 and May 20th, 2024 to determine the boundaries of an eligible area located at 100 N. Blettner Avenue, Conewago Township, (Adams County Tax Parcel No. 08L15-0060---000), comprised of certain deteriorated areas, to be eligible for tax exemption relief; and

WHEREAS, at said public hearings, the local taxing authorities considered the recommendations of Conewago Township Planning Commission concerning the location of the boundaries of the deteriorated area and their advocacy for the implementation of a LERTA program; and

WHEREAS, at said public hearings, the local taxing authorities provided an opportunity to receive public comments relative to the determination of the boundaries of the deteriorated area; and

WHEREAS, consistent with the recommendations and comments, the Township unanimously passed Resolution No. 2024-J on May 20th, 2024, which determined that the real property parcels identified herein meet the criteria of a deteriorated area as set forth in the LERTA Act and constitute an area within Conewago Township that would benefit from a financial incentive in the form of real property tax exemption relief aimed at incentivizing investment and encouraging economic development within said deteriorated area; and

WHEREAS, consistent with the recommendations and comments, the School District unanimously passed Resolution No. 129 on September 13th, 2023, adopting a LERTA program

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and providing a tax exemption schedule for deteriorated areas, and Resolution No. 135 on June 10th, 2024, which determined that the real property parcels identified herein meet the criteria of a deteriorated area as set forth in the LERTA Act and constitute an area within the school district that would benefit from a financial incentive in the form of real property tax exemption relief aimed at incentivizing investment and encouraging economic development within said deteriorated area; and

WHEREAS, consistent with the recommendations and comments, Adams County has determined that the real property parcels identified herein meet the criteria of a deteriorated area as set forth in the LERTA Act and constitute an area within the county that would benefit from a financial incentive in the form of real property tax exemption relief aimed at incentivizing investment and encouraging economic development within said deteriorated area; and

WHEREAS, the deteriorated area eligible for the LERTA Program, as defined by the tax exemption schedules provided herein, include the property identified as follows: Approximately 17.74 acres of vacant land located at 100 N. Blettner Avenue, Conewago Township, Adams County (Adams County Tax Parcel ID No. 08L15-0060---000).

NOW THEREFORE, the Board of Commissioners for the County of Adams hereby resolves as follows:

Section 1. Definitions

As used in this Resolution, the following words and phrases shall have the meaning set forth below:

- (a) “Deteriorated Property” means any industrial, commercial or other business property owned by an individual, association or corporation, and located in a deteriorated area, as determined by the Board, or any such property which has been the subject of an order by Conewago Township requiring the unit to be vacated, condemned or demolished by reason of noncompliance with laws, ordinances or regulations.
- (b) “Improvement” means repair, construction or reconstruction, including alterations and additions, having the effect of rehabilitating a deteriorated property so that it becomes habitable or attains higher standards of safety, health, economic use or amenity; or is brought into compliance with laws, ordinances or regulations governing such standards. Ordinary upkeep and maintenance shall not be deemed an Improvement.
- (c) “Local taxing authority” means Conewago Township, the Conewago Valley School District, the County of Adams or any other governmental entity having the authority to levy real property taxes within the Conewago Township.

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Section 2. Exemption

The County hereby exempts from real property taxation the assessed valuation of improvements to deteriorated properties in the deteriorated area in the amounts and in accordance with the provisions and limitations hereinafter set forth.

Section 3. Exempted Area

The Township and School District, by Resolution No. 2024-A and Nos. 129 and 135 respectively, designated the following real property as the deteriorated area: Approximately 17.74 acres of vacant land located at 100 N. Blettner Avenue, Conewago Township, Adams County (Adams County Tax Parcel ID No. 08L15-0060---000). The County hereby designates the same property as the deteriorated area for purposes of the LERTA Act.

Section 4. Exemption Amount

- (a) The amount to be exempted shall be limited to the additional assessment attributable to the actual cost of improvements.
- (b) The exemption shall be limited to that improvement for which an exemption has been requested in the manner set forth below, and for which a separate assessment has been made by the Assessment Office of Adams County.

Section 5. Exemption Schedule

- (a) The percentage of real property taxes to be exempted for improvements to deteriorated properties in the deteriorated area is as follows:

Year	Percent of Real Property Tax Exempted
1	100%
2	90%
3	80%
4	70%
5	60%
6	50%
7	40%
8	30%
9	20%
10	10%

- (b) The exemption from taxes granted under this Resolution shall be upon the property and shall not terminate upon the sale or exchange of the property.
- (c) If an eligible property is granted tax exemption pursuant to this Resolution, the improvement shall not, during the exemption period, be considered as a factor in assessing other properties.

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- (d) Without exception, the eligible tax exemption shall not exceed a total of ten (10) years.

Section 6. Notice to Taxpayers

There shall be on the application form for building, zoning and alterations permits, the following notice:

“Notice to Taxpayer.

Under the provisions of [this Resolution number], you may be entitled to a property tax exemption on your contemplated alteration or new construction. An application for exemption may be secured from a Code Enforcement Officer and must be filed with Conewago Township at the time the building or alteration permit is secured.”

Section 7. Procedure for Obtaining Exemption

- A. **Request for Exemption.** A person desiring tax exemption pursuant to ordinances or resolutions of the local taxing authorities shall, at the time a building or alteration permit is secured for the construction of an improvement for which an exemption is requested, notify each local taxing authority granting such exemption in writing on a form provided by it containing the following information:

- i. The name and address of the property owner;
- ii. The Adams County Tax Parcel Identification Number of the property;
- iii. The initial assessed valuation of the property;
- iv. The current year real estate taxes on the property;
- v. The date the building permit was issued for said new construction or improvement;
- vi. The type of new construction or improvement;
- vii. A summary of the plan of the new construction or improvement;
- viii. The anticipated date of completion;
- ix. The cost of the new construction or improvement; and
- x. Any or all such additional information that the Township and County may require.

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If no building or alteration permit has been obtained or such permit is not required, the taxpayer seeking exemption shall apply in the same manner outlined in this subsection at the time he or she commences construction.

B. **Department of Tax Services Review.** A copy of the Request for Exemption shall be forwarded by the local taxing authorities to the Adams County Tax Services Department for review of eligibility in accordance with the ordinances/resolutions and applicable statutory guidelines. The Tax Services Department may consult with the Adams County Solicitor's Office for legal guidance. Upon review, the Tax Services Department shall make a determination in writing as to eligibility for exemption and forward that written determination to the local taxing authorities and to the taxpayer.

C. **Completion of Improvement.** Upon completion of the improvement, the taxpayer shall notify local taxing authorities including the Tax Services Department so that the Tax Services Department may assess the improvements separately for the purpose of calculating the amounts of the assessment eligible for tax exemption in accordance with the limits established by this Resolution. The local taxing authorities will then obtain from the Tax Services Department the amount of the assessment eligible for exemption and will notify the taxpayer.

D. **Appeals.** Appeals from the reassessment and the amounts eligible for the exemption may be taken by aggrieved parties as provided by law.

Section 8. Revocation of Exemption

The exemption from real estate taxes provided for herein shall be forfeited by the applicant or any subsequent owner of the property for the failure to pay any nonexempt real estate taxes by the last day of the time period to pay such taxes in the penalty period. Upon receipt of a notice of nonpayment of nonexempt real estate taxes, the exemption shall be discontinued.

Section 9. Amendments

No amendments to this Resolution shall be effective unless enacted by the Adams County Board of Commissioners.

Section 10. Termination

Unless otherwise repealed by Adams County Board of Commissioners (the "Commissioners"), this Resolution shall terminate on December 31, 2034 or upon termination of the similar ordinances or resolutions of the local taxing authorities covering the same deteriorated area. Nothing contained herein shall act to prohibit the County from enacting a similar ordinance or extending this one. Any property tax exemption granted under the provisions of this ordinance shall continue according to the exemption schedule found in this ordinance even if this ordinance expires or is amended or repealed.

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Section 11. Severability

The provisions of this Resolution are severable, and if any of its sections, sentences, or clauses shall be held illegal, invalid or unconstitutional, such provisions shall not affect or impair any of the remaining sections, sentences or clauses. It is hereby declared to be the intent of the Commissioners that this Resolution would not have been enacted if such illegal, invalid or unconstitutional section, sentence or clause had not been included herein.

Section 12. Effective Date

This Resolution shall take effect immediately.

This Resolution is adopted this 14th day of May, 2025.

COUNTY OF ADAMS, PENNSYLVANIA

By: 
Randy L. Phiel, Chairman

By: 
James E. Martin, Vice Chairman

By: 
Marty Karsteter Qually, Commissioner

Attest:


Paula V. Neiman, Chief Clerk

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Motion carried.

Human Resources:

With recommendation from Michele Miller, Director and after Solicitor review, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the Stop Loss Insurance Policy from Avalon Insurance Company. This Policy is made pursuant to the Stop Loss Proposal previously approved by the Board on November 13, 2024. Under the Policy, Avalon will reimburse the County for individual medical and Rx claims that exceed \$175,000.00 up to a maximum aggregate benefit of \$1 million per benefit period. The premiums are \$77.18 for a single covered employee and \$216.10 for a family. This Policy is effective January 1, 2025, for a term of one (1) year.

Motion carried.

Elections:

With recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, Mr. Qually moved, seconded by Mr. Martin, that the Board of Commissioners approve Quote # WQ379215 with Belson Outdoors. This quote provides for six (6) rectangular concrete planters to be placed in front of the lobby of the Election Office at 230 Greenamy Lane. These planters will provide extra security and prevent vehicles from driving on the sidewalks in front of the building. The total cost of the six (6) planters is \$8,898.95, which will be paid for with Act 88 Election Integrity Grant funds.

Motion carried.

Commissioners:

With recommendation from County Administrator Steve Nevada, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners review and approve the April 30, 2025 Application & Certification for Payment #3 by Contractor The Efficiency Network (TEN) for payment totaling \$162,162.90 for materials and installation of the solar array at the Human Services Building site.

Motion carried.

Personnel Report:

Mr. Martin moved, seconded by Mr. Phiel, to approve the Court Personnel Report as follows:

Court:

- Probation Services – Employment of the following:
 - Eric Cleland, Director, effective June 2, 2025
 - Thomas Chiarizia, Probation Officer, effective May 5, 2025
 - Lucien Qually, Probation Officer, effective May 5, 2025
 - Haylee Mohan, General Clerk, effective May 5, 2025
- Domestic Relations – Separation of employment for Nya Green, Conference Officer Intern, effective April 29, 2025; Kathryn VanDusen, Case Management Officer, effective May 9, 2025; Gretchen Henry, Director, effective May 16, 2025

Motion carried. Commissioner Qually abstained.

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

Employment of the following: Contingent upon successful completion of all required pre-employment screenings:

- District Attorney - Michael Rinaldi, County Detective, effective May 19, 2025
- Clerk of Courts - Joanna Davis, Court Specialist 1, effective May 5, 2025
- Conservation District - Madison Lang, Vector Control Program, effective May 12, 2025
- Public Defender – Samuel Douds, Unpaid Intern, effective June 2, 2025

Children & Youth Services – Amending start date for Makenna Taylor, Unpaid Intern, from May 5, 2025 to August 18, 2025

Adams County Adult Correctional Complex:

- Employment of the following Corrections Officers, pending successful completion of all required pre-employment screenings: Evangeline Gingerich, Andrew Lockard, Evan Czyzewski, effective June 2, 2025

Separation of Employment with permission to post:

- James Zettlemyer, Deputy First Class, Sheriff Department, effective May 16, 2025
- Children & Youth Services: Tammy Conner, Office Assistant/Fiscal QA, effective May 14, 2025; Kelsey Hoffman, Caseworker 2-Intake, effective May 20, 2025; Carolynne Saum, Caseworker 3, effective June 6, 2025
- Public Defender Department: Melody Hake, Legal Secretary, effective May 15, 2025; Joanna Toft Funk, Assistant Public Defeder, effective May 23, 2025
- Maxwell Hamrick, Courts Jr. Technician II, effective May 2, 2025
- Adams County Adult Correctional Complex: Ana Zamot-Holland, Lieutenant, Christina Cruz, MAT Case Manager, effective May 5, 2025
 - Corrections Officers: Danielle Airth, effective April 28, 2025; Joshua Crim, effective April 29, 2025; Dakota Sizemore, effective April 30, 2025; Ryan Mechalske, Holi Waldon, effective May 6, 2025; Lauren Haller, Marc Bayles, effective May 11, 2025; Aaron Smith, effective May 14, 2025
 - Retirement of Charles Colbert, Sergeant, effective May 17, 2025
 - Rescind the employment offer to Colin Lockard, Corrections Officer, effective May 5, 2025

Motion carried.

Expenditures:

Mr. Martin moved, seconded by Mr. Qually, to approve the following expenditures for the period April 28, 2025 through May 9, 2025:

General Fund	\$ 604,110.43
Payroll – Week #19	<u>\$ 1,148,382.47</u>
Total General Fund	\$ 1,752,492.90
Children & Youth Services	\$ 236,024.14
HazMat Fund	\$ 148.60
CDBG	\$ 6,322.60
Law Enforcement	\$ 5,101.50
Commissary Fund	\$ 629.60
Hotel Tax Fund	\$ 360,239.96
Coroner VISA	\$ 362.97
Opioid Settlement	\$ 4,903.17
Capital Project - Reserve	\$ 85,453.20
911 Fund	\$ 23,095.98
Internal Service Fund	<u>\$ 779,033.74</u>
Total Special Funds	\$1,501,315.46
Total Expenditures	\$3,253,808.36

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. Qually moved, seconded by Mr. Martin, to adjourn the Commissioner's Meeting at 9:32 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman

Paula V. Neiman
Chief Clerk