

AGENDA, WEDNESDAY, MAY 13, 2026:

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

Pledge of Allegiance

Minutes:

Approve the April 29, 2026 Commissioners' Meeting Minutes as presented.

Proclamations:

- **“EMERGENCY MEDICAL SERVICES WEEK”** – May 17-23, 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 Court Administrator Donald Fennimore, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to sign the Rider to the Commercial Agreement with Vector Security, Inc. This Rider provides for installation of panic buttons for the Magisterial District Judges offices at the Human Services Building. The Rider is effective May 13, 2026. Total cost to the County is \$1,893.00, which will be reimbursed to the County from funds from the Administrative Office of the Pennsylvania Courts (AOPC).
- Sign the Letter of Agreement with Dering Consulting Group, Inc., for professional development for the Court's first and second level leaders. It is further recommended that the Commissioners sign the Terms and Conditions with Dering. This Agreement is effective May 13, 2026. The training module will take approximately six (6) weeks to complete and is comprised of three (3) in-person sessions and self-paced OnDemand learning. Total cost to the County is \$13,500.00.
- Buyout Quote (#38028357) with Cisco Systems Capital Corp. This Quote provides for the buyout of certain leased equipment and services for the Courts, including Cisco telephone systems, software, and Smart Net Total Care, for a total price of \$1,998.59, and termination of the Lease of these same devices and services, which should save approximately \$25,000.00 on Lease payments under the current Cisco Lease Agreement (#500-50255170). This Quote is effective May 13, 2026.

Probation Services:

Recommendation from Chief Kristi Fields, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Grant Award Notification for the 2025-2026 Intermediate Punishment Grant through the PA Commission on Crime and Delinquency (PCCD) for an award of \$89,997.00 in state funds. The grant money will offset the costs of Risk Assessments, Court Reporting Network (CRN) Evaluations, and drug testing supplies for Probation Services and provide for the salary and benefits of a certified Drug and Alcohol Assessor/Case Manager via the York/Adams Drug and Alcohol Commission. The project period is July 1, 2025 through June 30, 2026. No County match is required.

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 Lease Agreement with Fun Events, LLC, of Taneytown, MD. This Agreement is for the rental of equipment for Domestic Relations' Child Support Awareness Community Connections Event. It is further recommended that the Board sign the Addendum to the Statement of Lease Terms and Conditions, which incorporates the County's standard terms and conditions into the Agreement. The Agreement is effective May 13, 2026. Total cost to the County is \$4,201.40.

Children & Youth Services:

Recommendation from Jess Coy, Administrator, to approve and sign the 2026-2027 Purchase of Service Agreements with the following: Board of Child Care of the United Methodist Church, Inc.; Catholic Charities of Diocese of Harrisburg, PA Inc.; Family First Health (Nurse-Family Partnership); Bilingual Conexion, LLC; The DMP Group

Tax Services:

Recommendation from Susan Miller, Chief Assessor/Assistant Director, to approve the following, effective with the 2026-2027 School Taxes:

Disabled Veterans Real Property Tax Exemption Certifications:

- Parcel #32004-0065 for a home on .46 acres located in Mt. Pleasant Township
- Parcel #35K11-0359 for a home on .46 acres located in Oxford Township
- Parcel #36K06-0005 for a home on 2.19 acres located in Reading Township
- Parcel #36110-0041 for a home on .36 acres located in Reading Township
- Parcel #08034-0038 for a home on .58 acres located in Reading Township
- Parcel #32105-0063 to remain exempt due to surviving spouse meeting the required qualifications

Personal Tax Exemption who meets the guidelines of County Policy:

- Tyler Mumpower, Carroll Valley Borough
- Frances Claybaugh, Oxford Township

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 CDW-G for purchase of a Genovation ControlPad, which is a desk top control panel for the NG-911 phone system. The quote is made pursuant to PEPPM Contract #549622-101 and is effective May 13, 2026. Total cost to the County is \$11,580.00.

Planning & Development:

- Recommendation from Director Sherri Clayton Williams, in coordination with Department of Emergency Services (“DES”) 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 Environmental Systems Research Institute, Inc., a California Company, for two (2) ArcGIS extensions, one for a Network Analyst and one for a Spatial Analyst. This quote is made pursuant to PA State Contract # 4400022588. The terms of the extensions begin on May 13, 2026 and terminate on May 12, 2027. The cost for Planning is \$636.00 and the cost for DES is \$636.00, for a total cost to the County of \$1,272.00.
- Recommendation from Director Sherri Clayton-Williams, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve Amendment No. 1 to the PRGS Grant Agreement with Oxford Township, PA. This Amendment expands the scope of the original Agreement to include the purchase of aluminum bleachers to serve the Oxford Township Recreation Park using funds left over from the original \$25,000.00 grant. No additional grant funding is requested. This Amendment is effective May 13, 2026.

Information Technology:

Recommendation from CIO Phil Walter, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the advertisement of an online auction for six (6) IT equipment lots which include computers, printers/scanners, networking equipment, monitors/TVs, mobile devices, and miscellaneous items. Interested buyers may review the lots and submit bids via the Municibid.com website (select “Adams County” under “Locations” > “Pennsylvania”) beginning May 14th, 2026. The lots will be sold to the highest bidder and will be awarded on Tuesday, May 26th on the Municibid website. This auction will be conducted pursuant to 16 Pa.C.S. 15105.

Security:

Recommendation from Director Mark Masemer, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Proposals from Illuminated Integrations, of Middletown, PA, for replacement of the Exacq camera servers at the Courthouse and Human Services Building, both of which have reached end of life. These Proposals are made pursuant to Costars Contract #040-E25-296 and are effective May 13, 2026. Total cost to the County is \$42,048.00.

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 quote from BFPE International for additional module controllers to be added to the new fire pump control panel at the Human Services Building. This quote is effective May 13, 2026. Total cost to the County is \$1,445.00.

Elections & Voter Registration:

Recommendation from Director Angie Crouse, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners ratify Purchase Order No. P023616 from Inclusion Solutions, LLC. This PO provides 25 "Vote Here" signs for use at County polling locations at a total cost of \$561.00.

Adams County Library:

On behalf of the Adams County Library Board of Trustees, approve the appointment of Jill Schumann to a three-year term as a Trustee, effective May 13, 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:

- Designate Chairman Randy L. Phiel to sign the Quote with Kint Corporation, a Harrisburg, PA company, to perform two (2) semi-annual inspections of the Prison's Siemens MXL Fire Alarm System. The first inspection is to be performed in September 2026 and the second in March 2027. Total cost to the County is \$6,218.00.

Personnel Report:

Courts:

Probation Services:

- Sarah Smith, Probation Officer Aide, effective May 18, 2026
- Kelly Yost, Intern Probation Officer, up to 29.50 hours/week, effective May 18, 2026
- Separation of employment for William Smith, Director, Probation Services. Mr. Smith is transferring to the Sheriff's Department.

Domestic Relations:

- Promotion from General Clerk to Case Management Officer, effective May 18, 2026 for Jayden Kessler and Leyda Hernandez

Sheriff:

- Employment of the following Deputy Sheriff's: Shawn Shaffer, effective May 11, 2026; Mason Aldinger, effective May 11, 2026; William Smith, effective June 1, 2026

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Personnel Report cont'd:

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

Victim Witness:

- Alayna Clark, Direct Services Advocate I, effective May 18, 2026

Tax Services:

- Meagan Becker, Customer Service Assessor, effective May 18, 2026

Adams County Adult Correctional Complex – Corrections Officers: Colton Wansel, Dakota Mummert, Lance Simmons, effective June 1, 2026

Separation of Employment with permission to post:

- Taylor Dicob, Staff Accountant, Controller’s Department, effective May 12, 2026
- Carl Freeman, Veteran Service Officer, effective May 13, 2026
- Shannon Byrd, Custodian, effective April 30, 2026
- Corrections Officers: Evan Csyzewski, effective May 3, 2026; Naige Kennedy, effective May 7, 2026
- Rescind employment offer to Shawn Shaffer, Deputy Sheriff, effective April 30, 2026
- Rescind employment offer to Tiffany Baker, Caseworker 1-Family Support, effective April 30, 2026
- Rescind employment offer to Colton Wansel, Corrections Officer, effective June 1, 2026

Expenditures:

Approve the following expenditures for the period April 27, 2026 through May 8, 2026:

General Fund	\$	350,987.30
Payroll – Week #19	\$	1,210,916.51
Total General Fund	\$	1,561,903.81
Children & Youth Services	\$	128,157.94
Liquid Fuels	\$	1,697.47
HazMat Fund	\$	601.25
Law Enforcement	\$	500.00
Commissary Fund	\$	4,362.52
Records Management	\$	2,836.00
Hotel Tax Fund	\$	2,000.00
Coroner VISA	\$	362.97
Human Services	\$	1,661.75
Pass Through Grant-Interest	\$	131,782.44
Capital Project-Reserve	\$	3,055.30
Capital Projects	\$	135,000.00
911 Fund	\$	7,290.64
Internal Service Fund	\$	471,321.62
Total Special Funds	\$	890,629.90
Total Expenditures	\$	2,452,533.71

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: