

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

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

### **Pledge of Allegiance**

### **Minutes:**

Approve the December 10, 2025 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.*

### **Court Administration:**

Recommendation from Court Administrator Don Fennimore, and after review by Solicitor Molly R. Mudd, 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.

### **Probation Services:**

Recommendation from Chief Kristi Fields, and after review by Solicitor Molly R. Mudd, 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.

### **Prothonotary:**

Recommendation from Prothonotary Beverly Boyd, and after review by Solicitor Molly R. Mudd, 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.

**Coroner:**

Recommendation from Coroner Francis Dutrow, and after review by Solicitor Molly R. Mudd, 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.

**Children & Youth Services:**

Recommendation from Sarah Finkey, Administrator, 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.

**Tax Services:**

Recommendation from Daryl Crum, Director and after review by Solicitor Molly R. Mudd, 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.

**Information Technology:**

Recommendation by CIO Phil Walter, and after review by Solicitor Molly R. Mudd, 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

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#### **Informational Technology cont'd:**

- 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.

#### **Adams County Adult Correctional Complex:**

Recommendation by Warden Katy Hileman, and after review by Solicitor Molly R. Mudd, 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.

#### **Building and Maintenance:**

Recommendation from Larry Steinour, Director and after review by Solicitor Molly R. Mudd, 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.

#### **Adams County Library System:**

Recommendation from the Adams County Library System Board of Directors to appoint Kathleen Heidecker, to fill a three-year term on the Board as an Associate Trustee.

**Commissioners:**

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

- Present seven (7) proposed grant awards for the Board of Commissioners approval and funding through the Adams County Opioid Settlement Funds (ACOSF) Grant Program.
- 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.
- 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.
- Recommendation from County Administrator Steve Nevada, and after review by Solicitor Molly R. Mudd, 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.

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

- 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	\$ 3,653,629	\$ 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>

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#### Adoption of the 2026 Adams County Budget cont'd:

- 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

#### **Personnel Report:**

##### 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:**

Solicitor Mudd  
Commissioner Qually  
Commissioner Martin  
Commissioner Phiel

#### **Salary Board Meeting:**

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

#### **Adjournment:**