

## **AGENDA, WEDNESDAY, OCTOBER 15, 2025:**

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

### **Pledge of Allegiance**

### **Minutes:**

Approve the October 1, 2025 Commissioners' Meeting Minutes as presented.

### **Presentation:**

Retirement of Ron Kriel, Probation Officer, with the Department of Probation Services, with over 24 years of service.

### **Presentation:**

Air Methods – Established in 2020, September marked the 5<sup>th</sup> year anniversary of the Air Methods WellSpan WellFlight 2-8 medevac program in Adams County. WellFlight 2-8 is presenting a plaque to the Board of Commissioners to honor their commitment to establish a life-saving resource to the citizens of Adams County and the surrounding areas.

### **Proclamation:**

- **“NATIONAL PRESCRIPTION DRUG TAKE BACK DAY”** – October 25, 2025

### **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.*

### **Office of the Controller:**

Recommendation from Deputy Controller Beth Cissel, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the quote from CentralSquare for the provision of 24 hours of Cognos Analytics training for the Finance System Support Analyst. The quote is effective October 15, 2025. Total cost to the County is \$5,220.00.

### **District Attorney:**

Recommendation from District Attorney Brian Sinnett, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners sign the Addendum to the License and Maintenance Agreement with Corrections Development, Inc. (CDI), which extends the term of the Agreement to December 31, 2026. This Agreement provides for maintenance, upgrades, and support for the DA's criminal justice records management system. Total cost to the County is \$5,740.00.

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### **Tax Services:**

Recommendation from Susan Miller, Assistant Director/Chief Assessor, to approve the following Disabled Veterans Real Property Tax Exemption Certifications, effective with the 2026 County/Municipal Taxes:

- Parcel #36K07-0061 for a home on .72 acres located in Reading Township
- Parcel #36108-0020 for a home on .36 acres located in Reading Township
- Parcel #12C11-0079 for a home on 10.43 acres located in Franklin Township
- Parcel #08033-0006 for a home on .40 acres located in Conewago Township

### **Children and Youth Services:**

Recommendation from Administrator Sarah Finkey, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners ratify the signatures of Chairman Randy L. Phiel on the 2026 Certificate of Compliance Renewal Application and Department of Human (DHS) Service Civil Rights Compliance Form. This documentation is required for CYs to obtain its 2026 DHS Compliance Certificate which must be issued yearly in compliance with 55 Pa.Code §3130. The Application and Form are effective October 14, 2025.

### **Planning and Development:**

Recommendation from Sherri Clayton-Williams, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Pledge to America250PA – Bells Across PA Sponsor Agreement. This Agreement provides that Adams County will sponsor a bell for the Bells Across PA program as part of the America250PA celebration. The Bell will be hosted at the Beyond the Battlefield Museum and will be on display to the general public through December 31, 2026. The Bell will be included in the Bells Across PA Trail Map. The Agreement is effective October 15, 2025. Total cost to the County is \$10,000.00.

### **Department of Emergency Services (DES):**

Recommendation by 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 Witmer Public Safety Group, Inc., of Abbottstown, PA for Platinum Meter Service for an Altair 5 Gas Meter located at the DES Building. This Service provides for monthly inspection and calibration of the Meter. The term of the Agreement is one (1) year, commencing on October 15, 2025 and terminating October 14, 2026. Total cost to the County is \$716.00.

### **Information Technology:**

Recommendation by CIO Phil Walter, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the quote from the Center for Internet Security, Inc., for a membership with the Multi-State Information Sharing and Analysis Center (MS-ISAC). This membership provides the County with the services needed to

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#### Information Technology cont'd:

receive notices regarding a range of cybersecurity issues. It is further recommended that the Board designate Chairman Randy L. Phiel to approve the Membership Agreement with MS-ISAC. The term of the Agreement is one (1) year, commencing on September 29, 2025 and terminating September 28, 2026. Total cost to the County is \$1,995.00.

#### **Commissioners:**

- Authorize the advertisement for the Adams County Vehicle Bid Auction for five (5) vehicles plus one piece of equipment to be sold at public auction.
- Recommendation from Lisa Moreno-Woodward, Deputy Chief Clerk, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to approve the Bridge Inventory and Inspection Activity Reimbursement Agreement with the Commonwealth of Pennsylvania, acting through the Pennsylvania Department of Transportation. This Agreement provides that the County will be reimbursed for 80% of the total eligible Project costs of Bridge Inventory and Inspection Activities for Federal-Aid Highway Projects from funds allocated by the Federal Highway Administration. The County will be responsible for the remaining 20% of the cost. It is further recommended that Chairman Phiel sign the Lobbying Certification Form and Disclosure of Lobbying Activities. The term of the Agreement is five (5) years, commencing on the date of last signature by the Commonwealth. Total cost of the Project shall not exceed \$1,078,544.30.

#### **Personnel Report:**

##### Court:

- Probation Services – Retirement of Ron Kriel, Probation Officer, effective October 17, 2025; Amended start date from October 6, 2025 to November 17, 2025 for Gregory Young, Probation Officer.

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

##### Public Defender:

- Georgina Aguirre Lopez, Paid Legal Intern, effective October 8, 2025

##### Human Resources:

- Danette Laughman, from Assistant Director to Acting Director of Human Resources, effective October 1, 2025
- Lisa Chilcoat, from HR Manager Prison to Acting Assistant Director of Human Resources, effective October 1, 2025

##### Children & Youth Services:

- Amy Etner, Front Desk Coordinator, effective October 14, 2025
- Adams County Adult Correctional Complex – Corrections Officers: Benjamin Debelius, effective October 6, 2025

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Personnel Report cont'd:

Separation of Employment with permission to post:

- Adams County Adult Correctional Complex: Corrections Officers – Douglas Brecht, effective September 30, 2025; Hansel Ortega, effective October 5, 2025; Mark Bauer, effective October 16, 2025; Sarah Smith, effective October 29, 2025
- Rescind offer of employment for Vanessa Flinchbaugh, Corrections Officer, effective October 6, 2025

**Expenditures:**

Approve the following expenditures for the period September 29, 2025 through October 10, 2025:

General Fund	\$ 349,985.25
Payroll – Week #41	<u>\$ 1,121,567.99</u>
<b>Total General Fund</b>	<b>\$ 1,471,553.24</b>
Children & Youth Services	\$ 228,253.18
Liquid Fuels	\$ 3,441.99
HazMat Fund	\$ 2,740.00
Commissary Fund	\$ 5,108.68
Act 137 (Affordable Housing)	\$ 6,295.09
Hotel Tax Fund	\$ 273,583.89
Coroner VISA	\$ 600.00
Opioid Settlement	\$ 4,701.44
Capital Projects	\$ 28,000.00
911 Fund	\$ 25,769.24
Internal Service Fund	<u>\$ 14,633.82</u>
<b>Total Special Funds</b>	<b>\$ 593,127.33</b>
<b>Total Expenditures</b>	<b>\$2,064,680.57</b>

**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:**