

AGENDA, WEDNESDAY, MARCH 18, 2026:

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

Pledge of Allegiance

Minutes:

Approve the March 4, 2026 Commissioners' Meeting Minutes as presented.

Presentation:

Presentation to Kevin Miller, Chief Deputy Sheriff, for his 20 years of service to the County.

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.*

Probation Services:

Recommendation by Chief Kristi Fields, and after review by Solicitor Molly Mudd, that the Board of Commissioners approve the FY 2025-2026 Juvenile Probation Services Grant Program Agreement (Contract #4100101024) between the Juvenile Court Judges' Commission and Adams County. This Agreement provides for a grant award of \$71,777.00 in Commonwealth funds, to be used for salaries for juvenile probation officers. The term of the Agreement commences on the date of last Commonwealth signature and ends on June 30, 2026. The Period of Performance is July 1, 2025 through June 30, 2026. No County match is required.

Children & Youth Services:

Recommendation from Acting Administrator Jessi Coy, that the Board of Commissioners approve the 2025-2026 Purchase of Service Agreements with the following: Allied Responsible Parenting; Climbing Mountains Consulting.

Tax Services:

- Recommendation by Director Daryl Crum, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Professional Services Agreement from All Around Abstract, LLC. This Agreement provides that All Around Abstract will perform real estate title searches on behalf of the Tax Services Department at a rate of \$105.00/search, as needed. This Agreement is effective March 15, 2026 through March 14, 2027.

AGENDA, WEDNESDAY, MARCH 18, 2026

Page 2 of 6

Tax Services cont'd:

- Recommendation from Susan Miller, Chief Assessor/Assistant Director, to approve the following:

Personal Tax Exemption who meets the guidelines of the County Policy

- Mary Dill, Abbottstown Borough; Brian E. Ganjon, Germany Township; Dorothy Slagle, Anna Sneeringer, Nancy Sheaffer, Vonnie Harbold, Nancy Brooks, Sylvia Laughman, Donna Mertz and Nancy Snyder, all of Oxford Township

Disabled Veterans Real Property Tax Exemption Certifications

Effective with the 2026-2027 School Taxes

- Parcel #43034-0023 for a home on .47 acres located in Carroll Valley Borough
- Parcel #43028-0034 for a home on 1.25 acres located in Carroll Valley Borough
- Parcel #17K10-0023 for a home on .79 acres located in Hamilton Township
- Parcel #29F05-0070A for a home on .47 acres located in Menallen Township
- Parcel #29E06-0032 for a home on .61 acres located in Menallen Township
- Parcel #32004-0074 for a home on .46 acres located in Mt. Pleasant Township

Planning Department:

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

- Approval to open a new application cycle for the Adams County Opioid Settlement Funds Grant Program, beginning April 1, 2026 through June 12, 2026. Questions from applicants regarding the program can be directed to acosf@adamscountypa.gov or by contacting the Adams County Commissioners' Office at 717-337-9820.
- Parks, Recreation and Green Space Grant Agreement with the Gettysburg Area Recreation Authority (hereinafter "GARA"). This Agreement provides GARA with \$4,328.00 in grant funding for the purchase and installation of an adjustable stepper and row machine for the Bisor Trail (the "Project"). This award was previously approved by the Board at the November 12, 2025, public meeting. The Agreement is effective March 18, 2026.
- Designate Chairman Randy L. Phiel to sign the proposal from GeographIT, a Lancaster, PA company, for Professional GIS Support Services. The term of the Agreement is one (1) year, commencing on January 1, 2026 and terminating on December 31, 2026. The County will be billed on a time and material basis, with a not-to-exceed amount of \$5,000.00.
- Recommendation by Sherri Clayton Williams, Director, in coordination with Tax Services Director Daryl Crum, Department of Emergency Services ("DES") Director Warren Bladen and Conservation District Director Adam McClain, and after review by Solicitor Molly Mudd, that the Board of Commissioners designate Chairman

Planning Department cont'd:

Randy L. Phiel to sign the Quote from Environmental Systems Research Institute, Inc., a California Company, for the license renewals and maintenance of the County's ArcGIS Mapping software. The terms of the licenses begin on April 2, 2026 and terminate on April 1, 2027. The cost for Planning is \$14,616.66, the cost for Tax Services is \$6,691.67, the cost for DES is \$3,541.67, and the cost for the Conservation District is \$550.00, for a total cost to the County of \$25,400.00.

Department of Emergency Services:

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

- Sign the Data Use Agreement with York County. This Agreement allows the Department of Emergency Services in each County to share Computer-Aided Dispatch (CAD) data and systems to enhance emergency response coordination across county boundaries, improve situational awareness for mutual aid responses, support joint training and quality assurance initiatives, and enable data-driven analysis for emergency service improvements. The Term of the Agreement is three (3) years and commences on the date of last signature. There is no additional cost to the County.
- Designate Chairman Randy L. Phiel to approve the Renewal Order Form from Lumen Technologies, a Louisiana Company, for the Department of Emergency Services' dedicated internet circuit for the CAD system. It is further recommended that the Board sign the Addendum to the Terms and Conditions of Renewal Order Form, which incorporates the County's standard terms and conditions into the Agreement. The term of the agreement is one (1) year, commencing March 18, 2026 and terminating March 17, 2027. Total cost to the County is \$12,652.56, to be paid in monthly installments of \$1,054.38.

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 following:

- Test and Inspection Agreement with BFPE International, Inc., a Maryland company, for testing and inspection of the sprinkler systems at the Courthouse, Human Services Building, and Mercy House. The term of the Agreement is three (3) years, commencing on March 18, 2026 and terminating on March 17, 2029. Total cost to the County is \$15,931.50, to be paid in yearly installments of \$5,310.50.
- Quote from GDS Controls for purchase of a fire pump control panel for the Human Services Building to replace the current one, which has reached end-of-life. The Quote is effective March 18, 2026, with a cost of \$9,250.00.

AGENDA, WEDNESDAY, MARCH 18, 2026

Page 4 of 6

- Quote from BFPE International to connect a sensing line to the new fire pump control panel. The Quote is effective March 18, 2026, with a cost of \$1,270.00. It is further recommended that the Board sign the Addendum to the General Terms and Conditions with BFPE, which incorporates the County's standard terms into the Agreement.

Human Resources:

Recommendation from Danette Laughman, Director and after review by Solicitor Molly R. Mudd, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign on behalf of the Board the 2026 Stop Loss Insurance Contract with Avalon Insurance Company, which provides specific and aggregate stop loss insurance coverage for the County's self-funded medical plan at monthly premiums calculated per covered unit pursuant to the premium schedule for the contract period January 1, 2026, through December 31, 2026.

Adams County Industrial Development Authority:

Recommendation from the Board of Directors of the Adams County Industrial Development Authority to re-appoint Harry McKean and Jim Williams to the Board of Directors for another five-year term effective January 1, 2026 through December 31, 2030.

Commissioners:

After review by Solicitor Molly R. Mudd, the Board of Commissioners approve the following:

- Adopt the County of Adams Interim Artificial Intelligence (AI) Use Policy. The purpose of the policy is to provide operational guidelines and procedures for the use of AI technologies by Adams County employees, elected officials, contractors and other users of County technology resources, including rules for data protection, permitted and prohibited uses, and employee responsibilities. This Interim Policy is effective March 18, 2026, and shall remain in effect until amended or replaced by a permanent AI Governance Policy.
- Award the Human Services Building Culvert Replacement project to JDI Site Solutions, LLC, of Aspers, Pennsylvania totaling \$119,865.42. As a result of a duly advertised public bidding process, eight (8) proposals were received and carefully reviewed by the County. JDI was determined to be the lowest responsible bidder for Alternate 1 which minimizes business interruption costs to the County and requires performance of the project over the Memorial Day Holiday weekend. Alternate 1 was determined by the County to be the preferred option, as it will cause the least disruption to County and Court operations at this site location.
- Appoint Chairman Randy L. Phiel to sign on behalf of the Board the Combined Subdivision Participation and Release Form for the Six (6) Remnant Defendants in the pending National Prescription Opiate Litigation at MDL No. 2804 including

Commissioners cont'd:

Defendants Associated Pharmacies, Inc (and American Associated Pharmacies; J M Smith Corporation; Morris and Dickson Co., L.L.C.; Louisiana Wholesale Drug Company, Inc.; North Carolina Mutual Wholesale Drug Company, Inc; and United Natural Foods, Inc. (and SuperValu). By executing the Remnant Defendants' Settlement Agreement, or "RDSA", the County elects to participate in the RDSA as a Participating Subdivision and agrees to use any monies it receives through the RDSA solely for the purposes provided for in the Settlement Agreement.

Personnel Report:

Courts:

- Domestic Relations – Employment of Brien Krebs, Paralegal, effective March 16, 2026; Separation of Employment – Laura Cosyn, Case Management Officer, effective March 2, 2026; Kirstie Burick, Case Management Officer, effective March 2, 2026

Clerk of Courts:

- Employment of Lauren Westbrook, Deputy Clerk/Collections Clerk, effective March 9, 2026.

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

Children & Youth Services

- Employment of Julie Toot, Caseworker 1, effective March 23, 2026
- Employment of Kristina Quick, Caseworker 1/Intake, effective March 16, 2026
- Transfer of Nicole Billet from After Hours Weekend to Caseworker 1/Intake, effective February 23, 2026

Victim Witness – Promotion of Skylar Bosley from Direct Services Advocate to Deputy Director/Direct Service Advocate, effective March 9, 2026

Adams County Adult Correctional Complex:

- Corrections Officers – Joshua Ervin, effective April 6, 2026
- Promotion of Joshua Serafino from Corrections Officer to Lieutenant, effective March 23, 2026

Separation of Employment with permission to post:

- Retirement of Kevin Miller, Chief Deputy, Sheriff's Department, effective April 2, 2026
- Retirement of Richard N. Smith, Maintenance Tech 2, Adams County Adult Correctional Complex, effective April 1, 2026
- Adams County Adult Correctional Complex Corrections Officers: Devon Kling, effective March 5, 2026; Jaeda Salter, effective March 6, 2026; Samuel Flanary, effective March 23, 2026
- Rescind the offer of employment to Kristina Quick, Caseworker 1/Intake, Children & Youth Services, effective March 16, 2026

AGENDA, WEDNESDAY, MARCH 18, 2026

Page 6 of 6

Expenditures:

Approve the following expenditures for the period March 2, 2026 through March 13, 2026:

General Fund	\$	1,328,798.60
Debt Service Payments	\$	211,328.13
Payroll – Week #11	\$	1,163,224.69
Total General Fund	\$	2,703,351.42
Children & Youth Services	\$	151,750.05
Liquid Fuels	\$	25,335.02
HazMat Fund	\$	31.52
CDBG	\$	5,484.00
Commissary Fund	\$	1,066.59
Records Management	\$	2,836.00
Hotel Tax Fund	\$	115,056.32
Coroner VISA	\$	350.00
Human Services	\$	1,690.50
Capital Project-Reserve	\$	295,691.87
Capital Projects	\$	53,445.03
911 Fund	\$	7,978.95
Internal Service Fund	\$	641,325.69
Total Special Funds	\$	1,302,041.54
Total Expenditures	\$	4,005,392.96

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: