

AGENDA, WEDNESDAY, APRIL 29, 2026:

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

Pledge of Allegiance

Minutes:

Approve the April 15, 2026 Commissioners' Meeting Minutes as presented.

Proclamations:

- **“CORRECTIONS EMPLOYEE WEEK”** – May 3-9, 2026
- **“MOTORCYCLE SAFETY AWARENESS MONTH”** – May 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 by District Court Administrator Don Fennimore, 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 Application for Reimbursement for Senior Judge Chambers and Staff Support Costs pursuant to PA Rule of Judicial Administration 701(a) and Act 37 of 2007, totaling \$28,668.00 for costs incurred in 2025.
- Designate Chairman Randy L. Phiel to sign the Rider to the Commercial Agreement with Vector Security, Inc. This Rider provides for installation of two access control points at the Human Services Building, for the Magisterial District Judges offices and for the office of the Court of Common Pleas. The Rider is effective April 29, 2026. Total cost to the County is \$7,096.00, which will be reimbursed to the County from funds from the Administrative Office of the Pennsylvania Courts (AOPC).
- Designate Chairman Randy L. Phiel to sign the Proposals from Pye-Barker Fire and Safety, LLC, for installation of new panic buttons at the offices of Magisterial District Judge Little and Snyder. It is further recommended that the Commissioners sign the Addendum to Pye-Barker General Terms and Conditions, which incorporates the County's standard terms and conditions into the Agreement. The Proposals are effective April 29, 2026. The cost for MDJ Little's office is \$1,177.59 and the cost for MDJ Snyder's office is \$1,272.30, for a total cost to the County of \$2,449.89, which will be reimbursed to the County from funds from the Administrative Office of the Pennsylvania Courts (AOPC).

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Court Administration cont'd:

- In concurrence with the Courts approve the following 2027 Holidays:

New Year's Day – Friday, January 1
Martin Luther King, Jr., Day – Monday, January 18
Presidents' Day – Monday, February 15
Good Friday – Friday, March 26
Memorial Day – Monday, May 31
Independence Day (observed) – Monday, July 5
Labor Day – Monday, September 6
Columbus Day – Monday, October 11
Veterans' Day – Thursday, November 11
Thanksgiving Day – Thursday, November 25
Thanksgiving Day Holiday – Friday, November 26
Christmas Day (observed) – Friday, December 24
Christmas Holiday – Monday, December 27

Children & Youth Services:

Recommendation from Jess Coy, Administrator, to approve and sign the 2026-2027 Purchase of Service Agreements with the following: Alternative Living Solutions; Pressley Ridge; TrueNorth Wellness Services

Probation Services:

Recommendation by Chief Kristi Fields, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the 2025-26 Justice Reinvestment Initiative 2 Grant (#49670) Application administered by the PA Commission on Crime and Delinquency (PCCD) for \$240,028.00 in state funds. This money will be used to enhance supervision through evidence-based practices and motivational interviewing training; modernize the case management system; validate the risk/needs assessment tool; and purchase a Livescan/CPIN system. The application is effective April 29, 2026. The project period commences on April 1, 2026 and terminates March 31, 2029. No County match is required.

Clerk of Courts:

Recommendation by Clerk of Courts and Clerk of Orphans' Court Kelly Lawver, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Proposal from Neumo Tax & Licensing, LLC, f/k/a GovOS, Inc. The Proposal provides for the conversion and archival storage of Orphans' Court records to PDF/A format. It is further recommended that the Commissioners sign the Requirements for non-Adams County Hosted Applications/Services. This Proposal is effective April 29, 2026 and continues until November 30, 2028. Total cost to the County is a one-time fee of \$6,150.00 for the initial conversion and archival storage, with a continuing \$2,000.00 annual fee for recurrent conversions. The cost of the initial implementation shall be reimbursed to the County from Orphans' Court Automation funds.

Tax Services:

Recommendation from Director Daryl Crum, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign Change Order #1 to the CAMA Software Implementation Agreement with Vision Government Solutions, Inc. This Change Order provides an additional three (3) users for the software subscription. The Change Order is effective April 29, 2026. There is no additional cost to the County.

Planning & Development:

Recommendation from Director Sherri Clayton-Williams to approve the following:

- After review by Solicitor Molly R. Mudd, that the Board of Commissioners approve a funding increase for Parks and Recreation projects from a maximum of \$25,000.00 per project to \$50,000.00 per project under the County's Parks, Recreation, and Green Space (PRGS) Grant Program. This request comes pursuant to the recommendation of the PRGS Committee due to feedback from grantees that costs of projects are increasing significantly. The required funding match remains unchanged (50-70%, depending on nature of the project). It is further requested that the Board approve the updated PRGS Program Guidelines to reflect the increased maximum funding for Parks and Rec projects. This funding increase will be effective for the next application round beginning June 1, 2026.
- Adams County Zoning Hearing Board – Appointment of Jennifer Jackson to fill a vacancy for a three-year term to expire on December 31, 2028
 - Re-appoint of Christopher MacDonald to a term that would expire on December 31, 2026 and Ben Wenk to a term that would expire on December 31, 2027. This will bring staggered terms into conformity.

Security:

Recommendation from Director Mark Masemer, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners sign the Proposal from Vector Security, of Lancaster, PA, for purchase and installation of panic buttons to replace those which have reached end of life. The Proposal is made pursuant to Costars contract #040-E22-167 and the Commercial Agreement between the County and Vector is effective April 29, 2026. Total cost to the County is \$1,912.00.

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 approve the quote from TriActive USA for health and fitness equipment for use by the inmate population at the ACACC. This quote is made pursuant to NPPGov Contract #PS25070 and is effective April 29,

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Adams County Adult Correctional Complex (ACACC) cont'd:

2026. Total cost to the County is \$89,778.00, which shall be paid for with inmate commissary funds.

Personnel Report:

Courts:

- Separation of employment for Roy Keefer, Chief Tipstaff, effective April 14, 2026
- Separation of employment for Jill Payne Kramer, Probation Officer, effective April 28, 2026

Clerk of Courts:

- Employment of Shannon Brady, New Case Deputy Clerk, effective April 27, 2026

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

Children & Youth Services

- Tiffany Baker, Caseworker 1-Family Support, effective June 1, 2026
- Brooke Dutterer, Caseworker 1-Intake, effective June 1, 2026

Emergency Services:

- April Kadle, Christy Holmes, and Nina Keeney, Telecommunicators, effective April 20, 2026

Conservation District:

- Madison Lang, Vector Control Program Seasonal, effective May 11, 2026.

Expenditures:

Approve the following expenditures for the period April 13, 2026 through April 24, 2026:

General Fund	\$	622,685.55
Payroll – Week #17	\$	1,172,380.67
Total General Fund	\$	1,795,066.22
Children & Youth Services	\$	334,633.09
Liquid Fuels	\$	12,789.01
HazMat Fund	\$	6.00
Commissary Fund	\$	7,233.88
Hotel Tax Fund	\$	208,805.44
911 Fund	\$	42,398.80
Internal Service Fund	\$	635,896.34
Total Special Funds	\$	1,214,762.56
Total Expenditures	\$	3,036,828.78

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: