

WEDNESDAY, OCTOBER 1, 2025:

The Adams County Board of Commissioners met this date in regularly scheduled session at 9:00 a.m. at the Adams County Courthouse, Historic Courtroom and via conference call with Chairman Randy L. Phiel presiding. Others in attendance: Commissioner James E. Martin; Steve Nevada, County Administrator; Molly R. Mudd, Solicitor; Tammy Myers, Controller; Beth Cissel, Deputy Controller; Danette Laughman, Acting HR Director; Don Fennimore, Court Administrator; Melissa Devlin, Director of Budget & Purchasing; Phil Swope, Assistant Director of Budget & Purchasing; Sarah Finkey, ACCYS Administrator; Susan Miller, Chief Assessor; Warren Bladen, Director of Department of Emergency Services; Deana Duvall, Grants Coordinator; Phil Walter, CIO (phone); Kaycee Kemper, IDA; Harlan Lawson, GMS; News Reporter Michael Cooper-White, *Gettysburg Times* and Chief Clerk Paula V. Neiman.

Minutes:

Mr. Martin moved, seconded by Mr. Phiel, to approve the September 17, 2025 Commissioners' Meeting Minutes as presented.

Motion carried.

Proclamations:

- Mr. Martin moved, seconded by Mr. Phiel, to adopt and proclaim October 2025 as **"DOMESTIC VIOLENCE AWARENESS MONTH"** in Adams County. This proclamation was presented to Shanda White, Outreach and Programs Supervisor with the YWCA Safe Home.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to adopt and proclaim October 2025 as **"HISPANIC HERITAGE MONTH"** in Adams County. This proclamation was presented to Yeimi Bautista, Manos Unidas.

Motion carried.

Public hearing #2 for the 2025 Community Development Block Grant Program:

Chairman Phiel announced this is the date and time advertise to hold a public hearing to solicit public comment on the proposed budget the Adams County's 2025 Community Development Block Grant (CDBG) Program. Chairman Phiel called the public hearing to order at 9:18 a.m. and recognized Deana Duvall, Grants Coordinator, Planning Department.

Ms. Duvall noted we are here today to accept public comments on the proposed budget for Adams County's 2025 Community Development Block Grant Program Application. The total allocation amount received for Adams County is \$318,267.00; Gettysburg Borough's allocation - \$126,173.00 and Littlestown Borough's allocation - \$101,261.00. CDBG funds may be used to benefit low-to-moderate income persons; remove slums or blight; and to meet an urgent community need.

The activities proposed for inclusion in Adams County's 2025 budget application are: Possum Valley Municipal Authority - \$143,003.00; Bendersville Borough - \$117,976.00 and Administration - \$57,288.00.

Chairman Phiel noted the County's allocation is mostly used for infrastructure which are repeated requests from previous years. It is difficult to navigate these grants and encouraged new applicants to come forward. If they need assistance as to whether they qualify or not, the Planning Department will be there to assist.

Chairman Phiel asked if there was any public comments to be received on the Adams County 2025 Community Development Block Grant Program Application. The record shall show there was no public comments to be received.

Chairman Phiel closed the public hearing at 9:23 a.m. this date.

Public Comment:

No Public Comment was brought before the Board at this time.

Court Administration:

With recommendation by Court Administrator Don Fennimore, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the following Quotes from Quality, a Pennsylvania Company, for MDJ Little's office:

- A Furniture Proposal for three (3) replacement panels. This quote is made pursuant to PA Contract #4400025848. Total cost to the County is \$1,502.55.
- A Proposal for Delivery and Installation of the above items by Quality. Total cost to the County is \$300.00.

These Quotes are effective October 1, 2025. Total cost of the project is \$1,802.55, which shall be reimbursed to the County from Court-controlled funds.

Motion carried.

Children & Youth Services:

With recommendation from Sarah Finkey, Administrator, to approve the following:

- Mr. Martin moved, seconded by Mr. Phiel, to approve the Adoption Assistance Agreement between Adams County and F. & A.A. on behalf of S.T., Jr. in the subsidy amount of \$912.50/month.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to approve the Purchase of Service Agreement with CHOR Youth & Family Services

Motion carried.

District Attorney:

With recommendation from District Attorney Brian Sinnett, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners appoint Chairman Randy L. Phiel to sign the Pass-Through Contract Agreement with YWCA Hanover – Safe Home. This Contract allocates \$37,500.00 in funds from the STOP Violence Against Women Subgrant #44102 to YWCA Hanover – Safe Home for a portion of the salary and benefits of a Client Advocate and two on-call Client Advocates. The Agreement is effective October 1, 2025 and terminates December 31, 2026, subject to any approved extension of the project period for the subgrant.

Motion carried.

Tax Services:

With recommendation from Susan Miller, Assistant Director/Chief Assessor, Mr. Martin moved, seconded by Mr. Phiel, to approve the following Disabled Veterans Real Property Tax Exemption Certifications, effective with the 2026 County/Municipal Taxes:

- Parcel #35K11-0058 for a home on .51 acres located in Oxford Township
- Parcel #04L11-0248 for a home on .69 acres located in Berwick Township
- Parcel #43040-0007 for a home on .52 acres located in Carroll Valley Borough

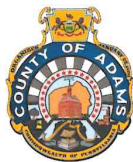
- Parcel #09E12-0084 for a home on .41 acres located in Cumberland Township
- Personal Tax Exemption for the following who meets the guidelines of County Policy – Betty Waggoner, Butler Township and Kira Liss, Cumberland Township

Motion carried.

Planning Department:

With recommendation from Director Sherri Clayton-Williams, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve the following:

- Resolution No. 10 of 2025, following the duly advertised public hearing held this same date. This Resolution authorizes the submission of an application to the PA Department of Community and Economic Development (DCED) for Community Development Block Grant (CDBG) Program funds in the amounts of \$318,267.00 for the County, \$126,173.00 on behalf of the Borough of Gettysburg, and \$101,261.00 on behalf of the Borough of Littlestown. This Resolution is effective October 1, 2025 as follows:



Office of the Adams County Commissioners

117 Baltimore St., Room 201, Gettysburg, PA 17325-2391

PHONE (717) 337-9820 · FAX (717) 334-2091

Commissioners: Randy L. Phiel, James E. Martin, Marty Karsteter Qually

Chief Clerk: Paula V. Neiman | County Administrator: Steven A. Nevada

Solicitor: Molly R. Mudd, Esquire

COUNTY OF ADAMS, PENNSYLVANIA

RESOLUTION NO. 10 OF 2025

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF ADAMS, PENNSYLVANIA, AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT FOR FUNDING THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT AND FURTHER CERTIFYING COMPLIANCE WITH THE REQUIREMENTS OF SAID PROGRAM.

WHEREAS, it is necessary and in the public interest that the County of Adams, Pennsylvania, receive funds from the Commonwealth through the Department of Community and Economic Development in accordance with the Community Development Block Grant Program; and

WHEREAS, the Pennsylvania Department of Community and Economic Development has notified the County that its 2025 CDBG allocation is \$318,267.00; and

WHEREAS, the Adams County Board of Commissioners has the legal authority and responsibility under the Act entitled Community Development Block Grant Entitlement Program for Nonurban Counties and Certain Other Municipalities, Act 179 of 1984, P.L. 906, codified at 35 P.S. Sec 1751-1765, to apply for Community Development Block Grant funds and represent the non-entitlement communities within the County; and

WHEREAS, the County, in accordance with Act 179, regulations adopted pursuant thereto, and the request of the Boroughs of Gettysburg and Littlestown, has elected to submit an application for FY 2025 CDBG Program funds in the amount of \$126,173.00 on behalf of the Borough of Gettysburg, and in the amount of \$101,261.00 on behalf of the Borough of Littlestown; and

WHEREAS, the Adams County Board of Commissioners have undertaken a considerable community participation process including written invitations to municipalities, informational meetings, hearings and legal notices all of which culminated in the prioritization of projects and development of a Community Needs Assessment; and

WHEREAS, the Adams County Board of Commissioners are familiar with the requirements of the program as included in the Statement of Assurances; and

WHEREAS, the County has designated the Adams County Office of Planning and Development as its administrating agency for its CDBG Program.

WHEREAS, the Adams County Board of Commissioners wishes to apply for said funds.

NOW, THEREFORE, BE IT RESOLVED by the Adams County Board of Commissioners that its Chairperson is authorized to have prepared the necessary forms and documents to submit an application to the Department of Community and Economic Development for Community Development Block Grant funds for the purposes aforesaid, including a budget reflecting the amounts and activities that were included in the public notice published by the County in *The Gettysburg Times*; and

BE IT FURTHER RESOLVED, if CDBG funds are determined by the Pennsylvania Department of Community and Economic Development to be expended on ineligible program costs or do not meet a national objective, Adams County Board of Commissioners agrees to repay the proportion deemed ineligible from non-federal sources.

BE IT FURTHER RESOLVED that the Community Needs Assessment developed in coordination with low and moderate income individuals, interested organizations, non-profits and other interested parties through the citizen participation process and municipal information gathering is hereby adopted; and

BE IT FURTHER RESOLVED that the Chairperson of the Adams County Board of Commissioners is empowered to place his signature, on behalf of the governing body, on necessary application forms and affix thereto the official seal of the Unit of Local Government.

THIS RESOLUTION WAS ADOPTED on the 1st day of October, 2025, at a duly advertised and convened public session.

ATTEST:

By: Paula V. Neiman
Paula V. Neiman
Chief Clerk

ADAMS COUNTY COMMISSIONERS

By: Randy L. Phiel
Randy L. Phiel
Chairman

By: James E. Martin
James E. Martin
Vice-Chairman

By: _____
Marty Karsteter Qually
Commissioner

- Re-adopt the annual Residential Anti-Displacement & Relocation Plan. This Plan certifies that the County will provide one-for-one replacement of units and relocation assistance for occupied and vacant low- and moderate-income dwelling units that are demolished or converted to other uses in any program funded by federal dollars. This Plan is adopted in accordance with Section 104(d) of the Housing and Community Development Act of 1974, as amended. This Plan is adopted effective October 1, 2025.
- Pennsylvania Department of Transportation Planning and Programming Agreement C920001360 (Work Order 3-A). This Agreement reduces the total work order amount from \$564,000.00 to \$545,400.00 to reflect the completion of certain work by PennDOT and its consultants, thus eliminating the need for the County to complete that work. This Agreement is effective on the date approved by the Commonwealth.

Motion carried.

Ag Land Preservation:

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

- Mr. Martin moved, seconded by Mr. Phiel, to approve and authorize Chairman Randy L. Phiel to sign the Agreement of Sale for the purchase of a Conservation Easement on a 132.05 acre farm owned by Trotalong, LLC (Hanover Shoe Farms) located at 380 Racehorse Road in Conewago Township. The total cost of the Conservation Easement is \$396,150.00, which will be paid for entirely by the Commonwealth. No County funds will be used for this purchase. The Agreement of Sale is effective as of the date last signed by all parties.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to approve and authorize Chairman Randy L. Phiel to sign the Agreement of Sale for the purchase of a Conservation Easement on a 102.06 acre farm owned by David and Fabienne Gladfelter located at 380 Honda Road in Mt. Pleasant Township. The total cost of the Conservation Easement is \$306,180.00, which will be paid for entirely by the Commonwealth in three (3) equal annual installments. No County funds will be used for this purchase. The Agreement of Sale is effective as of the date last signed by all parties.

Motion carried.

Department of Emergency Services:

With recommendation by Director Warren Bladen, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Qually, that the Board of Commissioners approve the Land and Office Space Lease Agreement with Air Methods, LLC. This Agreement renews the lease originally executed on August 1, 2023. Air Methods will continue to lease approximately 10,000 square feet at 230 Greenamyer Lane, Straban Township, at a rate of \$3,085.46 per month for the purpose of operating an air ambulance service. This Agreement is effective as of August 1, 2025 and expires July 31, 2027.

Motion carried.

Information Technology:

With recommendation by CIO Phil Walter, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve the following:

- Designate Chairman Randy L. Phiel to sign the Quote from Sideview, LLC, of Oakland, CA, for the renewal of the County's license, support, and maintenance for Sideview's App "Cisco CDR Reporting and Analytics." This product provides the ability to gather information from the County's VOIP phone system, such as searching and creating reports about phone call information. The term of the Agreement is one (1) year, commencing on November 20, 2025 and terminating on November 19, 2026. Total cost to the County is \$1,600.00.
- In coordination with Deputy Director of Human Resources Danette Laughman, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the request that Jotform be added to the IT department's list of approved applications for County use. Jotform will be used by HR to create various forms for purposes such as interview scheduling and activity sign up. Total cost to the County is \$190.00 per year.

Motion carried.

Security:

With recommendation from Mark Masemer, Director and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve to designate Chairman Randy L. Phiel to sign the Annual Maintenance Agreement with Autoclear, a New Jersey Company, to perform inspections and maintenance on the X-ray machine located at the Human Services Building. The term of the Agreement is September 1, 2025 to August 31, 2026. Total cost to the County is \$5,600.00.

Motion carried.

Elections and Voter Registration:

With recommendation from Angie Crouse, Director and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve the 2025 Provisional Ballot Affidavit Redesign Grant Agreement with the PA Department of State. This Agreement provides \$500.00 in grant funds to the County as reimbursement for purchasing the Department's new version of the provisional ballot envelopes. This Agreement is effective October 1, 2025.

Motion carried.

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:

- Mr. Martin moved, seconded by Mr. Phiel, to approve and sign the Amendment to the Professional Services Agreement originally executed May 15, 2024, with Orr Training Services, LLC. This Amendment extends the term of the Agreement to May 1, 2026, for the purpose of providing legally required training seminars to ACACC staff, including training for staff coming into contact with pregnant and postpartum inmates. This Amendment is effective October 1, 2025.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to approve and sign the Residential Substance Abuse Treatment Program Grant Application for the PA Commission on Crime and Delinquency ("PCCD"). This Application seeks \$195,753.00 for the purpose of expanding the MAT program at the ACACC to allow for evidence-based psychosocial treatment and creation of individualized discharge plans that include aftercare. A County match of \$53,939.00 will be required. The Grant project period is January 1, 2026 – September 30, 2027.

Motion carried.

Commissioners:

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

- Mr. Martin moved, seconded by Mr. Phiel, to authorize the advertisement on October 3, 2025, the Request for Proposals for Inmate Healthcare Provider for the Adams County Adult Correctional Complex through the PennBid digital platform.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to designate Chairman Randy L. Phiel to sign the Pennsylvania Opioid Misuse and Addiction Abatement Trust ("Trust") Certification Form for 2025. This Annual Certification confirms that the opioid settlement funds received by the County from the Trust will be used in a manner consistent with the eligible uses outlined in the opioid settlement agreements. This certification is effective October 1, 2025.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel, to approve and sign the Engagement Letter with Walker Blue, LLC. Under the Agreement, Walker Blue will provide tax consulting services to the County for the purpose of claiming the Federal Investment Tax Credit for the rooftop solar project at the Human Services Building, which is anticipated to be worth approximately \$300,000.00. The total cost of these services, including tax form preparation, is \$21,467.00. This Agreement is effective October 1, 2025.

Motion carried.

- Mr. Martin moved, seconded by Mr. Phiel to adopt and approve Resolution No. 11 of 2025 as follows, approving federally tax-exempt financing through Pennsylvania's Next Generation Farmer Loan Program upon application by Benjamin F. Esh in an amount not to exceed \$667,000.00 for agricultural land and/or buildings located at 138 Crooked Creek Road in Franklin Township. The approval granted by the Board shall not in any way pledge or obligate the credit or taxing power of the County, nor shall the County be liable for the payment of the principal or interest on any obligations issued by The Adams County Industrial Development Authority, the issuer of the tax-exempt debt on behalf of Mr. Esh.



Office of the Adams County Commissioners

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PHONE (717) 337-9820 · FAX (717) 334-2091

Commissioners: Randy L. Phiel, James E. Martin, Marty Karsteter Qually

Chief Clerk: Paula V. Neiman | County Administrator: Steven A. Nevada

Solicitor: Molly R. Mudd, Esquire

RESOLUTION NO. 11 OF 2025

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF ADAMS TO
APPROVE FEDERALLY TAX-EXEMPT FINANCING THROUGH PENNSYLVANIA'S NEXT
GENERATION FARMER LOAN PROGRAM UPON APPLICATION BY
BENJAMIN F. ESH**

WHEREAS, the Adams County Industrial Development Authority (hereinafter "ACIDA") has held a public hearing on an application/project in an amount not to exceed \$667,000 for the Next Generation Farmer Loan for Benjamin F. Esh, to finance the acquisition of agricultural land and/or buildings located at 138 Crooked Creek Road, Gettysburg, Franklin Township, Adams County, Pennsylvania; and

WHEREAS, the Adams County Industrial Development Authority has determined that the application/project conforms to the public purpose, eligibility and financial responsibility requirements of the Pennsylvania Economic Development Financing Law and approved the above application/project at a publicly advertised meeting held on September 25, 2025; and

WHEREAS, the Project's details are set forth in the public notice announcement on file in the Adams County Industrial Development Authority's Office.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF ADAMS, PENNSYLVANIA, that the Board hereby approves the revenue obligation or tax exempt issues as stated above; and

BE IT FURTHER RESOLVED, that the approval granted hereby shall not, in any way, pledge or obligate the credit or taxing power of the County, nor shall the County be liable for the payment of the principal of, or interest on, any obligations issued by the Authority.

ADOPTED this 1st day of October, 2025, by the Board of Commissioners of the County of Adams, Pennsylvania, in lawful session duly assembled.

ATTEST:


Paula V. Neiman, Chief Clerk


Randy L. Phiel, Chairman


James E. Martin, Vice Chairman

Marty Karsteter Qually, Commissioner

Motion carried.

- Solicitor Mudd recognized Harlan Lawson, Project Manager with GMS, who addressed the Board of Commissioners and provided an overview of the application process for the Opioid Settlement Funds. Mr. Lawson noted assistance will be provided to any organization who may need help in completing the applications. All applications received will be reviewed for eligibility and any award will be announced at a public meeting. This is a new application process, so they are not sure how many applications will be received.

Chairman Phiel noted there is an opioid crisis and help is needed, and this process will assist us in getting the funds to where they can service people in need. The Opioid Settlement Trust has very restrictive guidelines and it may be difficult to find ways to utilize these funds. A press release will be announced to get this information out to the public.

With recommendation from County Administrator Steve Nevada and Planning Director Sherri Clayton-Williams, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners review and approve the implementation of the Adams County Opioid Settlement Funds Grant Program (hereinafter "ACOSF") to facilitate the distribution of Opioid Settlement Funds to qualified applicants for approved projects aimed at the prevention, treatment and recovery from opioid misuse and addiction for County residents, in accordance with the terms outlined in the Court-approved Settlement Agreements:

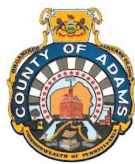
- ACOSF Grant Program Guidelines; and
- ACOSF Grant Program Application Form; and
- Authorize the posting to the County Website of the Informational Summary and Link.

The initial application period will open on October 1, 2025. All applications must be submitted by close of business on November 12, 2025. Subsequent grant application periods will be announced by the County periodically in public forums and through the County website.

Motion carried.

With recommendation by County Administrator Steve Nevada, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve the following:

- Intergovernmental Cooperation Agreement with Franklin County to house certain low-security inmates at the Adult Correctional Complex as may be needed. The Agreement provides that Franklin County will reimburse Adams County at a per diem rate of \$80.00 per inmate as well as for costs of all meals. This Agreement is effective October 1, 2025 for a period of six (6) months. It is further recommended that the Board approve Resolution No. 12 of 2025, which effectuates the terms of the Agreement as required by the PA Intergovernmental Cooperation Act (53 Pa.C.S. 2301, *et seq.*). The following Resolution is effective October 1, 2025.



Office of the Adams County Commissioners

117 Baltimore St., Room 201, Gettysburg, PA 17325-2391
PHONE (717) 337-9820 · FAX (717) 334-2091
Commissioners: Randy L. Phiel, James E. Martin, Marty Karsteter Qually
Chief Clerk: Paula V. Neiman | County Administrator: Steven A. Nevada
Solicitor: Molly R. Mudd, Esquire

RESOLUTION NO. 12 OF 2025

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF ADAMS COUNTY,
PENNSYLVANIA, AUTHORIZING THE EXECUTION OF AN
INTERGOVERNMENTAL COOPERATION AGREEMENT WITH FRANKLIN
COUNTY FOR THE HOUSING OF INMATES AT THE ADAMS COUNTY ADULT
CORRECTIONAL COMPLEX.**

WHEREAS, the Intergovernmental Cooperation Act, 53 Pa.C.S.A. § 2301, *et seq.*, permits local governments to enter into agreements for the performance of governmental functions and responsibilities; and

WHEREAS, Franklin County has requested that Adams County provide housing for a limited number of its inmates at the Adams County Adult Correctional Complex (ACACC); and

WHEREAS, the Board of Commissioners of Adams County has determined that it is in the public interest to cooperate with Franklin County for this purpose, provided that such cooperation is structured to be cost-neutral and does not strain the resources of Adams County; and

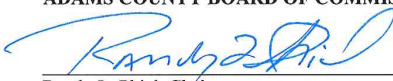
WHEREAS, an Intergovernmental Cooperation Agreement has been negotiated between Adams County and Franklin County, a copy of which is attached hereto and incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Adams County, as follows:

1. The Intergovernmental Cooperation Agreement between Adams County and Franklin County for the housing of inmates, a copy of which is attached herein as "Exhibit A", is hereby approved.
2. The terms of the Agreement, including the per diem rate, provisions for meal cost reimbursement, inmate security level restrictions, medical cost liability, and staffing limitations, are found to be in the best interest of Adams County.
3. This Resolution shall take effect immediately upon its adoption.
4. The Warden for the Adams County Adult Correctional Complex is hereby directed to effectuate the terms of the Agreement.

ADOPTED this 1st day of October, 2025, by the Board of Commissioners of Adams County, Pennsylvania.

ADAMS COUNTY BOARD OF COMMISSIONERS


Randy L. Phiel, Chairman


James E. Martin, Vice Chairman


Marty Karsteter Qually, Commissioner

ATTEST:


Paula V. Neiman, Chief Clerk

Motion carried.

With recommendation by County Administrator Steve Nevada, and after review by Solicitor Molly R. Mudd, Mr. Martin moved, seconded by Mr. Phiel, that the Board of Commissioners approve the following:

- Establish health care benefits and fringe benefits for members of the Court-Appointed Support Staff bargaining unit that decertified from the TEAMSTERS Local Union 776 pursuant to a Vote of Decertification that was canvassed and reported out by the Pennsylvania Labor Relations Board (hereinafter “PLRB”). In an Order issued by the PLRB that became final effective September 18, 2025, the Court-Appointed Support bargaining unit was decertified.

Except as expressly set forth and enumerated below, the Court-Appointed staff shall be entitled to the health care benefits and fringe benefits set forth in the County Employee Handbook.

1. **Healthcare**

- a. Court-Appointed Support employees shall remain enrolled in their current healthcare plan (medical, vision, and dental), including the same deductibles, copays, and coverage provisions, at the same payroll deduction costs, through December 31, 2025.
- b. Beginning January 1, 2026, Court-Appointed Support employees who elect to be covered by the County Healthcare Plan will be enrolled in the same Healthcare Plan (including medical, vision, and dental) available to all other eligible County employees, subject to all of the terms, conditions, and costs of such plan.
- c. To smooth the transition to the County Healthcare Plan in 2026, effective January 1, 2026, for the 2026 calendar year, the County will fund a Flexible Savings Account (“FSA”) based on the Court-Appointed Support employees’ benefit elections for the applicable year(s), as follows:

Plan		2026
500/100	Unmatched by employee	\$125
	Matched by employee	\$126 - \$325
1000/2000	Unmatched by employee	\$250
	Matched by employee	\$251 - \$450

- d. “Matched by employee” means funds contributed by the employee in the above amounts will be matched by the County, up to the maximum Employer match set forth above.
 - e. Any Court-Appointed Support employees hired on or after October 1, 2025 will not be eligible for a County-funded FSA.
2. **Paid Time Off (PTO).** Court-Appointed Support employees shall accrue PTO in accordance with the PTO accrual rates set forth in the County Employee Handbook, except that any Court Support employee that, as of October 1, 2025, accrues PTO at a higher rate than the County PTO accrual rate, shall continue to accrue PTO at the higher rate and such accrual rate will be frozen. If and when the Court Support employee would be entitled to accrue PTO at a higher rate under the County PTO policy, then the employee shall begin to accrue PTO at the applicable County rate.
3. **Disability, Life, and AD&D Insurances.** Court-Appointed Support employees shall remain enrolled in their current Disability, Life, and AD&D Insurance through December 31, 2025. On January 1, 2026, Court Support employees shall receive the same Disability, Life, and AD&D insurance coverage provided to non-bargaining employees of the County. Any Court-Appointed Support employees hired on or after October 1, 2025 will be enrolled in the Disability, Life, and AD&D coverage provided to non-bargaining employees of the County.
4. **Incentive for College Degrees.** Any Court-Appointed Support employee hired prior to October 1, 2025 received a base wage adjustment for completing an Associate’s Degree or Bachelor’s Degree under the Court Support Collective Bargaining Agreement shall continue to receive the same base wage adjustment they are currently receiving (i.e., 2% of base wage for Associate’s Degrees or 3% of base wage for Bachelor’s Degree).

Motion carried.

Personnel Report:

Mr. Martin moved, seconded by Mr. Phiel, to approve the Personnel Report as presented:

Court:

- Domestic Relations: Ashley Raylock, Conference Officer, and Jayden Kessler, General Clerk, effective September 22, 2025

Probation Services:

- Probation Officers – Jordan Heeney and Gregory Young, effective October 6, 2025
- Separation of employment for Miranda Stultz, Probation Officer, effective October 3, 2025

Clerk of Courts:

- Promotion of Adrienne Leshner from Deputy Clerk 2-New Case Clerk to Court Specialist 1, effective September 22, 2025
- Tabitha Welch, Court Specialist 1, effective September 29, 2025. Ms. Welch is transferring from a General Clerk position in Domestic Relations.

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

Children & Youth Services:

- Merit hire promotion for Taylor Prentice from Caseworker 1 to Caseworker 2, effective September 8, 2025
- Amend the effective date for Annette Chretien-Breighner, Caseworker 2, from August 29, 2025 to September 8, 2025
- Sarah Wentz, Caseworker 1-Intake, effective September 22, 2025
- Transfer Leasia Ayers from Supervisor Program Specialist 2 to Independent Living Program Supervisor, effective September 17, 2025
- Adams County Adult Correctional Complex – Corrections Officers: Dominick Lynch, Vanessa Flinchbaugh, Jaeda Salter, effective October 6, 2025

Separation of Employment with permission to post:

- Retirement of Gail Laughman, Assistant, Voter Registration, effective November 26, 2025
- Amanda Curry, Caseworker 1-Independent Living, effective September 23, 2025
- Ramesh Gajmer, Custodian, effective September 12, 2025
- Adams County Adult Correctional Complex: Corrections Officers – Zachary Groft, effective September 17, 2025; Ryan Carson, effective September 21, 2025; Michael Baylor, effective September 27, 2025
- Emily Wiser, Correctional Program Specialist, effective September 24, 2025
- Revised date of separation for Maria Mejia, Records Specialist-Court Liaison from October 6, 2025 to October 15, 2025

Motion carried.

Expenditures:

Mr. Martin moved, seconded by Mr. Phiel, to approve the following expenditures for the period September 15, 2025 through September 26, 2025:

General Fund	\$ 753,377.40
Payroll – Week #39	<u>\$ 1,106,572.20</u>
Total General Fund	\$ 1,859,949.60
Children & Youth Services	\$ 290,370.50
HazMat Fund	\$ 6.00
Commissary Fund	\$ 6,151.42
Records Management	\$ 2,836.00
Hotel Tax Fund	\$ 140.63
Opioid Settlement	\$ 4,903.17
Capital Project-Reserve	\$ 16,195.00
Capital Projects	\$ 3,617.59
911 Fund	\$ 34,747.67
Internal Service Fund	<u>\$ 252,686.40</u>
Total Special Funds	\$ 611,627.38
Total Expenditures	\$2,471,576.98

Motion carried.

Other Business:

Commissioner Phiel reminded everyone that it is Apple Harvest time, next two weekends in October in Adams County.

Salary Board Meeting:

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

Adjournment:

Mr. Martin moved, seconded by Mr. Phiel, to adjourn the Commissioners’ Meeting at 10:11 a.m. this date.

Motion carried.

Respectfully submitted,

Paula V. Neiman

Paula V. Neiman, Chief Clerk