

AGENDA, WEDNESDAY, OCTOBER 14, 2026:

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

Pledge of Allegiance:

Minutes:

Approve the September 30, 2026 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.

Proclamation:

- **HEAD START AWARENESS MONTH** – October 2026

Public Hearing – 2026 Community Development Block Grant Program:

Date and time advertised to solicit public comment on the proposed budget for Adams County's 2026 Community Development Block Grant (CDBG) Program. The activities proposed for inclusion in the 2026 CDBG Application are: Grant Administration - \$56,780.00; Adams County Adult Correctional Complex – two (2) projects totaling \$211,669.00; New Hope Ministries – Rental housing assistance \$23,500.00; Anthony's Way - \$23,500.00

Court Administration:

Recommendation from Court Administrator Rachel Schreck, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the Separation Agreements for Brenda Myers and Neil Burkholder following the Court's reorganization and consolidation of departments. These Agreements provide for the separation of the Ms. Myers and Mr. Burkholder on October 11, 2026, and outlines payment of earned wages and accrued PTO. As part of these Agreements, Mr. Burkholder will be paid a severance amount of \$40,624.00 and Ms. Myers a severance amount of \$2,013.00 from the Court's budgeted funds.

Probation Services:

Recommendation from Chief Kristi Fields, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Grant Application for County Adult Probation Grant-In-Aid funds. This Application seeks \$162,883.00 in State funds from the Pennsylvania Commission on Crime and Delinquency (PCCD) to support the salaries and benefits of 27 full-time adult probation and parole staff for the project period beginning July 1, 2026 and ending July 30, 2027. No county match is required. This Application is effective October 14, 2026.

AGENDA, WEDNESDAY, OCTOBER 14, 2026

Page 2

Probation Services cont'd:

- Submission of the Equitable Compensation Letter certifying compensation equity for juvenile probation personnel; the Worker Protection and Investment Certification Form confirming compliance with state labor and workforce-safety requirements; the FY 2025-2026 Financial Statement detailing expenditures of prior-year grant funds; and the FY 2026-2027 Proposed Budget outlining the planned use of current-year grant funds. These Documents satisfy mandatory application requirements under the Juvenile Probation Services Grant Program for FY 2026-2027 grant funding.

Sheriff:

Recommendation from Sheriff Joshua Fitting and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the renewal invoice from Lexipol, LLC, a Texas Company. Lexipol provides Policy Manuals and Daily Training Bulletins for the Sheriff's office. The term of the Agreement is one (1) year, commencing on November 1, 2026 and terminating October 31, 2027. Total cost to the County is \$13,010.37.

Children & Youth Services:

Recommendation from Administrator Jessica Coy, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners ratify the Memorandum of Understanding (MOU) in support of Respective Solutions Group, Inc.'s application to the Pennsylvania Department of Human Services for Family Support Programs. The MOU outlines collaborative roles to support implementation of the Family Check-Up/Everyday Parenting evidence-based home visiting model and complementary fatherhood engagement services. The MOU is effective October 9, 2026.

2026 Community Development Block Grant Program (CDBG):

Recommendation from Grants Coordinator Deana Duvall, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners approve the following:

- Adopt Resolution #8 of 2026 Authorizing a Resolution by the Adams County Commissioners, Adams County, Pennsylvania, Re-adopting a Policy of Non-Discrimination on the basis of disability.
- Adopt Resolution #9 of 2026 authorizing the submission of the 2026 Community Block Grant Application to the PA Department of Community & Economic Development for funding through the Community Development Block Grant and further certifying Compliance with the requirements of said Program. In addition, to authorize Chairman Randy Phiel to sign the Application on behalf of the Commissioners.

Information Technology:

Recommendation from CIO Phil Walter, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the following:

AGENDA, WEDNESDAY, OCTOBER 14, 2026

Page 3

Information Technology cont'd:

- Quote from Carahsoft Technology Group for Recite Me. This Program provides professional ADA remediation services for PDF documents, which the County and Court will use to ensure that public-facing documents are ADA compliant. This Quote is made pursuant to OMNIA Contract #R240303. The term is October 15, 2026 through October 14, 2027. Total cost to the County is \$3,157.80, which covers 1,000 pages of documents.
- 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, 2026 and terminating on November 19, 2027. Total cost to the County is \$1,920.00.

Public Defender:

Recommendation from Public Defender Scott Harper, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the following:

- A Quote from Datum Storage Solutions for purchase of a new filing system for the Public Defender's Office. This Quote is made pursuant to Pennsylvania State Contract #4400025387 and is effective October 14, 2026. Total cost for the filing system is \$16,214.00.
- A Proposal from J. P. Jay Associates for installation of the filing system. It is further recommended that the Commissioners sign the Addendum to the Standard Terms and Conditions, which incorporates the County's standard terms into the Agreement. The Proposal is effective October 14, 2026, with a cost of \$6,796.50.

Total cost to the County is \$23,010.50, which will be reimbursed to the County from grant funding from the Pennsylvania Commission on Crime and Delinquency (PCCD).

Elections & Voter Registration:

Recommendation from Director Angie Crouse, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners ratify the following:

- Quotation 2250386 with A. Rifkin Co. This Quote provides five (5) Expanded Trans-Sac Nylotop bags to be used for provisional ballots for a total cost of \$202.24. This Quote is effective October 5, 2026.
- Sales Quote (No. SQ-015761) with Inclusion Solutions. This Quote provides twenty-seven (27) voting booths (single and 4-station) and signage at a total cost of \$15,609.00. This Quote was the lowest cost of three (3) solicited quotes. This Quote is effective September 30, 2026.

AGENDA, WEDNESDAY, OCTOBER 14, 2026

Page 4

Budget & Purchasing:

Recommendation from Assistant Director Phil Swope, and after review by Solicitor Molly R. Mudd, that the Board of Commissioners designate Chairman Randy L. Phiel to sign the Open-End (Equity) Lease Rate Quotes 10367086, 10373030, and 10382418, which are made pursuant to the County's Master Equity Lease Agreement with Enterprise Fleet Management Trust, a Missouri Company. The Quotes are for a 2027 Ford Transit-350 Passenger Van, a 2027 Nissan Kicks, and a 2027 Chrysler Pacifica, which will be used by Children and Youth Services. The term of each Lease will be sixty (60) months. Total cost to the County for the three (3) sixty-month Leases, including maintenance and administrative fees, will be \$162,321.60.

Commissioners:

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

- Ratify Chairman Phiel's signature on the Contract Change Order with Pennoni. This Change Order adds \$3,072.00 to Contract No. ADAMS24001 to install weight-limit signage at Bridge No. 118 in Adams County. The updates reflect new load-rating requirements and involve replacing multiple sign panels at all approach points. The Contract completion time is also extended by ninety (90) days. This Change Order is effective October 5, 2027.
- Designate Chairman Randy L. Phiel to sign the Pennsylvania Opioid Misuse and Addiction Abatement Trust ("Trust") Certification Form for 2026. 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 14, 2026.

Personnel Report:

Sheriff:

- Michael Welsh, Deputy Sheriff, effective October 13, 2025
- Promotion of Daniel Hartman to Deputy First Class, effective August 24, 2026

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

Children & Youth Services:

- Teonia Hamilton, Caseworker 1-Family Support, effective October 19, 2026
- Alexander Hayes, Caseworker 1-Intake, effective October 13, 2026
- Victoria Callahan, Social Service Adie 3-IL, effective November 2, 2026

Elections:

- Janet Albin, General Clerk, effective October 5, 2026

AGENDA, WEDNESDAY, OCTOBER 14, 2026

Page 5

Personnel Report cont'd:

Separation of Employment with permission to post:

- Jessica Ford, Office Assistant-Family Support, Children & Youth Services, effective September 29, 2026
- Madison Lang, Vector Control Program, Conservation District, effective October 9, 2026
- Rescind the employment offer to Michael Welsh, Deputy Sheriff, effective October 6, 2026
- Corrections Officers: Caleb Jarman, Asima Njomo, effective October 6, 2026; Zachary Atkins, effective October 23, 2026
- Correctional Program Specialists: Cody Pierce, Christopher Aspenwall, effective October 6, 2026

Expenditures:

Approve the following expenditures for the period September 28, 2026 through October 9, 2026:

General Fund	\$ 342,884.44
Payroll – Week #41	\$ 1,186,155.06
Total General Fund	\$ 1,529,039.50
Children & Youth Services	\$ 220,199.36
Liquid Fuels	\$ 16,882.24
Commissary Fund	\$ 1,834.08
Records Management	\$ 5,865.44
Hotel Tax Fund	\$ 249,093.50
Coroner VISA	\$ 33.30
Human Services	\$ 1,656.00
Parks, Recs & Green Space Prgm	\$ 4,682.74
Capital Project-Reserve	\$ 23,055.00
911 Fund	\$ 13,810.87
Internal Service Fund	\$ 393,599.21
Total Special Funds	\$ 930,711.74
Total Expenditures	\$ 2,459,751.24

Other Business:

Solicitor Mudd
Commissioner Clowney
Commissioner Martin
Commissioner Phiel

Salary Board Meeting:

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

Adjournment: