

## COMMISSIONERS' WORKSHOP MEETING

July 19, 2012

The Cumberland County Board of Commissioners met on Thursday, July 19, 2012, 9:00 a.m., Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Barbara Cross, Jim Hertzler and Gary Eichelberger; Dennis Marion, Chief Clerk; Ed Schorpp, Solicitor; Heather Ilgenfritz, Commissioners' Office; Janet Walter, Paralegal, Solicitor's Office; Controller Al Whitcomb; Charles Clement, Magisterial District Judge; Dana Best, Lynette McCulloch, Finance; Karen Wolff, Human Resources; Bill Fulton, Controller's Office; Patrice Pickering, Wendy Sheaffer, Office of Aging and Community Services; Nikki Gresh, Children & Youth; Eric Radnovich, District Attorney's Office; Sue Carbaugh, MH/IDD; Matt Stoner, Coroner's Office; Ted Wise, Department of Public Safety; Kirk Stoner, Stephanie Williams, Planning; Pat Slattery, Capital Projects Manager; John Lopp, Facilities Management; Donna Maurice, Housing and Redevelopment Authorities; Leisa Spence, Claremont Nursing & Rehabilitation Center; Bill Finnerty, IMTO; Gail Witwer, Carlisle Area Health & Wellness Foundation; Rebekah Finkey, CJ Planning and IP Programs; Donna Martin, Mary Jane Zeigler; Naomi Creason, The Sentinel; Dan Miller, The Patriot News.

Chief Clerk Dennis Marion called the meeting to order and led the Pledge of Allegiance. Chief Clerk Marion asked if there was any public comment. Donna Martin inquired if there had been any updates regarding the Patch Program funding. Chief Clerk Marion said at this time the budget process is still ongoing and no specific funding has been identified for the Patch Program. Ms. Martin submitted to the Board a Letter of Appeal on behalf of herself and the citizens of the Newville and Big Spring area (see attached). Commissioner Eichelberger reiterated for the record that the vote regarding the program was unanimous.

Magistrate Charles Clement spoke with the Board about a gift card he received from Verizon. The bundled service he obtained from his office relocation from New Cumberland to Lower Allen Township accrued points and also produced a dollar amount in the form of a gift card. He would like to donate this gift card in the amount of \$200 to the County General Fund. Judge Clement also received a \$268.94 refund from AT&T. It was for an overpayment moving forward from the relocation of his office. He requested this amount also be deposited into the County General Fund. This item will be placed on the Board of Commissioners Meeting Agenda for Monday, July 23, 2012.

Heather Ilgenfritz presented the following Contracts/Grants for the Board's consideration. Action is scheduled to be taken at the Board of Commissioners' Meeting on Monday, July 23, 2012.

Nikki Gresh of Children & Youth Services presented for the Board's consideration the following six contracts: Hempfield Behavioral Health, Inc., Adelphoi Village, Inc., NHS Pennsylvania, Amendment to Agreement with Common Sense Adoption Services, Inc., Amendment to Agreement with Alternative Rehabilitation Communities, Inc. and Diakon Wilderness Center are a combination of the purchase provider facilities where children are placed and also in-home services. There is no increase in cost for any of these six contracts.

Wendy Sheaffer of Aging & Community Services presented for the Board's consideration the following sixteen contracts: Addendum to Agreement with Stephanie E. Chertok, Esq. for Legal Services, Anthony L. Deluca, Esq. – Solicitor Service, Heritage In-Home Care Services – Home Support & Personal Care, Senior Helpers – Home Support & Personal Care, Safe Haven – Home Support & Personal Care, UCP – Capital Care – Home Support & Personal Care, Comfort Keepers – Home Support & Personal Care, VNA Private Duty – Home Support & Personal Care, Addus Healthcare – Home Support & Personal Care, The Arc of Cumberland and Perry Counties – Adult Day Care, VNA of Central PA – West Shore Senior Center, Christian Life Assembly Food Bank, The BRIDGE – Food Bank, Amendment to Agreement with Central PA Food Bank, Mt. Holly Springs Food Bank and George P. Branscum, MD – Medical Consultant Services. All of these contracts are renewal contracts for in-home services. All contract rates remain the same; there are no increases. The Letter Regarding Termination of Lease Agreement with the Borough of Newville is for the Patch Program. Ms. Sheaffer stated this space will be vacated on

September 30, 2012. Commissioner Cross inquired about the cost of the lease. Ms. Sheaffer stated the space has been leased for \$600 a month.

Eric Radnovich of the District Attorney's Office presented for the Board's consideration two contracts. The first contract regarding Thomas Frielle, Jr. – Consulting Services for Forensic Laboratory is a new contract. The second contract is with Siemens regarding Instrument Maintenance.

Lynette McCulloch presented for the Board's consideration Agreements for Claremont Nursing & Rehabilitation Center (CNRC). The first agreement is for Earnest M. Josef, MD. It is at the same rate as the previous two-year contract. The second agreement is with Premier GPO – Vendor, Network Services. This is a current vendor that is being used. The paperwork merely needs to be completed so that CNRC can take advantage of the Premier Group Purchasing Organization (GPO) pricing.

Stephanie Williams of Planning presented for the Board's consideration an Addendum to TreeVitalize Metros Sub-Grant Agreement between Planning and Carlisle Borough. This is an addendum that is already in place; it simply extends the agreement for another six months so that Carlisle Borough can complete the project and expend all funds.

Sue Carbaugh of MH/IDD presented for the Board's consideration the following nine Early Intervention Agreements: Gail Rawlings – Therapy Services, Jena Vander Velden – Therapy Services, Jennifer Snyder – Therapy Services, Kelly L. Rice – Therapy Services, Keystone Service Systems, Inc. DBA Keystone Children & Family Services – Therapy Services; Research Library, Nichole Custer – Therapy Services, United Cerebral Palsy of Central PA, Inc. – Therapy Services; Mapping Project, Aspirations LLC – Therapy Services and Emily Player – Therapy Services. Ms. Carbaugh said these contracts are renewal contracts for fiscal year of 2012-2013. All of these contracts are cut 5% based on a year-end projection from this past fiscal year. All of the funding will come from the Office of Child Development and Early Learning (OCDEL). During the budget process the Early Intervention Program sustained no cuts.

Donna Maurice of the Housing and Redevelopment Authorities presented for the Board's consideration the First Amendment to the Agreement with PA Department of Community and Economic Development for Emergency Shelter Grant Program to add an additional \$40,208 to the 2010 Emergency Shelter Grant.

Stephanie Williams of Planning presented for the Board's consideration Submission of Grant Applications by the Planning Department to Update the Park and Trail Guide. The first Grant Application is for Cumberland Valley Visitors Bureau for \$4,475. The second Grant Application is for the South Mountain Partnership for \$5,000. This funding will be used to update the Simply Moving Guide that the County Planning Department distributes in partnership with the Carlisle Area Health & Wellness Foundation. There is no County match required. Because of the Planning Department's partnership with the Carlisle Area Health & Wellness Foundation, they are providing \$5,000 cash which will serve as the match for both of the Grants.

Chief Clerk Marion said he is presenting on behalf of Recycling & Waste a Submission of Grant Application to PA Department of Environmental Protection for Recycling Performance Grant. The Recycling & Waste Authority has an opportunity to submit a Reimbursement Application in the amount of \$1,196. These are for recycling projects already completed. It is a refund back-up expense.

Patrice Pickering asked the Board for their consideration for Submission of an Emergency Solutions Grant to PA Department of Community & Economic Development. The amount is \$190,000 with a match. The match funding will be taken out of the Homeless Assistance Program funds given from the State. This will provide rapid rebalancing for the homeless.

Bill Finnerty asked the Board for their Consent to a Transaction regarding the Acquisition of New World Apps by Layered Technologies, Inc. Mr. Finnerty said Layered Technologies, Inc. requires a signed Consent from the Board per Cumberland County's contract. It is the new parent company of New World Apps but New World Apps

will still be providing the County's services. Mr. Finnerty performed research regarding this company and reported it is a solid company, viable and capable of replacing the previous company. Mr. Finnerty asked for the Board's action today in this matter. A short discussion ensued. Commissioner Cross moved to approve Consent to Transaction Regarding Acquisition of New World Apps by Layered Technologies, Inc. Commissioner Eichelberger seconded the motion and it unanimously carried.

John Lopp presented for the Board's consideration Consent to Assignment of a Natural Gas Sales Contract from CenterPoint Energy Services, Inc. to South Jersey Energy Company. Mr. Lopp said the same employees working for CenterPoint Energy are now working for South Jersey Energy Company as of July 1, 2012. South Jersey Energy Company has been in existence since 1973 and they have obtained national recognition for superior service and customer satisfaction. This matter will be revisited at the Board of Commissioners' Meeting scheduled for Monday, July 23, 2012.

Rebekah Finkey presented for the Board's consideration an Award of the PA Commission on Crime and Delinquency Grant for "Cumberland County Restrictive Intermediate Punishment (RIP) Treatment Programs." Ms. Finkey said this is the 17th year that these funds have been received from the State. This is a no match award of \$218,000. It supports drug testing, treatment and IP Coordination.

Matt Stoner of the Coroner's Office spoke about a Capital Project Request for the Board's consideration. It consists of a two-part project whereby 1,100 square feet of leased space at Mr. Stoner's office location in Mechanicsburg will be used for evidence security lockers and a three morgue cooler. Chief Clerk Marion said the cost of this project would be about \$65,000 and it is more cost effective than other conversion plans for Coroner's space within the County that had been discussed in the past. Mr. Stoner stated this amount may be offset by possible funds received through Act 122 Death Certificate Revenue. A short discussion ensued. This matter will be revisited at the Board of Commissioners' Meeting scheduled for Monday, July 23, 2012.

Dana Best presented for the Board's consideration Resolution 2012-19 Re Budget Adjustments (see attached). A short discussion ensued regarding the budget adjustments presented.

Ted Wise presented for the Board's review, the Annual Hazardous Materials Emergency Response Preparedness Report. Mr. Wise said this annual report is a requirement for submittal to the Pennsylvania Emergency Management Agency (PEMA) based on the Chemical and Planning Fees that were collected as a result of the Hazardous Materials Emergency Planning and Response Act 165. Mr. Wise gave a brief summary of the Hazmat Subsidy and a discussion ensued. There was question about the Hazmat fees and if they can support the Hazmat program. A report will be forthcoming from the Finance Department for the Board's review regarding a detailed report as to what items of the program the County subsidizes. It was suggested that this matter be further discussed at the next Public Safety Review Team Meeting.

Bill Finnerty presented for the Board's consideration the Quarterly Reimbursement Request and Performance Report – HAVA Grant. There are no funds for reimbursement in this past quarter. Commissioner Hertzler inquired if there has been an analysis of time and expenses incurred to track and implement the voter ID non-funded mandate issue. Mr. Finnerty stated that any substantial time accrued in this matter is being recorded. A brief discussion ensued regarding the history of the SURE ID numbers.

Pat Slattery spoke to the Board about Change Order EC-10 Re Prison Renovation & Expansion Project. Mr. Slattery spoke about the improvements, replacement and restoration to the security site lighting around the new work release area and the parking lot. The amount of the Change Order is \$21,010. Part of the work needed is the removal of corroded buried existing conduit that is 25 years old.

Kirk Stoner presented a Capital Project Request to replace Enck's Mill Road Bridge in Dickinson Township. This is one of the structurally-deficient bridges that are on the Capital Improvement Plan for the County's bridge program for replacement. The cost of this project is projected to be \$1.5 million. This project will be completed without the use of federal or State dollars. The funds used will come out of the County Liquid Fuel Funds. It will

not have an impact on the General Fund. After the engineering process is completed, the final estimation of the rest of the project can be assessed. Commissioner Hertzler inquired about the amount of daily traffic on the bridge. Mr. Stoner stated the traffic on this bridge is 250 vehicles a day.

Mr. Stoner presented a Request to Reduce Encumbrance of Liquid Fuels Tax Funds for Craigshead Bridge. The cost of the Craigshead Bridge in South Middleton Township will decrease the encumbrance on the County's Liquid Fuels Fund down to \$122,000. The County will pay 5%. The Federal and State funding will be 95% for the total cost of the project.

Mr. Stoner presented a Letter of Concurrence Re Preliminary Engineering Scope of Work and Price Proposal for Orrs Bridge Project. This price proposal and scope of work is for preliminary engineering. This project will take 18 months for completion and the cost is \$434,000. The County will pay 5% and the federal and State will share the remaining 95% cost of the project.

Solicitor Schorpp reported on the following Bid Openings: There were two bids received for the Replacement of the Cumberland County Old Jail Roof (see attached). John Lopp is recommending that the bid be awarded to the low bidder, Midstate Roofing, at the Board of Commissioners' Meeting on Monday, July 23, 2012. Commissioner Eichelberger moved to accept the receipt of the bid openings for the Replacement of the Cumberland County Old Jail Roof. Commissioner Cross seconded the motion and it unanimously carried.

There were four bids received for the Printing and Mailing of Cumberland County Real Estate and Per Capita Tax Bills (see attached). Commissioner Hertzler moved to accept the receipt of the bid openings for the Printing and Mailing of the Cumberland County Real Estate and Per Capita Tax Bills. Commissioner Eichelberger seconded the motion and it unanimously carried.

Liaison Reports: Commissioner Cross reported on the following:

- Drug & Alcohol Commission - Two Perry County vacancies on the Commission.
- Human Services Policy Team – There is a newly created State Department of Drug & Alcohol. The next Drug & Alcohol Commission meeting is scheduled for September in Perry County.
- Judges' Round Table - Attended the panel discussion on Monday, July 16, 2012. Judge Hess and Judge Peck discussed a Pilot Program. The subject was the Family Group Conferencing Program. This Pilot Program was also discussed at the Human Services Policy Team for Custodial Conciliation.
- Commission for Women – The Nominating Committee has forwarded two nominations for the Board's consideration at the Board of Commissioners' Meeting on Monday, July 23, 2012. These terms will expire at the end of 2014 and they will make up the last two vacancies on the Commission.
- SAFER Grant – Received by Chief Tom Murray, Carlisle Fire Departments. The Grant amount of \$136,000 will be used for recruiting and retention of firemen.

Commissioner Hertzler reported on the following:

- Affordable Housing Trust Fund Board Meeting took place on July 17, 2012. The Affordable Housing Trust Fund Board tentatively approved a \$240,000 budget for 2013.
- Agriculture and Land Preservation Board met on Wednesday, July 11, 2012. The County's Ag Day is scheduled for October 6, 2012. This event celebrates agricultural history and 100 years of 4-H.
- The Housing & Redevelopment Authorities met on July 13, 2012 – There was discussion of the Redevelopment Assistance Capital Program (RACP) Grant Application regarding the former International Automotive Component site.
- Capital Region Council of Governments (CAP COG) met on Monday, July 16, 2012. Scott Wyland and Steve Hann gave a presentation on the latest unfunded Mandate from DEP and EPA, MS4 Stormwater Management Requirements. September 14, 2012, is the deadline for affected municipalities to submit Permit Applications to DEP.

Commissioner Eichelberger reported on the following:

- Library System's Board Meeting was not held because of the focus on the Library relocation process.
- MH/IDD meeting will be held today. The Board has received a preliminary impact memorandum regarding the funding reductions and a briefing will be included today at the Board meeting.
- An Economic Development Corporation (EDC) Comprehensive Report was presented at the meeting on July 17, 2012. EDC Director Jon Bowser had a meeting and conference call with staff from Novitas Solutions which will be located in the Cumberland Technology Park. They are seeking public transit alternatives for this site and for their employees as well. The Executive Director of Capital Area Transit (CAT) Bill Jones was present.
- The Planning Commission Meeting was held this morning. There was discussion including the recent boundary changes with South Middleton Township, the Carlisle Borough and West Pennsboro Township. The issue arose regarding consistency between GIS maps and tax maps. Next month there will be a presentation by the Tri-County Regional Planning Commission.

Chief Clerk Marion reported Executive Sessions were held on July 9, 2012, 2:32 p.m. Re Potential Litigation; July 10, 2012, 1:15 p.m. Re Personnel Issues and July 17, 2012, 1:00 p.m. Re Personnel Issues.

Chief Clerk Marion said as a new realignment and restructuring of the Workshop Meetings there will be a report on Administrative Matters after the Commissioners' Liaison Reports. There is no report today from the Board's perspective and Ms. Ilgenfritz said she had nothing to report as well.

There being no further business before the Board, there was a Request for Executive Session Regarding Personnel Issues. The Board came out of Executive Session at 10:50 a.m. and the meeting adjourned.

Respectfully Submitted,

Laurie Mazarella  
Administrative Coordinator