

COMMISSIONERS' WORKSHOP MEETING

October 25, 2012

The Cumberland County Board of Commissioners met on Thursday, October 25, 2012, 9:00 am, Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Jim Hertzler and Gary Eichelberger; Al Whitcomb, Controller; Ed Schorpp, Solicitor; Dennis Marion, Chief Clerk; Joanne Burkhardt, Deputy Chief Clerk; Janet Walter, Paralegal; Jack Carroll, Evelyn Reese, Drug & Alcohol; Bill Finnerty, Kyle Kurutz, IMTO; John Lopp, Facilities, Heather Ilgenfritz, Commissioners' Office; Chris Sechrist, Administrative Services; Kirk Stoner, Planning; Michael Clapsadl, Controller's Office; Penny Brown, Elections; Karen Wolff, Human Resources; Lynette McCulloch, Finance; Terry Barley, Aging & Community Services; Scott Sowers, Claremont Nursing & Rehab Center; Silvia Herman, Sue Carbaugh, Cumberland/Perry Mental Health/IDD; Rose Cook, Transportation; Mark Adams, Enterprise Resource Planning; Tom Imphong, Recycling & Waste; Wendy Hoverter, Children & Youth Services; John Bitner, Vector Control; Charles Hall, Matt Stoner, Coroner's Office; Ed LeClear, Rebecca Yearick, Cumberland County Housing & Redevelopment Authority; Chris Gulotta, The Gulotta Group; Kimberly King, Mechanicsburg; Mary Jane Zeigler, Carlisle; Christen Croley, The Sentinel; and Dan Miller, Patriot News.

Dennis Marion, Chief Clerk, called the Workshop Meeting to order and led the Pledge of Allegiance to the Flag.

Chief Clerk Marion asked if there was any public comment. There was none.

There was a brief summary provided for the following Contracts & Grants for the Board's consideration. Action is scheduled to be taken at the Board of Commissioners' Meeting on Monday, October 29, 2012.

Terry Barley discussed the agreements for Aging & Community Services:

- Southampton Township Board of Supervisors – Senior Center - \$40,000 *same as last year*
- Pressley Ridge, Inc. – HSDF Adult Counseling - \$7,000, *renewal*

Sue Carbaugh discussed the agreements for MH/IDD:

- Service Access & Management, Inc. – *New contract for \$2,000 paid out of MH funding allocation*
- Borough of Carlisle (Parks and Recreation Department) - *\$4,000 paid out of IDD based funds allocation*

Wendy Hoverter discussed the agreements for Children & Youth Services:

- COBYS Family Services, Inc. – *renewal contract at the same rate*
- Bethany Home, Inc. – *the shelter service is an increase, but used only on an as-needed basis*
- Amendment to Agreement with Keystone Service Systems, Inc. – *same rate*
- Amendment to Agreement with NHS Youth Services, Inc. – *same rate*
- Amendment to Agreement with NHS PA – *same rate*
- Amendment to Agreement with The Children's Aid Society of Franklin County – *same rate*
- Children's Resource Center of Pinnacle Health Hospitals – *renewal contract at the same rate*
- Youth Services Agency of PA, Corp. - *renewal contract at the same rate*

Rose Cook discussed the agreements for Transportation Department:

- Addendum to Agreement with NHS of PA, Inc. – *change to fares when fares are increased*
- Manito Transportation Services, Inc. – *for medical assistance transportation at western end of the County*
- Addendum to Agreement with Alternatives in Community Treatment, Inc. – *change to fares when fares are increased*
- Addendum to Agreement with Keystone Autism Services, Inc. – *change to fares when fares are increased*
- Addendum to Agreement with The ARC of Cumberland and Perry Counties – *change to fares when fares are increased*
- Addendum to Agreement with Family Health Council of Central PA, Inc. – *change to fares when fares are increased*
- Addendum to Agreement with Keystone Service Systems, Inc. – *change to fares when fares are increased*

Evelyn Reese discussed the agreement between Cumberland-Perry Drug & Alcohol Commission and Perry County HSDF – *received \$7,500 from Perry County Agency’s HSDF outpatient services which is \$60 less than received in 2012.*

John Lopp discussed the agreements for Facilities Department:

- Addendum to Agreement with Mike Sheriff Construction - *\$2,468 due to prevailing wage*
- Integrated Engineering Solutions, Inc. – *Ritner Property, \$13,600*
- All Data Management Software – *\$1,968 –upgrade done once a year for software used for vehicle maintenance*

Mark Adams discussed the agreement between the ERP Department and Productive Systems, Inc. - *\$1,750 for annual maintenance for software; no change from last year.*

Lynette McCulloch discussed the agreements for Claremont Nursing & Rehabilitation Center:

- NTT Data Long Term Care Solutions, Inc. – *\$95 a month, new cost; addendum to include an addition of the resident’s data online*
- Vitality Foodservice, Inc. – *no cost to general fund*

Charles Hall discussed the agreement between the Coroner and Forensic Pathology Associates. The agreement is for autopsies and pathology services; however, Mr. Hall is in the process of researching other options. One option would be to work in conjunction with Dauphin County’s facilities which would be more convenient to transport bodies to Dauphin County instead of Allentown/Lehigh. This option would save money and provide better efficiency in the long run.

Tom Imphong discussed the transfer of two Grant-Funded Recycling containers from Cumberland County to Hopewell Township. Cumberland County now has 26 out of 33 municipalities (about 90%) that use curbside recycling service.

Lynette McCulloch discussed the Credit Application for Keystone Purchasing Network- *no cost to General Fund.*

Terry Barley discussed the Coordinated Human Services Plan. He stated that a new activity this year resulted from the Governor proposing a Block Grant for a number of programs and a reduction of 20% in the funding. The resulting budget contained a 10% decrease in funding and includes funding from MH, IDD, C&Y, Drug & Alcohol, Homeless Assistance and HSDF. The total

amount in the plan is \$13,943,146. That represents a 10% reduction in prior year funding and the plan will serve an estimated 61,800 consumers. Every County is being required to submit a coordinated plan.

Chris Gulotta discussed the proposed Bus Circulator Service (see attached). He emphasized that it would be a circulator service in and around Carlisle and would connect with Capital Area Transit (CAT) bus service on the West Shore. He stated that it is a demonstration service, so if it is successful during the two year demonstration, then the service could be expanded to other communities. He stated that it is part of the infrastructure needed for economic development and would help transport hundreds of employees who do not currently have transportation to get to work. The cost would be \$3,500 per year for three years and a one-time contribution from CAT for the purchase of a vehicle in the amount of \$1,050. The local share of the operating deficit would be around \$41,000 with a number of organizations to be approached about contributing to the local share including the Borough of Carlisle, South Middleton Township, Dickinson College, Carlisle Health & Wellness Foundation, Carlisle Regional Medical Center, Carlisle Events, and other area employers. Mr. Gulotta stated there was a steering committee which included discussions with transportation of their interest in being a service provider and to look at the most efficient way to provide the service.

Rebecca Yearick presented a \$35,000 commercial revitalization and shopsteading loan application on behalf of Kimberly King for a new downtown Mechanicsburg business called La Vie En Rose (see attached). The total project cost is \$98,000 and if the loan is approved, Cumberland County would be in the third lien position, with Mechanicsburg Borough approving a \$40,000 loan for renovations to the property. Upon approval, La Vie En Rose will open in the spring of 2013 and as a condition of the loan, the borrower will create one full-time position within two years of the loan closing. The Commissioners will take action on the loan request at the Board of Commissioners' Meeting on Monday, October 29, 2012.

Ed LeClear discussed the proposed 2013 Annual Plan and 2013 Community Development Block Grant (CDBG) Program and Home Investment Partnerships (HOME) Program Budgets (see attached). The budgets were approved at the Commissioners' Meeting of September 17, 2012. No public comment was received on the proposed plan. The Commissioners will take action on the plan at the Board of Commissioners' Meeting on Monday, October 29, 2012.

John Bitner discussed the recommendation of proposed fee increases for 2013 for Weights & Measures (see attached). He stated that the fee increases are necessary due to a slight increase in operating expenses for next year and it is estimated an extra \$45,000 in revenue will be generated.

Dennis Marion discussed the recommendation for 2013 Claremont Nursing & Rehabilitation Center Property & Liability Insurance Renewal with CNA (see attached). The Commissioners will take action at the Board of Commissioners' Meeting on Monday, October 29, 2012.

John Lopp discussed the Capital Project Request for Installation of the Elevator in the East Wing of the New Courthouse (see attached). The cost will be \$101,747 for the elevator replacement. The Commissioners will take action at the Board of Commissioners' Meeting on Monday, October 29, 2012.

Kirk Stoner discussed the Capital Project Request for the Orrs Bridge Replacement (see attached). The project cost is \$7 million dollars, of which the estimated cost to the County is 5%. The Commissioners will take action at the Board of Commissioners' meeting on Monday, October 29, 2012.

Charles Hall discussed the Capital Project Request for continuation of the current office expansion

project (see attached). The request is \$6,000 for reusable protective fire and hazmat gear. There was some discussion with regard to monies for this project will come from Act 122 funds and will not impact the County's General Fund. The Commissioners will take action at the Board of Commissioners' Meeting on Monday, October 29, 2012.

The Commissioners congratulated Mr. Hall for his appointment confirmation as the County's new Coroner.

Penny Brown discussed Election information (see attached Press Release). She reiterated that no one needs to have a photo ID in order to vote. The photo ID is optional and up to the voter. She stated that at this time it is an educational effort and it is not known what is to be done with the Voter ID Law ultimately, but it is a good opportunity to get the maximum amount of voters aware of what may happen for future elections. Ms. Brown reported that the deadline for absentee ballot applications is Tuesday, October 30, 2012, 5:00 pm in the Elections Office. The voted absentee ballots are due back in the office by Friday, November 2, 2012, 5:00 pm. Polling places will open on Tuesday, November 6, at 7:00 am and will close at 8:00 pm or until the last voter who was in line at 8:00 pm has voted. Commissioner Hertzler commended Ms. Brown and everyone in the Elections Department for dealing with the additional issue of the on again, off again photo Voter ID Law that was passed in Harrisburg.

Kirk Stoner announced that the Planning Department received a Statewide Planning Excellence Award from the Pennsylvania Chapter of the American Planning Association (APAPA) on October 16, 2012 for its "Planning Commission University" training program (see attached press release).

Kirk Stoner announced that the second public meeting of the Land Partnership Plan will be held on November 5, 2012, 7:00 pm at the Lower Allen Township Building (see attached press release). Commissioner Hertzler suggested the County take a look at identifying funding alternatives or mechanisms for the Farm Land Preservation Program.

Commissioners' Liaison Reports

Commissioner Hertzler reported on the following:

- Attended the Capital Region Council of Governments Meeting on October 15. There was report on the COG's successful multi-municipal auction of surplus equipment which returned a total of \$71,632 in revenues to participating municipalities. Municipalities that have cable franchise agreements with Comcast and Verizon FiOS are being asked again to consider entering into a shared cost franchise agreement compliance review of the services of those two cable providers in the capital region.
- The Aging Advisory Board met on October 19th. As a result of the recent passing of one member and the resignation of two others, there are now three openings on the Board. Efforts are underway to identify interested individuals. The Advisory Board is looking to make sure we have representations from each one of our Senior Centers. Additionally, Sandy Gurreri gave an update on the efforts of Apprise to address any

questions senior citizens have regarding Medicare Open Enrollment that runs from October 15 through December 7 to make any changes in their plans. The Aging Office is always looking for volunteers who want to learn about the Medicare plan and share the knowledge with neighbors and loved ones.

- Attended with Commissioner Eichelberger the Senator Toomey's news conference on October 22nd that was held in support of legislation that the Senator is planning to introduce to direct the Department of Defense regarding the study of feasibility of co-locating the Navy's historical records preservation efforts at the Army Heritage Education

Center (AHEC). The Department of Defense is looking at serious cutbacks in funding, so utilizing the \$13 million dollar conservation facility built at AHEC and maximizing its use makes good sense to the taxpayers of this country. At the same time, it will help to cement the necessity to keep AHEC at the site in the County.

- On October 24th, attended one of three training sessions for the official election workers.
- This afternoon, will be attending the full meeting of the Tri-County Regional Planning Commission in Harrisburg.

Commissioner Eichelberger reported on the following:

- MH/IDD met last weekend at Shermansdale with the Perry County partners; was not able to attend, no update at this time.
- Reported on the Planning Commission and asked Kirk Stoner for any additional updates. Mr. Stoner reported that 13 new applications were received for the two vacant positions on the Planning Commission Board and those have been added to the other 30 already received.
- Attended Housing & Redevelopment Authority meetings in Commissioner Hertzler's place due to a conflict with the Aging Advisory Group. A number of agenda items have already been covered so he didn't have anything further to report.
- The Library Board will be sending some representatives to the Commissioners' November 8th Workshop to present a briefing of the new strategic plan that was adopted. The Library staff have met with the libraries to look at technology infrastructure, current and future so that they can put a comprehensive plan together on technology and how they are going to apply with the dollars available.

Chief Clerk Marion reported that an Executive Session was held on October 15, 2012, 2:25 pm
Re Personnel Issues.

There being no further business to come before the Board, the Commissioners went into Executive Session to discuss Personnel Issues.

Respectfully submitted,

Ruth Ann Ciecierski
Administrative Assistant