

## COMMISSIONERS WORKSHOP MEETING

December 13, 2012

The Cumberland County Board of Commissioners met on Thursday, December 13, 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; Joanne Burkhart, Deputy Chief Clerk; Janet Walter, Solicitor's Office; Controller Al Whitcomb; Heather Ilgenfritz, Commissioners' Office; Ron Anderson, Sheriff; Dave Buell, Renee Simpson, Prothonotary's Office; Dana Best, Lynette McCulloch, Finance; Mick Burkett, Karen Wolff, Paul Skolka, Human Resources; Jamie May, Controller's Office; Bonnie Mahoney, Assessment; Sue Carbaugh, MH/IDD; Wendy Sheaffer, Aging & Community Services; Hank Thielemann, Sam Miller, Juvenile Probation; Ted Wise, Bob Shively, Department of Public Safety; Monica Ayer-Silvious, Transportation; Jeff Kelly, Planning; Pat Slattery, Capital Projects Manager; Tom Imphong, Recycling & Waste Authority; Ben Laudermilch, Housing & Redevelopment Authority; Bill Finnerty, IMTO; Mike Carey, Prison; Wendy Hoverter, Nikki Gresh, Lisa Reider, Children & Youth; Scott Sowers, Claremont Nursing & Rehabilitation Center; Rebekah Finkey, CJ Planning and IP Programs; Mary Jane Zeigler; Christen Croley, The Sentinel.

Chief Clerk Marion called the meeting to order and led the Pledge of Allegiance to the Flag. Roll call was taken: Commissioner Cross, Commissioner Hertzler and Commissioner Eichelberger were present.

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

There was a brief summary provided for the following contracts and grants for the Board's consideration. Action is scheduled to be taken at the Board of Commissioners' Meeting on Monday, December 17, 2012.

Mick Burkett discussed the Agreement between Human Resources and Sadler Health Center regarding the Smoking Cessation Program. It is funded through the money that is given back to the County from the insurance company.

Bonnie Mahoney presented the following Agreements for Assessment: Government Software Services, Inc. – Tax Software Licenses is a one-year maintenance support agreement. Evaluator Services and Technology, Inc. – (EST) Software Maintenance and Support service agreement. The ESRI Agreement is a maintenance and support agreement for GIS, personal mapping and tax mapping. Ms. Mahoney stated the EST Agreement went up \$69.40 per month; the ESRI Agreement went down \$500.00 a year.

Wendy Hoverter spoke about the following Children & Youth Services Agreements: Addendum to Agreement with Avanco International, Inc. has been budgeted for; there is no increase. KidsPeace National Centers, Inc.'s one service is down by 1%. There is no increase. The Bair Foundation of PA, Inc. has no increases but there is the addition of two new services. The rate for these services will be lower because they are Medical Assistance (MA) funded. The Amendment to the Agreement with The Bair Foundation of PA, Inc. is concerning their family development credentialing program. It has been cut by 93% in order to support the visitation program. Lois A. Ehrmann, PhD, The Individual and Family Choices Program, is a new service not covered by MA.

Sue Carbaugh presented the following MH/IDD Agreements for Early Intervention. Amendment to Agreement with Aspirations LLC was increased by \$33,000, therefore, Amendment to Agreement with Emily Player, MS – Therapy Services, Amendment to Agreement with PinnacleHealth Hospitals, Infant Development Program – Therapy Services, Amendment to Agreement with Shannon Sweeney, PT – Therapy Services and Amendment to Agreement with United Cerebral Palsy of Central PA, Inc. – Therapy Services, Mapping Project were reduced to help achieve the \$33,000 increased Aspirations LLC contract amount. Amendment to Agreement with Keystone Service Systems, Inc. – Home and Community Habilitation and Family Aide is for respite care. Agreement with Angels on Call, LLC – Home and Community Habilitation is a new IDD agreement to provide home and community habilitation. Dauphin County MH-ID Program contract is for the LTSR residence and it is for MH housing reimbursed by Dauphin County who then pays Keystone Services Systems, Inc. Lancaster County MH/MR/EI Program is a HICCU contract renewal.

Wendy Sheaffer presented the following renewal 2012-2013 Agreement between Aging & Community Services and Carlisle CARES – Emergency Shelter. Ms. Sheaffer said this is a \$10,000 contract which is a \$5,000 decrease from last year. It is part of the Homeless Assistance Program.

Sheriff Ron Anderson presented the annual Agreement between the Sheriff's Office and Castle's K-9, Inc. for training and annual certification. It is at the same rate.

Scott Sowers presented Agreements for Claremont Nursing & Rehabilitation Center: Amendment No. 2 to Agreement with Capital Blue Cross will allow the nursing home's participation in Keystone Senior Blue. Addendum to Agreement with Compassionate Care Hospice, Inc. is a renewal addendum for hospice care. Neither contract is an expense to the nursing home.

Ted Wise discussed the Agreement between Public Safety and Direct TV, Inc. Mr. Wise said Cumberland County Communications Unit is one of five units within the South Central Task Force that received a security grant upgrade to the satellite system and a contract with Direct TV to support the operation. The proposed cost is \$588.00 which is \$49.00 per month for a savings of \$1,200 annually.

Monica Ayer-Silvius presented the Agreement between Transportation and Alternatives in Community Treatment, Inc. It provides transportation to their clients for adult programs and there is no increase.

Prothonotary Buell presented an Agreement between the Prothonotary and Paperless Solutions Inc. which is for the new case management and e-filing system. The cost will come out of the Prothonotary's Automation Fund and the Records Improvement Fund. No General Fund money will be used for this project.

Jeff Kelly presented the following Agreements for the Planning Department: Carlisle Area Health & Wellness Foundation, Cumberland Valley Visitors Bureau and Appalachian Trail Conservancy which is a grant agreement. Each agency will contribute \$5,000 for a total of \$15,000 to be used to update the "Simply Moving" Guide. Mr. Kelly spoke about the approval of the agreement for Right of Way acquisition for Shared Bridge No. 345 with York County.

Tom Imphong discussed an Agreement between Cumberland County Recycling & Waste and Lower Frankford Township for Participation in the Drop-off Recycling Container Program. At this time, there are five municipalities in the County that do not have curbside trash and recycling. Mr. Imphong provided an overview of the full agreement process for the Board.

Mr. Imphong reviewed the Application to PA Department of Environmental Protection for Reimbursement for the Cost of the Household Hazardous Waste Door-to-Door Collection Program for the First half of 2012. The grant amount is \$9,026 (see attached).

Hank Thielemann requested approval to submit a Grant Application to PCCD for the Juvenile Accountability Block Grant. The grant amount is for \$11,112 with a 10% County match (see attached).

Ted Wise discussed the Cancellation of Insurance Policies for the Cumberland County Volunteer Fire Fighters Association and Cumberland County Fire Chiefs Association. ESIP is recommended as a package premium. The existing policy is with VFIS. Mr. Wise is requesting that those policies be cancelled saving the County \$878.00 annually.

Sue Carbaugh discussed a Renewal of Lease Agreement with Antonia & Rosario Tripoli for roughly \$9,000. Ms. Carbaugh said this agreement is for the Perry County Office in New Bloomfield. The monthly rent is \$750.00 per month including utilities. This amount has been split between EI and IDD.

Dana Best presented for the Board's discussion Resolution 2012-35 Re Budget Adjustment (see attached).

Jeff Kelly discussed the Modification of Encumbrance for the Craighead Bridge Project. This modification will increase the liquid fuels encumbrance by \$278,000 for total encumbrance of \$400,000 for Craigshead Bridge (see attached).

Ben Laudermilch requested the Board's consideration in approving the Affordable Housing Trust Fund 2013 Budget of \$240,000 (see attached) reflecting the following line items:

- Down Payment and Closing Costs Assistance Grants \$130,000
- Emergency Repair Program \$23,640
- Accessibility Grant Program \$30,000
- Housing Counseling \$15,000
- Administration-Redevelopment Authority \$24,000
- Administration – Cumberland County \$12,000
- Delivery – Redevelopment Authority \$5,360

Mr. Laudermilch also requested the Board's consideration of the reappointments of four members of the Affordable Housing Trust Fund Board: Dave Baric, Ted J. Herold, Michelle Crowley and Ellen Ile.

Ted Wise explained the Certification for Authorized Use of 9-1-1 Funds. The Chairman of the Board of Commissioners signs a Certificate of Authorization for annual certification. It states the County intends to comply with the rules and regulations of the Pennsylvania Emergency Management Agency (PEMA) which is responsible for the administration of this program.

Pat Slattery discussed Change Orders HC-4; EC-14 and PC-13. Change Order HC-4 will correct problems in existing Showers and additional demo work in the total amount of \$14,309; EC-14 is for installation of an additional conduit needed for the security system at a cost of \$24,526 and PC-13 involves repairs in existing roof drains, work in the gym area and piping in the Prison basement for a total amount of \$12,913.60; (see attached).

Mick Burkett spoke about the 2013 Property Insurance for Claremont Nursing & Rehabilitation Center. He recommended renewing the property insurance with Travelers for the 2013 policy period in the amount of \$34,828. This represents an 8.8% increase over the 2012 premium of \$32,001, which includes a 3% increase in property values over 2012 (see attached).

Mick Burkett recommended renewing the County's 2013 Excess Workers Compensation Insurance with a retention level to \$500,000. He recommended renewing with Midwest Employers Casualty Company at an initial premium savings of \$24,496 when compared to the premium quote of \$99,804 for 2013 if the retention limit remains at \$400,000. This is a total annual premium of \$75,308 (see attached.)

Sam Miller made a recommendation to award the RFP for Consultant Services to Provide Analysis of Cumberland County Juvenile Probation Programs and Practices to Indiana University of Pennsylvania.

Mike Carey made a recommendation to the Board to consider awarding the Bid for Inmate Health Care Services to PrimeCare Medical, Inc. The term of the agreement is five years with an option for three renewal years. The annual fee for one year is \$985,772.54 or \$82,147.71 per month which is approximately \$204,790 less than was projected for the 2013 budget (see attached).

Lynette McCulloch reviewed the Participation in the Purchase of Food by Cumberland County Facilities. She recommends acceptance of the vendors who participated in the RFP. The vendors are the same as in previous years. Vendor Edline chose not to participate in 2013.

The following Capital Project Requests were discussed as follows: Ted Wise spoke about the CAD Lifecycle and ccWebCAD Private Agency (see attached). Mr. Wise stated that the Department of Public Safety is looking at software upgrades to their computer and dispatch systems. One is a professional service contract with Archonix which with the acquisition of a server, would require Archonix's services. This is a cost of \$1,300. A software program that provides the direct support to the Emergency Medical Dispatch protocol software driven program is a cost of \$41,300. An RFP will go out for this issue to be sure that the vendors bring in the lowest possible amount.

Mr. Finnerty spoke about the Dell Fall Lifecycle 2012 (see attached.) He stated there are three options being considered. Dell has offered a financing option at just over 1%. The cost saving route is favored. The financing option would be \$5,000 for three years. Mr. Finnerty said he has also identified with that option \$31,000 in wireless funds which is not a subsidy that could be utilized. The current practice is to proceed with the thinner

Lifecycle for work stations and to extend the warranties on servers. Dell has changed their server warranty process from five years to seven years. The projected total cost for the computing equipment out of the General Fund is \$76,702.41.

Bill Finnerty spoke about the Virtual Desktop and Private Cloud (see attached) This Capital Project Request is a third option of the Dell Fall 2012 Lifecycle options. The total cost would be \$157,816.92.

Bonnie Mahoney gave a brief overview of the Per Capita Processing Changes. Ms. Mahoney presented a handout regarding the current Per Capita process and the changes to the process after the County no longer collects Per Capita Tax. The Per Capita roll will still be maintained until all Municipalities no longer collect Per Capita Tax. A brief discussion ensued (see attached.)

#### Commissioner Liaison Reports:

Commissioner Cross reported on the following:

AHEC Board update: Nancy McCarthy, a member of the Board, passed away. She led the way for the AHEC to materialize. Topics discussed at the Conservation District meeting: Turnpike project funding update, Federal permits, Consolidated Concentrated Animal Feeding Operations (CAFO), unconventional gas well funding of roughly \$19,000 that Cumberland County will be receiving. Topics discussed at the past Drug & Alcohol Commission meeting: honored their volunteers at the December Board meeting and a guest speaker spoke about her treatment and recovery from pain killer addiction. The Legislative Action on Justice and Reinvestment was discussed and if additional State funding will be available.

Commissioner Hertzler reported on the following:

The HATS Coordinating Committee meeting; Redevelopment & Housing Authority Board and the Aging Advisory Board meeting will take place tomorrow, December 14, 2012. The December Capital Region Council of Governments meeting has been cancelled because they have currently passed their 2013 Budget. Commissioner Hertzler will attend the Executive Committee of the Tri-County Regional Planning Commission on December 20, 2012. Commissioner Cross and he attended the Carlisle Chamber of Commerce Committee meeting to discuss the Penny on a Dollar Sales Tax Plan for Homeowner Property Tax Relief. Commissioner Hertzler attended meetings with State Legislators seeking their support for the proposal. He also met with the media regarding this matter.

Commissioner Eichelberger reported on the following:

The Planning Commission Workshop this morning was cancelled but the Planning Commission meeting will take place next week. The Western Cumberland COG meeting was held on Monday, December 10, 2012 and there was placement of new officers. South Central Caucus of County Commissioners: meetings are held quarterly during the County Commissioners Association of Pennsylvania (CCAP) Conferences. The last meeting was November 19, 2012. The topic was the Integrated Transit Study. PennDOT officials briefed the County Commissioners on this issue. Cumberland County Economic Development (EDC): finalization of the implementation of our partnership with West Shore Chamber of Commerce in which EDC will have staff on site there. A State program, Keystone Opportunities, is designed to help blighted and distressed sites. EDC has compiled sites to propose for this program. DCED is offering a program of lower interest rate on small businesses as well as lending for machinery and equipment until March 2013. No County tax money is being used for this program.

Chief Clerk Marion reported Executive Sessions were held on December 3, 2012, 2:35 p.m. Re Personnel Issues and December 10, 2012, 11:15 a.m. Re Personnel Issues.

There being no further business before the Board, Chief Clerk Marion said there was a Request for Executive Session Re Personnel Issues. The Board came out of Executive Session at 11:15 a.m. and the meeting adjourned.

Respectfully submitted,

Laurie J. Mazarella  
Administrative Coordinator