

COMMISSIONERS' WORKSHOP MEETING

February 28, 2013

The Cumberland County Board of Commissioners met on Thursday, February 28, 2013, 9:00 a.m., Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Barbara Cross, Jim Hertzler, Gary Eichelberger; Joanne Burkhart, Acting Chief Clerk; Ed Schorpp, Solicitor; Janet Walter, Solicitor's Office; Heather Ilgenfritz, Acting Deputy Chief Clerk; Alfred Whitcomb, Jamie May, Mary Brokans, Controller's Office; Sheriff Ron Anderson; Dana Best, Lynette McCulloch, Finance; Ted Wise, Public Safety; Kirk Stoner, Stephanie Williams, Planning Department; Rebekah Finkey, CJP/IP; Bill Finnerty, Robert Barner; IMTO; Justin Miller, GIS; Rick Betts, Joy Hair, Domestic Relations; Silvia Herman, Karen Lehman, Megan Johnston, MH/IDD; Lyle Herr, Charles McKenrick, Adult Probation; Scott Sowers, CNRC; Les Freehling, Susan Wingert, Michelle Sibert, Betsy Smith, District Attorney's Office; Hank Thielemann, Juvenile Probation; Pat Slattery, Capital Projects Manager; Penny Brown, Bureau of Elections; Patrice Pickering, Office of Aging and Community Services; Ed LeClear, Rebecca Yearick, Kate Molinaro, Donna Maurice, Cumberland County Housing and Redevelopment Authorities; Frank Goshorn, Domestic Relations; Jack Carroll, Drug & Alcohol; Rose Cook, Transportation; Jeff Williams; Mary Jane Zeigler; Christen Croley, The Sentinel; Steve Marroni, The Patriot News.

Acting Chief Clerk Joanne Burkhart called the Workshop Meeting to order and led the Pledge of Allegiance to the Flag.

Acting Chief Clerk Joanne Burkhart asked if there was any public comment. There was none.

Joy Hair, Karen Lehman and Charles McKenrick were recognized for their years of service with the County.

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, March 4, 2013.

Susan Wingert, Les Freehling and Michelle Sibert discussed Agreements for the District Attorney's Office:

- Stericycle Waste Solutions, Inc. – Service Agreement for the Forensic Lab – *Basic contract for the removal and disposal of biohazardous waste.*
- Submission of Grant Application to the Insurance Fraud Prevention Authority – *seeks permission from the Board to submit the grant application which covers salaried positions.*
- Submission of VOCA Grant Application to the Pennsylvania Commission on Crime & Delinquency (PCCD) – *asking the Board's permission to submit this two-year Grant Application. It will cover \$153,158 of certain salaries, benefits and operating expenses.*

Sheriff Ron Anderson discussed the following contract for the Sheriff's Office:

- CountySuite Software and Maintenance Support Contract for the Sheriff's Office – *continuation of renewal that provides maintenance and upgrades – a service agreement in the budgeted amount of \$1,000 amount the same as last year.*

Scott Sowers spoke about the following two cooperative contracts for Claremont Nursing & Rehabilitation Center:

- Cooperating Agency Agreement with Messiah College for the Undergraduate Nursing Program – *undergraduate nurses are given a clinical experience at CNRC to help them achieve knowledge for their nursing degree – no expense.*
- Memorandum of Agreement with Quality Insights of Pennsylvania for Medicare Beneficiaries – *the goal of this contract is to improve CNRC's process for Medicare Beneficiaries – no expense.*

Hank Thielemann asked the Board for their consideration of the following Juvenile Probation Department contract:

- Contract for Professional Services with Hugh S. Smith Ph.D. & Associates, P.C. for the Juvenile Probation Department – *for comprehensive psychological evaluations- when assessments are necessary for children with certain types of tendencies – a new contract.*

Silvia Herman discussed the Agreements for MH/IDD:

- Amendment to Agreement with Keystone Service Systems, Inc. d/b/a Keystone Community Health – *A Mental Health Program – contract decrease based upon expenses and providers.*
- Master Contract/Letter of Agreement with Joanna Karns, MT-BC – *An Early Intervention provider – contract increase due to special instructor requested by two families but prior Early Intervention Contracts were discussed so that resources are available for the cost increase of the special instructor.*

Bill Finnerty presented for the Boards consideration Agreements for IMTO:

- Terms of Maintenance Agreement with CommuniTech Services, Inc. –*updates patches and support for the voicemail system - \$4,791 for the 2013-2014 year – increase of \$184.00.*
- Business Class Service Order Agreement with Comcast on behalf of the Department of Public Safety - *renewal of Comcast for the 911 Communications Van in the amount of \$76.95 – a decrease of \$25.47 a month and it is a continuous contract.*

Ted Wise discussed the Contracts for the Department of Public Safety:

- Contract for Professional Services with Archonix Systems, LLC- ProQA Paramount Interface & Annual Maintenance – *computer dispatch firm responsible for conducting annual maintenance – medical dispatch priority software system.*
- Service Agreement with Eaton Corporation c/o Core Power, Inc. – Annual Renewal of Maintenance Service for UPS System – *annual maintenance contract for the uninterrupted power supply system to the Public Safety Building.*

Justin Miller presented for the Board's consideration the following Grant Application:

- Submission of County Recycling Coordinator Program Grant Application to Pennsylvania Department of Environmental Protection – *2012 Grant authorized by Section 903 of Act 101 of 1988 that reimburses counties 50% of the salary, benefits and expenses of the Recycling Coordinator position. It is due on April 30, 2013 for the preceding year.*

Joanne Burkhart spoke about the Credit Application for Facilities Management:

- Credit Application for Facilities Management with Consolidated Electrical Distributors, Inc. – *the county presently has an existing account with this vendor but they have not been used in a number of years – they requested updated documentation – the county uses multiple suppliers to acquire competitive prices.*

Lynette McCulloch discussed Finance Agreements:

- Agreements with Penrac, LLC (Enterprise): Business Rental Preferred Rate Agreement – *new contract but same terms and conditions as the previous contract. – Per day rental has decreased - \$3.00 a day less for the intermediate size which is the highest rented car at Cumberland County. An \$8.00 a day reduction for the higher- end vehicles – prices are set for one year.*
- Rental Agreement Addendum - Restricted Use of Passenger Vans – *price is set for one year.*

Pat Slattery spoke to the Commissioners regarding the Contract for the Prison:

- Purchase of Contract with Agar Welding Services & Steel Supply, Inc. for the Prison Expansion & Renovation Project Phase II – *bid was \$4,100 under the amount Mr. Slattery had estimated – a total cost of \$17,710.*

Penny Brown discussed the following Bureau of Elections agreements:

- Agreements with the following organizations for the Use of Facilities as Polling Places:

East Pennsboro Area School District
Carlisle Town Band
Silver Spring Presbyterian Church

There was a brief discussion regarding the Recycling Coordinator Program Grant Application. There is a 50% reimbursement amount but the remainder of the money for the position is being provided by the existing Solid Waste Reserve Fund.

Rebekah Finkey presented for the Board's consideration Approval of Project Modification Request to PCCD for a Grant which supports Systemic Improvement Initiatives. It was reviewed at the Board of Commissioners' Meeting on Feb. 19, 2013. Ms. Finkey requested the Board's action on this matter today. Commissioner Cross moved to approve the Project Modification Request to PCCD for a Grant which Supports Systemic Improvement Initiatives (see attached). Commissioner Hertzler seconded the motion and it unanimously carried.

Pat Slattery reviewed Change Order ECO HC-7 for the Prison Renovation & Expansion Phase II Project for \$1,194 to provide and install two exhaust grilles in shower rooms D155 and D156 and to provide and install two security exhaust grilles for new cells B129 and B130 (see attached.)

Dana Best spoke to the Board regarding Resolution No. 2013-5 Re Budget Adjustments (see attached).

Ed LeClear presented to the Board the Review of the Keystone Communities Grant Application to the Pennsylvania Department of Community & Economic Development (DCED) for the Accessible Housing Program. Mr. LeClear said the Redevelopment Authority Board last month approved the Application to DCED for \$132,000 in accessibility improvements. There is a Cooperation Agreement that indicates the financial and administrative burden falls solely on the Authority and requires that the Authority reimburse the Commonwealth for expenditures deemed ineligible. This amount is matched with CDBG HOME Investment Partnership funds (see attached.)

Patrice Pickering spoke to the Board regarding the review of two Resolutions for DCED for the Emergency Solutions Grant (ESG)/Rapid Re-housing Program. With regard to the Emergency Solutions Grant for Safe Harbour, DCED had previously awarded \$150,000 to Safe Harbour for emergency shelter through the 2012 ESG Application process. Now DCED has recaptured \$124,240 in unspent money from 2011 with the Emergency Solutions Grant for Safe Harbour. These funds can only be used for emergency shelter activities. DCED has requested that the \$150,000 awarded be referenced for use for Rapid Rehousing activities instead of emergency shelter activities. This would allow the Cumberland County Office of Aging and Community Services to administer a Rapid Re-housing Program. Ms. Pickering also spoke about a draft Request for Proposals (RFP) that will seek a qualified organization to conduct specific activities related to the Rapid Re-housing program (see attached.)

Jack Carroll spoke with the Board regarding the 2013 Drug Free Communities Grant Program Overview – Federal Grant Opportunity for the Drug & Alcohol Commission's Substance Abuse Prevention Coalition. Mr. Carroll requested permission to pursue the federal five-year Grant with the option to reapply for an additional five years. It would be an award of \$125,000 per year. It would stay flat funded through the course of the five years. It does not require additional dollars from the County. The deadline for this grant is March 22, 2013 (see attached.)

Kirk Stoner discussed a Request from Lower Allen and Upper Allen Townships for a Letter of Support for the Gettysburg Road Relocation Project. There have been periods of inclement weather and heavy rain producing floods which precludes access to the Upper Allen Business Park. Business owners in this area have been working together to address this situation thus requesting a Letter of Support from Cumberland County.

Stephanie Williams followed up with her previous presentation on the Land Partnerships Plan. Two items discussed were the adoption of the Land Partnerships Plan and the allocation of the Act 13 Funds. The public comment period on the Plan ends today and there have been no substantial comments made regarding the plan. The comments that were received have been positive. The Plan was completed using DCNR Grant funds and they require a formal acceptance of the Plan. Ms. Williams has provided a sample Resolution stating that the Plan is acceptable and in adherence with the program guidelines. Jeff Williams, a member of the Land Partnerships Steering Committee, Silver Spring Township, commented on the Plan. The Committee strongly supports the adoption of this Plan.

Rebecca Yearick of the Cumberland County Housing and Redevelopment Authorities expressed her thoughts regarding the Plan. Ms. Yearick appreciates the efforts that the County Planning Department took to engage and involve people from across the community. It is very much appreciated and she supports the Plan. A short discussion ensued regarding the Planning Department surveys and the Land Partnership funding. Mr. Stoner said there were 1,300 responses to the Planning Department survey.

Commissioner Hertzler spoke about the adoption of the Plan and also the decision regarding the recommendation of the Act 13 Funds. Ms. Williams said that the only reference to Act 13 in the Plan is that it is a source of funds implemented. The Plan itself does not have a recommendation regarding funding and how funding is going to be allocated.

Commissioner Hertzler spoke about the possibility of allocated funding for municipalities based on a municipality's population versus competitive grants. A further discussion ensued regarding the Land Partnerships Plan, the allocation system and competitive Grant Applications. There will be further discussion regarding the Act 13 Funds distribution before action is taken in this matter (see attached.)

Bill Finnerty asked the Board for their consideration to Authorize Advertising for the Installation of an Automatic Sprinkler System & a Manual Fire Alarm System at the Cumberland County Records Storage Building. This item was previously discussed at the Records Improvement Committee Meeting.

Solicitor Schorpp reported a Bid Opening: Grass Mowing and Trimming for Cumberland County Properties at 2:00 p.m. on Tuesday, February 26, 2013 (see attached.) The bids are for a three-year period. The aggregate bid is for each location. There were two bidders: Myers Landscaping which held the majority of the current contracts and a new company - Coldsmith Lawn Care. Solicitor Schorpp quoted the locations and bid amounts (see attached.) John Lopp will be making a recommendation for the Board's action on Monday, March 4, 2013. Commissioner Cross moved to acknowledge receipt of the bids for the

Grass Mowing and Trimming for Cumberland County Properties. Commissioner Eichelberger seconded the motion and it unanimously carried.

Commissioner Liaison Reports:

Commissioner Cross reported on the following:

- Commissioner Cross stated she wished to report on the VOCA Grant that Jack Carroll presented at the meeting today.

Commissioner Hertzler reported on the following:

- LEPC meeting on February 14, 2013 and the recommendations to fill vacancies on that committee. The vacancies were filled at the Board of Commissioners' Meeting on February 19, 2013.
- The County's Aging and Advisory Board met on February 15, 2013. One of the items for discussion was the status of turning the management of the State Lottery over to a private foreign corporation. The LINK program is one program that the Governor is considering cutting in the Budget this year. It remains a serious concern with respect to the quality of services seniors receive as a result of the administration's move away from care management for seniors. Commissioner Hertzler further spoke about Pennsylvania's law that provides Protective Services for older adults and the Protection from Abuse (PFA.)
- Commissioner Cross attended the Redevelopment & Housing Authority Meeting that met at the same time as the Aging Advisory Board Meeting. There was discussion about smoking and second hand smoke in public housing. HUD will need to create smoke-free zones over the course of 2014-2015. Rapid Rehousing Program was also discussed.
- Capital Region Council of Governments met on February 18, 2013 and a presentation was conducted regarding the Young Lungs at Play Campaign and cigarette smoking in municipal parks and playgrounds. State Representative Kelly Lewis spoke about Save PA which is a business venture that represents a glut in businesses that are interested in selling services and products.
- The HATS Coordinating Committee met on February 22, 2013. Toby Fauver will speak at the Workshop Meeting scheduled for March 14, 2013 regarding the Regional Transit Consolidation Study. Commissioner Hertzler spoke about decision-making at the local level regarding projects such as bridge replacement and regulations, etc.

Commissioner Eichelberger reported on the following:

- A Planning Day training session will take place on April 10, 2013, in partnership with the Planning Department and the Greater Harrisburg Association of Realtors. The training session will feature a national expert on Smart Growth Planning.
- The Capital Region Council of Governments' surveys were compiled that had been sent out last fall. At the March meeting there will be group feedback from the survey results.
- The Cumberland Area Economic Development Corporation sent out a News Release on February 27, 2013 that they had closed approved financing on the construction of AllBetterCare Urgent Care, a physicians' urgent care facility on Walnut Bottom Road.
- The Library System Board met this week and the bids have been accepted on the self-check stations. The Shippensburg Public Library received a \$500,000 Keystone Grant from the Commonwealth to help with the rebuilding project for their local library. The New Cumberland Library continues to get a great deal of use from Fairview Township, York County, residents for which they receive no compensation in State aid. The Library System Board did request that Fairview Township be reassigned to the Cumberland County service area. York County declined request for support.

Acting Chief Clerk Joanne Burkhart reported two Executive Sessions took place on February 27, 2013, at 2:00 p.m. regarding Personnel Issues and 2:30 p.m. regarding Personnel Issues.

Acting Chief Clerk Joanne Burkhart asked if there was any further business to come before the Board. Kirk Stoner announced that there is a South Middleton Township Supervisors Meeting at 7:00 p.m. this evening regarding the Craighead Bridge Historic Preservation Plan. Mr. Stoner will be giving a presentation on different options he has been given by PennDOT regarding the township's interest in owning the bridge if money is made available.

There being no further business to come before the Board, the meeting adjourned.

Respectfully Submitted,

Laurie Mazarella
Administrative Coordinator