

## COMMISSIONERS' WORKSHOP MEETING

June 6, 2013

The Cumberland County Board of Commissioners met on Thursday, June 6, 2013, 9:05 a.m., Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Barb Cross, Jim Hertzler and Gary Eichelberger; Heather Ilgenfritz, Acting Deputy Chief Clerk; Robert Dagrosa, Deputy Controller; Ed Schorpp, Solicitor; Janet Walter, Paralegal; Dana Best, Lynette McCullough, Sherry Byers, Ron Snow, Tammy Bender, Finance; Stephanie Williams, Kirk Stoner, Planning; Robin Weigle, Assessment; Crystal Brallier, Claremont Nursing & Rehab Center; Evelyn Reese, Drug & Alcohol; John Lopp, Maintenance; Sue Carbaugh, MH/IDD; Silvia Herman, MH/IDD; Rose Cook, Transportation; Mark Adams, IMTO; Mick Burkett, Human Resources; Ted Wise, Public Safety; Lisa Weaver, Controller's Office; Wendy Hoverter, Children & Youth Services; Rebekah Finkey, CJP/IDD; Melissa Calvanelli, Court Administrator's Office; MDJ Beckley; Ed LeClear, Cumberland County Housing and Redevelopment Authority; Greg Knight, Citizen; Mary Jane Zeigler, Citizen; Steve Marroni, The Patriot News; Christen Croley, The Sentinel.

Heather Ilgenfritz, Acting Deputy Chief Clerk, called the Workshop Meeting to order and led the Pledge of Allegiance to the Flag.

Heather Ilgenfritz, Acting Deputy Chief Clerk, asked if there was any public comment. There was none.

Melissa Calvanelli and Greg Knight discussed the Acceptance of a Monetary Gift for the refurbishing of two chairs in the Historic Courtroom/Old Courthouse. Mr. Knight provided some background information on a project spearheaded by the Cumberland County Bar Association (CCBA) to begin restoration of 14 chairs in the Historic Courtroom. Mr. Knight explained he would like to have Roy Lindstrom refurbish two of the chairs and have them completed for display at CCBA's picnic on July 25<sup>th</sup> to raise additional monies to then refurbish the remaining 12 chairs. Mr. Knight will reimburse the County for the repairs to the two chairs not to exceed \$600.00. Commissioner Cross moved to accept the monetary donation to refurbish two historic chairs. Commissioner Hertzler seconded the motion and it unanimously carried.

Kirk Stoner discussed the proposed Shared Ride Fare Increase. Mr. Stoner explained the proposed fare restructure was a collaborative effort of the County's Office of Aging, MH/IDD and Transportation Departments. A summary of fare structure options was provided to the Board. The restructuring purpose is to migrate to a mileage based system using the Ecolane software, a statewide initiative. The Commissioners are scheduled to take action at the Board of Commissioners' Meeting on Monday June 10, 2013.

Stephanie Williams informed the Board that Agricultural Land Preservation Board member, Geoffrey Clymer, is resigning due to moving out of the County. A Press Release will be sent out to seek a new Board Member (see attached). Commissioner Cross moved to accept with regret, Geoffrey Clymer's resignation, and requested that a letter with regrets be sent, and approve the Press Release. Commissioner Hertzler seconded the motion and it unanimously carried.

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, June 10, 2013.

Evelyn Reese discussed the Drug & Alcohol Agreements:

- American Lung Association Funding – three month extension
  - Cumberland County - \$6,000
  - Perry County - \$4,500
- Valley Forge Medical Center & Hospital – *1.8% Increase*
- H.E.A.R., Inc. - Big House for Men & Women – *Increase 2.5%*
- Bowling Green Inc. – *Decrease 18.5%*
- White Deer Run
  - Cove Forge – *Adding partial hospitalization*
  - Blue Mountain – *Increase 5%*
  - Lancaster – *Increase 2.5%*
  - York – *Increase 2.5%*

Wendy Hoverter discussed the Children & Youth Agreements:

- IMPACT Project, Inc. – *Foster Care Program – New Service*
- Doubling Gap Center, Camp YoliJwa – *Annual Staff Retreat in September*
- National Mentor Healthcare, LLC d.b.a. Pennsylvania Mentor – *Foster Care*
- Family Care for Children & Youth, Inc. – *Foster Care – 2% Increase*
- Juice & Java Restaurant Café – *Lunch for independent living symposium*

Sue Carbaugh discussed the MH/IDD Agreements:

- Administrative Entity Operating Agreement with PA Department of Public Welfare
- Cornerstone Agency of PA, Inc. – *Amendment of a \$4,000 Increase*

Chrystal Brallier discussed the Claremont Nursing & Rehabilitation Center Agreements:

- Victoria Roadcap d.b.a. Dejado Hair Design – *Renewal, No Increase*
- On-Line Publishers – *For Senior Expo - No Increase*
- KCI USA, Inc. – *No Increase*
- Sodexo Operations, LLC – *Amend Housekeeping & Laundry Svcs – 3.3% Increase*
- Credit Application with First Choice Medical Supply – *Emergency Medical Supplies*

Mark Adams discussed the IMTO Agreements:

- CivicPlus – *Renewal Contract – Website Hosting Support – Increase of \$330*
- CCAP – *Perpetual License Transfer – Request*

Maintenance Agreement with NEC Corporation of America – Identification Solutions Division for the District Attorney/Bureau of Justice Services Forensic Laboratory – *(Action was deferred to the June 20<sup>th</sup>, 2013 Workshop Meeting since a representative from the District Attorney's Office was not present to explain the contract.)*

Stephanie Williams discussed the Planning Department Agreements:

- Design Department - *\$2,475 for the Simply Moving Guide*
- Tree Vitalize Metros Sub-Grant Agreements – *Spring Grant Round*
  - Dickinson Township
  - Lemoyne Borough
  - Silver Spring Township

Rose Cook discussed the Medical Transportation Agreement:

- Between Cumberland County Transportation Department and Manito Transportation Services, Inc. – *For Summer Camp Transportation Services - five to eight weeks*

Mick Burkett discussed the Human Resources Department Agreement:

- Country Corner Rental Center, Inc. – *Table Rentals*

Ted Wise discussed the Department of Public Safety Agreements:

- Identocard Systems Software Support – *ID Cards for Volunteers*
- Annual Hazardous materials Emergency Response Preparedness Report – *State Required*
- AT&T, Towers Colocation AR – *Renewal - Communications Tower in Shippensburg*

John Lopp discussed the Agreement between Cumberland County and the Cumberland County Law Enforcement Memorial Foundation – *to Build a Memorial for Fallen Officers at the southeast corner of the Office of Aging on 10,000 square feet of County land.*

Robin Weigel discussed the Tax Collection Agreement:

- York Imaging Services, LLC d.b.a. Laser Imaging Systems – *Renewal of Contract for Printing Services for County Tax Bills*

Rebekah Finkey discussed the submission of a Grant Application to the Pennsylvania Commission on Crime & Delinquency (PCCD) for the purchase and implementation of SAN (Cloud) and VDI for Criminal Justice and the Courts – *Grant amount that would be applied for is \$250,000.00.* (see attached) Ms. Finkey requested formal approval of this Grant Application at the Board of Commissioners' Meeting on June 20, 2013.

Pat Slattery discussed the Change Order GC-16 (see attached) for the Prison Renovation & Expansion Phase II Project. Window repairs = \$2,839.30, Wall construction & Electrical = \$1,929.85, *Total = \$4,769.30.* The Commissioners will take action at the Board of Commissioners' Meeting on Monday, June 10, 2013.

Mark Adams discussed the IMTO Capital Project Request for the Dell Sprint Lifecycle 2013 to replace 50 computer devices consisting of PC's, Laptops, and Tablets, totaling \$57,933.65. The Commissioners will take action at the Board of Commissioners' Meeting on Monday, June 10, 2013.

Dana Best reviewed Budget Resolution No. 2013-19 Re Budget Adjustment. (see attached) The Commissioners will take action at the Board of Commissioners' Meeting on Monday, June 10, 2013.

Dana Best reviewed the 2013 – 2014 Fiscal Budgets. The Commissioners will take action on the approval of the 2013-2014 Fiscal Budgets at the Public Meeting on June 10, 2013.

Kirk Stoner and Stephanie Williams provided a brief update on the Land Partnership Grant Program. Mr. Stoner mentioned the Land Partnerships Committee's recommendations will come before the Board at a future meeting for consideration. Stephanie Williams explained a total of 18 applications were received, totaling \$445,000, with a 50% match from the applicants. 2011 funding from Act 13 = \$149,705 and 2012 funding from Act 13 = \$190,000. Total Act 13 funds available for the Grant Program = \$340,000.

Brandon Eshenour discussed the Proposed Bus Shelters for Capital Area Transit. Five (5) bus shelters will be placed throughout the Central Business District of Carlisle.

John Lopp discussed the request to Authorize Carlisle Construction Materials (CCM) to pursue an Easement and Land Development Plans at the Ritner Highway Property. The Commissioners will take action at the Board of Commissioners' Meeting on Monday, June 10, 2013.

Mick Burkett discussed the request to authorize advertising for a RFP for the Pre-Employment Background Screening Services. The Commissioners will take action at the Board of Commissioners' Meeting on Monday, June 10, 2013.

#### Commissioners' Liaison Reports

Commissioner Cross reported on the following:

- The Children and Youth Services is having a Provider Fair Monday, June 10<sup>th</sup>, to provide information on approximately 26 Out of Home Services available.
- The Ag Extension had a meeting this week. The main discussion was their Budget.
- Conservation District had a meeting on May 28<sup>th</sup>. There was discussion regarding the tree sales and an announcement will be made for the Farmer of the Year Award. Information was provided to local representatives regarding their budget.
- Drug & Alcohol will meet this evening in Perry County.
- Governance Committee for CCAP and the Election Reform Committee. Conference calls are scheduled for Tuesday of next week and one on the 18<sup>th</sup>.
- Commissioner Cross will attend a Forum June 7<sup>th</sup> on Land Banks presented by The University of Pittsburgh. Chris Houston will be presenting.

Commissioner Hertzler had no Report.

Commissioner Eichelberger reported on the following:

- The MH/IDD Board is working on By-Laws draft changes.
- The Work Force Investment Board is seeking nominations for Board Members. Cumberland County is under represented.

Heather Ilgenfritz, Acting Deputy Chief Clerk reported that an executive session was held on Tuesday, May 28<sup>th</sup> at 1:30 p.m. regarding personnel issues.

#### Other Business:

Melissa Calvanelli discussed the Lease Agreement for the Court Administrator's Office:

- Delage Landen Financial Services – Lease Agreement for a new copier - *\$182.95/Months for 36 Months.*

Heather Ilgenfritz, Acting Deputy Chief Clerk, requested an executive session regarding personnel issues.

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

Respectfully Submitted,

Jennifer Crum  
Administrative Assistant