

## COMMISSIONERS' WORKSHOP MEETING

July 18, 2013

The Cumberland County Board of Commissioners met on Thursday, July 18, 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; Dana Best, Finance; Mary Brokans, Controller's Office; Melissa Mixell, Tax Claims; Tom Imphong, Recycling & Waste Authority; Crystal Brallier, Claremont Nursing & Rehabilitation Center; Jack Carroll, Drug & Alcohol; Lisa Reider, Children & Youth; Wendy Sheaffer, Aging & Community Services; Sue Carbaugh, MH/IDD; Rebekah Finkey, CJ Planning and IP Programs; Kirk Stoner, Stephanie Williams, Planning Department; John Lopp, Facilities Management; Penny Brown, Bureau of Elections; Chuck Bear, Adult Probation; Mark Adams, IMTO; Joe Lightfoot, Tom Timmermann, Carlisle Construction Materials; Bruce Koziar, Zoning Officer, Carlisle Borough; Christen Croley, The Sentinel; Steve Marroni, The Patriot News; Mary Jane Zeigler.

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.

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, July 22, 2013.

Melissa Mixell presented the Agreement between Tax Assessment and Lee Enterprises, Inc., d/b/a The Sentinel. This is an Agreement for the annual tax sale advertisement with The Sentinel. *By obtaining an Agreement, the advertisement can be purchased for a lower price of \$11,300.*

Tom Imphong requested consideration of the Agreement for Recycling & Waste for Transfer of Grant Funded Recycling Equipment. This is with regard to the release of four recycling containers that are no longer required for County use. *The 10% invested amount per container by the County can be returned to the County based on their current value. The total amount that will be paid for each of the containers is \$3,000.*

Crystal Brallier discussed the two *non-expense Agreements* for Claremont Nursing & Rehabilitation Center (CNRC):

- Heartland Hospice – Provide Hospice – Services
- Heartland Hospice – Provide General Inpatient Care – *These Agreements will provide hospice services to the nursing home residents at CNRC.*

Jack Carroll discussed the following Agreements for Drug & Alcohol:

- Penn Foundation, Inc. – Inpatient Non-Hospital Drug & Alcohol Treatment
- Treatment Trends, Inc. – Inpatient Non-Hospital Drug & Alcohol Treatment
- Gaudenzia, Inc. – Inpatient Non-Hospital Drug & Alcohol Treatment

The above Agreements are for a variety of inpatient, non-hospital services, detoxification, rehabilitation and half-way house services. These are all regional facilities. *The rates are set using a state-wide rate-setting process. In most cases, the rates have remained flat. There is an increase of 10% in the detoxification rate for Penn Foundation, Inc. and an increase of 2 ½% for Gaudenzia, Inc. rehabilitation services. There is a zero increase for other services.*

- Gaudenzia, Inc. – Drug & Alcohol Outpatient Treatment Services is specifically for the West Shore facility in Mechanicsburg for outpatient and intense outpatient services. *There is no increase in rates. All four of these contracts are fee for service based on the amount of services provided.*
- First Amendment to the Comprehensive Management Services Agreement with Community Behavioral Healthcare Network of PA – The Amendment is related to the regional Health Choices Program. The Department of Public Welfare amended the contract to provide a five-year contract to operate Behavioral Health under the Mental Health and Drug & Alcohol portion of the Health Choices Program. It reflects the update in the newer program standards and requirements. *The State has reduced the amount of administrative funding for the program. An adjustment in percentages is required in the administrative distribution between the Counties and Community Behavioral Healthcare Network of PA.*
- Amendment #1 to Administrative Agreement with Capital Area Behavioral Health Collaborative – This Amendment is with the 501C(3) non-profit corporation that has been created on behalf of five Counties who have partnered with this Collaborative. Cumberland County has teamed up with Perry, Dauphin, Lebanon and Lancaster Counties to make up the Capital Area Behavioral Health Collaborative. *This Agreement needs to be updated to reflect the Program's standards and requirements and the new administrative distribution of funds.*

Lisa Reider discussed the Agreements for Children & Youth Services:

- Pressley Ridge, Inc.- For fiscal year 2012-2013. Children & Youth would like to reestablish a contract with this company as a foster care provider. *The rates could not be compared because their services have changed but the rates are very comparable to other foster care agencies.*
- George Junior Republic in PA – For fiscal year 2013-2014. *There is no change in the rate.*

Wendy Sheaffer spoke about the Agreements for Aging & Community Services:

- Big Spring Senior Center – It recently became a 501C(3). *The agreement is written for \$37,000 which has decreased from last year's amount of \$40,000.*
  - Big Spring Area Food Pantry
  - The BRIDGE – Food Bank
- These two agreements are food banks. *There is no cost involved.*
- Stephanie E. Chertok, R.N., Esq. – Legal Services – This Agreement is for an additional year and the rates have been renegotiated. *It was \$65.00 an hour for all services. The rate will now be \$65.00 per document. Ms. Sheaffer believes savings will be made by renegotiating this process. The Agreement is capped at \$25,000.*
  - Addendum to the Agreement with Richard L. Rovegno, t/a Rovegno Properties – This is for the Homeless Assistance Program. *Mr. Rovegno agreed to lease them office space in his building at \$700.00 per month for the next year.*
  - Safe Harbor, Inc. – Bridge Housing – This is a Homeless Assistance Program Agreement. *It is for \$57,000 which is the same rate as last year.*
  - Carlisle CARES – This is a Homeless Assistance Program Agreement. *It is in the amount of \$10,000 which is the same rate as last year.*

Sue Carbaugh discussed the following new Agreements for MH/IDD:

**2013-14 Mental Health Agreements:**

Aurora Social Rehabilitation Services; Central PA Supportive Services, Inc.; Cumberland County Prison; Cumberland County Transportation Department; Diakon Lutheran Social Ministries; Gregory Knox, MSW, LSW; Holy Spirit Hospital of the Sisters of Christian Charity, Community Mental Health Center; Keystone Service Systems, Inc.; New Visions, Inc.; NHS Stevens Center; PA Counseling Services, Inc.; Perry County Prison; Perry County Transportation Authority; Redevelopment Authority of the County of Cumberland; The Mental Health Association of the Capital Region, Inc.; Thomas James, MS; Timothy Sukay, MSW; UHS of PA, Inc.; Joanne Peters, MS, OTR/L; Danville State Hospital. There is no increase this year in the cost of the Mental Health Agreements. *The total amount of these Agreements is \$7,632,982. There is no money attached to the contract with Danville State Hospital because it is a Letter of Agreement between a hospital and a County. It provides proper monitoring, active participation and continued treatment under the Plan.*

**2013-14 Early Intervention Agreements:**

Amy Hempt, ME; Aspirations, LLC; Building Blocks Therapy, LLC; Capital Area Intermediate Unit; Gail Rawlings, BS, Ed; Invo HealthCare Associates, LLC; Jena Vander Velden, MSPT; Jennifer Snyder, MPT; Joanna Karns, MT-BC; Kelly L. Rice, OTR/L; Keystone Service Systems, Inc.; Kimberly Snowden, MS, CCC-SLP; Leanne Broadbent, MS, CCC-LP; Merle Crawford, MS, OTR/L; Nicole Custer, OTR/L; Patricia Acker-Bailey, MS, CCC-SLP; PinnacleHealth Hospitals, Infant Development Program; Shannon Sweeney, PT; Stacy Foreman, MS, CCC-SLP; United Cerebral Palsy of Central PA, Inc.; Western PA School for the Deaf. *There are no increases for these contracts this year. The total amount of these Contracts is \$1,163,631.*

**2013-14 Intellectual and Developmental Disabilities Agreements:**

AHEDD, Inc.; Aurora Social Rehabilitation Services; Benevolent Heart Assisted Living, LLC; Borough of Carlisle Parks and Recreation Department; Central PA Supportive Services, Inc.; Keystone Service Systems, Inc.; Messiah Lifeways Community Support Services; Perry County Transportation Authority; Skills of Central PA, Inc.; The ARC of Cumberland and Perry Counties; The Devereux Foundation; United Cerebral Palsy of Central PA, Inc.. *There are no rate increases for these Contracts this year. The total amount of the Contracts is \$1,206,094.*

Rebekah Finkey discussed the Grant Award from PCCD for “Cumberland County Intermediate Punishment Programs.” *She requested that the Board accept the award of \$150,000 that supports two probation officers and the purchase of new IP equipment.*

Stephanie Williams spoke about the Grant Application for the Planning Department to Cumberland Valley Visitors Bureau for the reprinting of the Yellow Breeches Water Trail Guide. The project costs just over \$4,000. *Ms. Williams is requesting \$2,800 and the remaining \$1,400 will come from the Act 13 funds that were previously authorized. There are no General Fund dollars used.*

Acting Chief Clerk Joanne Burkhart discussed the Radiation Emergency Response Fund Grant from PEMA for the Department of Public Safety. This is a yearly agreement that Public Safety receives from PEMA. *It is a no match Grant provided to the*

counties within the 10-mile emergency planning zone of Three Mile Island. It provides for training and exercise equipment and other associated support to the Cumberland County Department of Public Safety, the New Cumberland Borough, Lower Allen Township and the Red Cross. The Grant is in the amount of \$22,061.

John Lopp asked the Board for their approval of a Storm Water Management/Land Development Plan and the granting of an Easement to Carlisle Construction Materials (CCM) to be located at the 1601 Ritner Highway property. It will connect Industrial Drive to CCM's facility. Tom Timmermann of Carlisle Construction Materials gave a brief overview of the Project. This is a \$40,000,000 project which will be encompassed on CCM's campus in Carlisle. There are currently 550 employees. With the completion of this project, the company will employ over 600 individuals over the next two to three years. The Plan was approved by the Borough of Carlisle at their meeting on July 11, 2013 (see attached). Commissioner Hertzler moved to approve a Storm Water Management/Land Development Plan and the granting of an Easement and Land Development Plan to Carlisle Construction Materials. Commissioner Cross seconded the motion and it unanimously carried.

Penny Brown discussed the Capital Project Request for the Purchase/Installation of Voting Machine Batteries. There is a need to replace the internal batteries in 236 voting machines. *The total cost of the Capital Project Request is \$27,140 (see attached).*

Dana Best discussed Resolutions 2013-21 and 2013-22 Re Budget Adjustments (see attached).

Chuck Bear spoke about the Grant-in-Aid Continuing Program Application and Supervision Funds Renewal for Adult Probation with the Pennsylvania Board of Probation and Parole. *It is an annual agreement that generates about \$250,000 that goes directly to the General Fund. The Supervision Funds Renewal is the Audit in the amount of \$350,000.*

#### Commissioner Liaison Reports:

Commissioner Barbara Cross:

- The Agriculture Extension Board has produced brochures indicating a summer gardening experience will be held in Lancaster on Saturday, July 27, 2013. The Master Gardeners are hosting two youth camps on July 23, 2013 and August 6, 2013. The brochures are available through the Penn State Agriculture Extension and on the County website.
- The Commissioners each received a letter from the Army Heritage Foundation with a request for a portion of the hotel tax. Army Heritage Foundation representatives may attend a regularly scheduled Public Finance meeting to address their request.
- The Conservation District will meet this week. Three farms received the Chesapeake Bay Clean Water Farm Award. In Cumberland County this award went to the Weary Farm operated by Boy, Brian and Brandon Weary.
- The Drug & Alcohol Commission met this week. There are two Board vacancies. The Recovery Advocacy Service Empowerment (RASE) project was discussed at the meeting as well as the Pennsylvania Department of Health Consumer Guide.
- Human Services Policy Team met this week. The State funding appears to be flat at this time but there was some good news for Children & Youth and Juvenile Probation regarding funding.
- The County Commissioners Association of Pennsylvania sent an email indicating Cumberland County will receive funds for damages during the 2011 Hurricane Irene and Tropical Storm Lee events.
- District Attorney David Freed has been elected as the State President of the Pennsylvania District Attorneys Association.

Commissioner Jim Hertzler:

- The Affordable Housing Trust Fund Board met on July 9, 2013. Since January 17, 2013 qualifying Cumberland County families have received down payment and closing cost assistance to purchase their first homes. Also discussed was the County's housing needs and the new regulatory requirements attached to both the HOME Program and Community Development Block Grant Program. Also discussed was the comprehensive plan to develop a new HUD Five-Year Consolidated Plan for both Cumberland County and the Borough of Carlisle.
- The Agricultural Land Preservation Board met on July 10, 2013. The Board voted to make an offer to preserve a third farm that consists of 106 acres. The Board is sending out a letter to update eligible farmland preservation applicants that they could potentially improve their ranking for easement purchase by the County by donating a portion of the land they are seeking to preserve. The Board is still looking to fill one vacancy for one at large member.
- The Redevelopment & Housing Authority Boards met on July 12, 2013. The Authority has secured over \$1,000,000 in investment tax credits from the Pennsylvania Housing and Finance Agency to help facilitate the construction of affordable rental housing for seniors, disabled or low to moderate income families at the Molly Pitcher Hotel and Shepherd's Crossing in Hampden Township. The Authority's Boards are creating a new website that should be completed by the end of the summer.

Commissioner Gary Eichelberger:

- The Capital Region Council of Governments met on July 15, 2013. A meeting will be held in August to continue the planning and visioning process which Commissioner Eichelberger has been facilitating.

- The Library System Board met on Monday, July 15, 2013. There was discussion regarding the health care policy issues and the impact on the Library System. There was some discussion regarding the implementation of the new federal Health Care Act. There was also discussion on Cyber liability insurance and the request for library services in Hampden Township. The Fredricksen Board met with the Hampden officials and they continue to provide cost information in working with Hampden Township. The quarterly report on usage statistics and projects completed is available to view.
- The MH/IDD Board is meeting today and the Bylaws' discussion will continue. Possible action may be taken today regarding the Bylaws.
- The Planning Commission met this morning and the municipal planning support is currently being discussed.
- The Workforce Investment Board raised a question about an alternate appointment. This will continue to be an item for discussion over the next 60 days.
- The Recycling & Waste Authority had prior discussion on the household hazardous waste matter. There will be future updates regarding this discussion.

Acting Chief Clerk Joanne Burkhart reported Executive Sessions took place on July 9, 2013, 1:30 p.m.; July 10, 2013, 2:45 p.m.; July 16, 2013, 10:00 a.m. and July 17, 2:30 p.m. regarding Personnel Issues.

Acting Chief Clerk Joanne Burkhart asked if there was further business to come before the Board. Kirk Stoner gave a brief report on the Craighead Bridge. The bridge is inspected every three months. HRG completed the three-month inspection yesterday and found advanced deterioration on the bearings and on the abutments. Two of the bearings are starting to twist inward and one of the abutments is showing cracking and deterioration from the abutment just below the bearing. By PennDOT's guidelines, the damage should be repaired within six months. The repair cost is estimated at \$18,000-\$20,000. Mr. Stoner recommended due to long-term safety concerns that the bridge should be closed at this time. A brief discussion ensued regarding the closure of the Craighead Bridge and the detour that will be made available to the citizens of the County. There will be appropriate signage of the closure posted at the bridge. There was further discussion regarding the necessity for the approval of the Pennsylvania Historical and Museum Commission (PHMC) to move forward with this project. Commissioner Hertzler suggested drafting a letter to the HATS Technical Committee, the HATS Coordinating Committee and PennDOT urging them to consider this project a priority that needs to be acted upon as soon as possible. Commissioner Hertzler moved to approve the closure of the Craighead Bridge with sufficient notice to the public. Commissioner Eichelberger seconded the motion and it unanimously carried.

There being no further business before the Board, there was a request for Executive Session regarding Personnel Issues and the meeting adjourned.

Respectfully Submitted,

Laurie Mazarella  
Administrative Coordinator