

## COMMISSIONERS' WORKSHOP MEETING

October 10, 2013

The Cumberland County Board of Commissioners met on Thursday, October 10, 2013, at 9:05 a.m., Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Barbara Cross, Jim Hertzler, Gary Eichelberger; Larry Thomas, Chief Clerk; Ed Schorpp, Solicitor; Janet Walter, Solicitor's Office; Joanne Burkhart, Deputy Chief Clerk; Heather Ilgenfritz, Commissioners' Office; Bob Dargosa, Lynne Grew, Controller's Office; Dennis Lebo, Cheryl Sipe, Clerk of Courts, Dana Best, Finance Department; Holly Sherman, Human Resources; Ted Wise, Bob Shively, Megan Silverstrim, Public Safety; Karen DeWoody, CNRC; Lisa Reider, Children & Youth; Wendy Shaeffer, Aging & Community Services; Jonelle Darr, Library System; Kirk Stoner, Planning Department; Mark Adams; IMTO; Ben Laudermilch, Kate Molinaro, Cumberland County Redevelopment Authority; Jack Carroll, Drug & Alcohol; Sue Carbaugh, MH/IDD; Penny Brown, Elections; Janet Scott, Prison; Steve Marroni, The Patriot News.

Chief Clerk, Larry Thomas, called the meeting to order and led the Pledge of Allegiance to the Flag.

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

The Commissioners recognized Cheryl Sipe for her 25 years of service to the County.

Karen DeWoody and Megan Silverstrim presented a Press Release stating an open house is taking place on Monday, October 14, 2013, at 11:00 a.m. to celebrate Claremont Nursing and Rehabilitation Center's 5 Star Rating that they received from the Centers for Medicare and Medicaid Services (CSM) (see attached Press Release and Invitation).

The following Contracts/Grants were presented for the Board's consideration. Action is scheduled to be taken at the Board of Commissioners' Meeting on Monday, October 14, 2013.

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

- Xavus Solutions, LLC, dba My Senior Center – *My Senior Center Software System at the Big Spring Senior Center. If approved, all of the six Senior Centers will have this software.*
- Central Pennsylvania Food Bank – *It is a State-funded program. The contract amount of \$90,000 to purchase and distribute food to all Cumberland County Food Banks.*

Lisa Reider discussed the Agreements for Children & Youth Services:

- Alternative Rehabilitation Communities, Inc. – Addendum –
- KidsPeace National Center, Inc. – Addendum - *These two addendums are for the 2012-2013 Contracts until the 2013-2014 Contracts can be established and in place.*
- Keystone Service Systems, Inc., dba Capital Area Head Start – *This agreement enables Children & Youth Services to make referrals to this company. No money is involved.*

Penny Brown reviewed the Agreement with Penske Truck Leasing for the Bureau of Elections. *Four trucks will need to be leased for two weeks to deploy and redeploy the voting machines. The price is \$50.00 per truck per week for an increase of \$400.00 over the May Primary cost.*

Mark Adams spoke about the following support renewal Agreements for IMTO/ERP:

- Productive Systems – Addendum – *this software integrates with Lawson and helps in the preparation of payroll checks and vendor payments. It is a \$1,750 charge for this year. There is no increase from the prior year.*
- Kronos – Addendum – *this is a scheduling time-keeping system used for the Prison and Claremont Nursing & Rehabilitation Center. The cost for the maintenance agreement is \$23,288.70. It is an increase of \$361.76 from last year.*
- Pitney Bowes – Electronic Certified Software – *Adjusted effective date of agreement – The contract goes through December 30, 2012 but the software was not implemented until the end of August 2013. The effective date was adjusted so the County would not pay for services that were not in place the past eight months. There are no other changes.*

Sue Carbaugh spoke about the following Agreements for MH/IDD:

- PA Lifesharing, LLC - this is a new IDD provider. *It offers services such as companion services and home and community services.*
- Harrisburg Hotel Corporation – this is an IDD contract for catering. *It was for a transition event that was held on Friday, October 4, 2013 at Central Penn College. It is a collaborative venture with Dauphin County IDD Services so the cost of this event will be split with Dauphin County. There is a line item in the IDD Base Fund Budget for items such as this. The event included the transitioned individuals 16-21, the school districts, parents and teachers.*

Jack Carroll discussed the Drug & Alcohol Amendment #3 to the Health Choices Behavioral Health Agreement Between Cumberland County and Pennsylvania Department of Public Welfare. *This is an amendment to Cumberland County's contract with DPW. It is to update the Health Choices Behavioral Health program's standards and requirements to reflect changes at the Federal and State level. There is no financial impact.*

Kirk Stoner spoke about the following Agreements for the Planning Department:

- Grant Award Agreement with the Cumberland Area Economic Development Corporation dba Cumberland Valley Visitors Bureau for printing of Water Trail Brochures – *This award will help pay for the printing of the very popular Water Trail Brochures.*
- Pennsylvania Department of Transportation Engineering Agreement Between Herbert, Rowland & Grubic, Inc. and Cumberland County for the Inspection and Inventory of Bridges – *This agreement is for the bridge inspection program. There is a five-year bridge inspection process. HRG will need to perform these inspections and also be reimbursed for the cost of their work.*
- Bridge Inventory and Inspection Activity Reimbursement Agreement with the Pennsylvania Department of Transportation for Federal-Aid Highway Projects – *This is also an agreement for the bridge inspection program. This agreement supports the above reimbursement for inspection and inventory work completed.*

Janet Scott discussed the following Prison Agreement with Paxton's Graffiti Sign Company. *This Agreement is for various signage around the Prison grounds. The signs will provide directions to the Booking Center, the public entrance, the work release, and Prison main entrances and well as Fire Department signage. The Agreement is in the amount of \$6,455.00.*

Dana Best discussed the Cumberland County Cost Allocation Plan Contract Renewal Notice for MAXIMUS, Inc. This is a one-year renewal for the Indirect Cost Plan. *There is no change; it is exactly the same as the previous year (see attached).*

Ted Wise and Bob Shively discussed the Agreements for the Department of Public Safety:

- Pennsylvania Emergency Management Agency (PEMA) Federal FY 2013 Emergency Management Performance Grant Agreement – *This is an annual program of Federal disaster money through PEMA to the County that provides 50% reimbursement of salaries and benefits for two staff positions in the Emergency Management Program.*
- Acceptance of two Trailers on behalf of the South Central Task Force – Mr. Shively stated that the South Central Task Force has been able to procure two trailers with Homeland Security money and they are requesting to position the trailers in Cumberland County. *Under the Grant, Homeland Security is requesting that the County will title, license and insure the two trailers. There will be a slight insurance premium increase of about \$100.00 for the two trailers because they are newer. There is no foreseeable cost within the next few years other than annual inspection and maintenance of the trailers.*

Holly Sherman spoke about the following Agreements for Human Resources:

- Capital Blue Cross – Benefit Plan Renewal – January 1, 2014 – This is the renewal of the County medical insurance. *It is a yearly renewal agreement with the County with a 12.5% rate cap and an additional 2% for health care fees.*
- Capital Blue Cross – Proposed Program Costs – Vision Plan Option – January 1, 2014 – *The*

*County has moved the vision plan to Capital Blue Cross. This was a condition of the County's renewal to keep costs down on the medical insurance by going with the new vision program through Capital Blue Cross.*

- United Concordia – Dental Insurance Renewal for 2014 – *This is a renewal with this company. There is an 8% rate cap.*
- National Vision Administrators, Inc. – Termination of Contract Effective January 1, 2014 – *This contract will be terminated because services are being moved to Capital Blue Cross.*

Kate Molinaro discussed the Proposed Modifications to the Community Development Block Grant (CDBG) Program 2010 Budget. She wished to clarify that there has already been a comment period and that these revisions are the same revisions discussed in the Public Hearing earlier today (see attached). Ms. Molinaro recommended that the Board consider taking action at the Board of Commissioners' Meeting on Monday, October 14, 2013.

Jonelle Darr reviewed the Independent Auditor's Report for Audit of the Cumberland County Library System Year Ending December 31, 2012 (see attached). There was a brief discussion regarding the Library Tax. There was also discussion regarding the other counties within the State and their Library funding.

Ted Wise reviewed the Capital Project Request in the amount of \$60,000 for Tower Modifications for the Department of Public Safety – Emergency Telephone / 9-1-1. In November of 2012, the County was notified there were two towers, one at the Prison and the other at a South Mountain site that do not meet the current regulations set by Federal Regulations. Modifications are needed at these tower sites to support the antennae on the structures (see attached).

Tom Imphong discussed the Proposed Ordinance No. 2013-5 Re County Municipal Waste & Recycling Transporters. Last month Mr. Imphong asked the Commissioners for their authorization to advertise the Proposed Ordinance for waste transporters and recycling. The Ordinance was advertised in accordance with the Statute. Mr. Imphong requested approval of the Ordinance at the Board of Commissioners' Meeting on Monday, October 14, 2013 (see attached).

#### Liaison Reports:

Commissioner Cross reported on the following:

- The Agriculture Extension - Commissioner Cross announced that tomorrow, October 11, 2013, Duane Duncan will be inducted into the National 4-H Hall of Fame. in Chevy Chase, Maryland. Mr. Duncan will be recognized at a future date here for his accomplishment. The County Farm Tour was held on Saturday, October 5, 2013. It was great weather and there were many families that attended to support the event. She wished to thank the County departments who worked very hard to put on this event.
- The Children & Youth Advisory Board submitted a resume for an appointment to the Advisory Board.
- The Commission For Women will be meeting this evening at the Shippensburg University Women's Center. They previously held a strategic planning session and future projects were discussed.
- The Drug and Alcohol Commission met on October 3, 2013. The Commission is looking at the results of the Board Training Survey regarding State and Federal funding. One topic visited is medication collection boxes. The Pennsylvania Youth Survey for school districts in Cumberland County went out to sixth graders. The Race Project hosted a program on the signs of addiction. The Family Resource Guide produced in-house by the staff of Drug & Alcohol will be seen throughout Cumberland and Perry Counties.

Commissioner Hertzler reported on the following:

- He attended the opening of the Farm Tour on October 5, 2013. It was his honor to recognize two couples from Cumberland County who together made a combined contribution of \$11,000 out of their own pockets to help support the County's Farmland Preservation Program.
- The Executive Committee of the Tri-County Regional Planning Commission met Thursday, September 26, 2013 and the Commission is preparing for the launch of a web-based commuter Origin and Destination Study. The official launch is scheduled for October 24, 2013 at 1:00 p.m. at the Capital Area Transit Headquarters.
- The HATS Coordinating Committee met on Friday, September 27, 2013. A significant amount of discussion centered on the repair or replacement of the thousands of structurally deficient bridges throughout Pennsylvania. Highway and road maintenance projects were also discussed.

- The Affordable Housing Trust Fund Board met on Tuesday, October 8, 2013. The 2014 Budget totaling \$240,000 was recommended. One line item is \$130,000 to assist eligible first-time home buyers with down payment and closing costs. The Board is also considering a partnership with the Cumberland Valley Habitat For Humanity to aid low-income disabled individuals with the installation of accessibility home ramps. The labor is performed by Habitat For Humanity volunteers. The Affordable Housing Trust Fund Board recommended the reappointment of five Board members.

Commissioner Eichelberger reported on the following:

- On October 17, 2013 the Planning Commission will meet. There was an Outreach meeting that took place in Mechanicsburg Borough on October 8, 2013. Topics discussed were the Regional Transportation Plan, the Regional Connections Grant Program from Tri-County and the GIS update on the municipal zoning districts. Stephanie Williams gave an update on The Land Partnerships Plan. The status of the Agriculture Land Preservation Program funds was discussed. An outreach meeting is scheduled on October 29, 2013 for the western part of the County.
- The Economic Development Corporation will have their Board Meeting on October 15, 2013. The Executive Committee met this week. There was some discussion regarding the Military Base Preservation Commission. They are presently discussing EDC's potential involvement. On Thursday, October 17, 2013 a presentation entitled "Highway to Growth" will be held. The annual tourism conference is scheduled for November 13, 2013 at the Shippensburg University Conference Center. Cumberland/Perry MH/IDD will meet on October 17, 2013 in Perry County.
- The Workforce Investment Board local elected officials' meeting was held last week. The Executive Director, Terri Kaufman, has left the organization and the Executive Committee will meet this week to discuss a replacement for her.
- Western Cumberland Council of Governments will meet on October 14, 2013.
- The Emergency Services Action Panel met last evening, October 9, 2013.

There being no further business to come before the Board, there was a Request for Executive Session Regarding Personnel Issues. The meeting adjourned.

Respectfully Submitted,

Laurie Mazarella  
Administrative Coordinator