

COMMISSIONERS' WORKSHOP MEETING

November 7, 2013

The Cumberland County Board of Commissioners met on Thursday, November 7, 2013, 9:00 a.m., Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Barbara Cross, Jim Hertzler and Gary Eichelberger; Larry Thomas, Chief Clerk; Ed Schorpp, Solicitor; Janet Walter, Solicitor's Office; Heather Ilgenfritz, Commissioners' Office; Tammy Bender, Sherry Byers, Ron Snow, Finance; Bob Dagrosa, Bill Fulton, Controller's Office; Dave Swartz, Annette McCoy, Agriculture Extension; David Miller, Daniel Mohr, Aging & Community Services; Neal Delisanti, Veterans Affairs; Tom Imphong, Recycling & Waste Authority; Scott Sowers, Claremont Nursing & Rehabilitation Center; Necole Gresh, Children & Youth; Silvia Herman, MH/IDD; Earl Reitz, Prison; Dennis Drachbar, Juvenile Probation; Rebekah Finkey, CJ Planning and IP Programs; Stephanie Williams, Planning Department; Beth Chornak, ERP; Jonathan Bowser, Cumberland Area Economic Development Corporation; Steve Marroni, The Patriot News; Mary Jane Zeigler.

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

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

Commissioner Eichelberger moved to approve the Personnel Transaction (see attached). Commissioner Hertzler seconded the motion and it unanimously carried.

The Board of Commissioners presented a Certificate of Special Recognition for the Penn State Master Gardeners to Annette MaCoy (see attached).

Neal Delisanti presented a Press Release regarding events in Recognition of the Veterans' Day Holiday (see attached).

Neal Delisanti reviewed the following Contract for the Veterans' Affairs Department:

- Agreement with Flag Zone, LLC for – *The lowest bid received is for 125 flags for the purchase price of \$.53 per flag.*

Commissioner Cross stated that the Attorney General's Office is concerned about scams against Veterans and their families. Services may be offered as legitimate services but they are really scams. The public needs to be aware of this issue.

Stephanie Williams stated there were three private donations received for the Farmland Preservation Program. Ms. Williams presented a Press Release regarding the acceptance of donations for the Farmland Preservation Program (see attached). Ms. Williams stated there will be a public meeting on November 20, 2013 in Dickinson Township. The purpose of the meeting is to review plans for Enck's Mill Road Bridge Replacement Project and all interested individuals may attend.

Chief Clerk, Larry Thomas, briefly discussed Laying the 2014 Budget on View. It will be available for public viewing beginning Tuesday, November 12, 2013 after 3:00 p.m. and it is scheduled to be finalized and adopted on December 9, 2013 (see attached).

Scott Sowers reviewed the Claremont Nursing & Rehabilitation Center Agreement:

- LIFE (Living Independently for the Elderly) Lutheran Services, Inc. – *No Increase*

Necole Gresh reviewed the Children & Youth Agreement:

- Amendment to Agreement with Appalachian Youth Services, Inc. – *No Increase*

Silvia Herman reviewed the MH/IDD Agreements:

- United Cerebral Palsy of Central PA, Inc. – Addendum (EI) – *Prior Year Amendment- for services provided over contract for last fiscal year – Addendum was held to ensure that*

the resources from the last fiscal year are available

- Center for Independent Living of Central PA, Inc. (IDD) – Renewal - No Increase
- Dauphin County MH-ID Program (IDD) – Renewal – No Increase
- Franklin-Fulton Counties MH/ID/EI Program (IDD) – Renewal – No Increase
- Lancaster County BH/DS (IDD) – Renewal – No Increase
- Lebanon County MH/ID/EI Program (IDD) – Renewal – No Increase
- The Advocacy Alliance (IDD) – Renewal – No Increase
- York/Adams Counties MH-IDD Program (IDD) – Renewal – No Increase
- County of Perry - Revenue Contract (MH) – Renewal – No Increase

Stephanie Williams reviewed the Planning Department Agreements:

- Subcontract Agreements for Park, Trails & Greenway Development Under the Land Partnerships Grant Program (Stephanie Williams)
- Carlisle Borough - \$18,000
- Upper Allen Township - \$32,500

Ted Wise reviewed the Public Safety Agreements:

- Archonix Systems, LLC – Comprehensive software maintenance for CAD system - \$89,795
- Archonix Systems, LLC – Addendum to contract for the CAD/CLEAN interface - \$16,815
- Priority Dispatch (Renewal) – *medical pre-arrival instruction and dispatch protocols for emergency medical services*
- FCC 800 MHz Band Reconfiguration Change Notice Form – *to conclude the re-banding configuration mandated by the Federal Communications Commission*

Ted Wise spoke to the Commissioners regarding the Letter of Commitment to the Pennsylvania Emergency Management Agency. Commissioner Cross moved to approve the Letter of Commitment to the Pennsylvania Emergency Management Agency for Participation in the Public Safety Answering points (PSAP's) Regional Shared Services Assessment for the South Central Task Force Region (see attached). Commissioner Eichelberger seconded the motion and it unanimously carried.

Rebekah Finkey spoke about the CJ Planning and IP Programs Agreement:

- Submission of a Project Modification Request to the Pennsylvania Commission on Crime & Delinquency (PCCD) for the Cumberland County Intermediate Punishment Programs – *Subgrant No. 2013-IP-SI-24601 - \$175,000 – PCCD restored \$25,000 in funding. The original award was for \$150,000.*

Beth Chornak spoke about the Agreement with Business Information Systems, Inc. dba Absolute, Inc. for the ERP Department - \$11,000 with \$9,000 for the consulting fee and \$2,000 for the travel expenses of the Absolute consultant who will train the IMTO staff in-house.

Dennis Drachbar discussed the Juvenile Probation Agreement:

- Juvenile Probation Services Grant – *Annual Grant for the Board's approval in the amount of \$247,000*

Earl Reitz reviewed the Prison Agreements:

- LexisNexis – *Inmate Law Library – three-year Renewal - \$23,715*
- Tuckey Mechanical – *Hot Water System Check Valves - \$6,128 – it was noted that this is not a Change Order*

Bob Dargosa briefly discussed the Class Action Settlement and Release of Claims with Federal Express Corporation. The minimum amount that can be received is \$5.00 plus a pro rata share of the net settlement amount. From 2008-2011 the County has averaged \$1,500 for Federal Express charges. Mr. Dargosa's recommendation is to accept this invitation and sign and postmark the release form by December 9, 2013. A brief discussion ensued.

Tom Imphong reviewed Resolution No. 2013-27 Re Revised Municipal Waste Management Plan. He is requesting approval of this Plan at the Board of Commissioners' Meeting scheduled for Tuesday, November 12, 2013. There was a brief discussion about the Revised Plan (see attached).

Chief Clerk, Larry Thomas, thanked the Finance Department for their work in preparing the 2014 Budget.

Tammy Bender discussed Resolution 2013-28 Re Budget Adjustments (see attached).

Jonathan Bowser discussed the Proposed Resolution Re the Cumberland County Industrial Development Authority's Tax Exempt Bond Refinance for the Shippensburg University Foundation. Mr. Bowser stated that the Cumberland County Industrial Development Authority is seeking consideration and approval of assisting the Shippensburg University Foundation with one or more bond issuances in the aggregate amount not to exceed \$25,000,000. This is a refinance. Shippensburg University Foundation President, John Clinton, spoke about the Foundation's desire to refinance at a lower interest rate and lock-in long-term rates by merging the three companies into one. This will reduce the Foundation's expenses by \$1,000,000 over a ten-year period. There are seven properties involved (see attached).

Deputy Chief Clerk Joanne Burkhart discussed the Appointments to the Cumberland County Conservation District Board. Commissioner Eichelberger moved to appoint Ken Ketterer to a four-year term as the Farmer Director and Glenn M. Kimmel to a four-year term as the Public Director. Commissioner Barbara Cross will serve a one-year term as the Commissioner Appointee. Commissioner Hertzler seconded the motion and the motion carried with Commissioner Cross abstaining (see attached).

Chief Clerk, Larry Thomas, spoke about an investment to improve service and reduce costs regarding leveraging the County's investment in Video Teleconferencing. This will permit users at two or more locations to interact by creating a face-to-face meeting environment. It can reduce costs by reducing the need for travel in order to meet and carry out a wide range of business activities. The County has already been utilizing video conferencing technology with the most intensive use being in the Courts and Prison. By using video conferencing instead of transporting prisoners, witnesses, etc., the County has saved \$300,000 since 2010. The company that Chief Clerk Thomas referred to is Polycom's RealPresence CloudAXIS. Chief Clerk Thomas indicated it makes economic sense to invest in this service to employ technology in a proven judicious way. There will be further discussion at a future meeting to talk about the specifics and return on investment. The cost per year for the server would be \$7,500-\$8,500 (see attached).

Ron Snow spoke to the Board about the Authorization to Advertise for Request for Proposals for Trust and Investment Management Services for Cumberland County Government. This is for the Workers' Compensation Fund. The County currently invests with M&T Bank. Mr. Snow would like the Board's approval to advertise this RFP by the end of 2013. The Agreement must be in compliance with the County Code. The Solicitor discussed several options that could be considered regarding this matter. A brief discussion ensued.

Commissioner Liaison Reports

Commissioner Barbara Cross:

- The Agriculture Extension will meet Tuesday, November 7, 2013 and the Master Gardener Award will be represented to Ms. MaCoy.
- There is an Agriculture event scheduled in Penn Township on Friday, November 15, 2013 to bring Agriculture units from the County and the district together.
- Children & Youth Roundtable met on November 4, 2013. There were presenters from placement providers.
- Drug & Alcohol Commission will meet this evening, November 7, 2013, in Perry County.
- The STOP Violence Against Women Task Force will meet on November 15, 2013.
- On October 29, 2013, Commissioner Cross attended a Central Pennsylvania Works Conference hosted by the Dauphin County Commissioners and Workforce Investment Board.

Commissioner Jim Hertzler:

- Today, November 7, 2013, 1:00 p.m., HATS and Tri-County Regional Planning Commission will hold a news conference on a web-based origin and destination study that will be available for commuters

throughout the Tri-County area. This will provide guidance with respect to allocating scarce transportation resources to fit with the priorities of transportation in this region and address congestion issues that exist in this region.

Commissioner Gary Eichelberger:

- The Planning Commission discussed the Enck's Mill Bridge replacement.
- MH/IDD remains focused on their contracts and integration and implementation of the ByLaws.
- Solid Waste Authority's Revised Plan was addressed by Mr. Imphong at today's Workshop Meeting.
- The Library System Board will address the Board after the PFM presentation on November 20, 2013. The Library Board took action this year to transfer funds from the Strategic Development Fund and also from the Technology Fund to support the Budget. This is a draw-down of resources in place. There was considerable discussion regarding the Library Tax and the significant financial challenges going forward. E-books were also discussed. They represent a growing portion of usage at this point. They are a duplicate platform as there are hard copies of the E-books. The State is indicating there may be a possibility of returning to the State formula for Library support which could have a significant impact on the Budget. The State has not followed this formula since 2003. This sets a percentage of State support. There are changes since Cumberland County is a 3rd Class County which results in a decrease of the percentage that the State will provide. If this happens, the result is a projected loss of \$210,000-\$959,000. This situation will continue to be monitored.

Solicitor Ed Schorpp stated that the Library Tax matter will need to be addressed before the commencement of the year to which it is applicable. The Library millage rate is addressed in the 2014 Budget Ordinance that the Board of Commissioners are scheduled to adopt on December 9, 2013.

Chief Clerk, Larry Thomas, asked if there was other business to come before the Board. There was none.

Deputy Chief Clerk, Joanne Burkhart, stated that the Courthouse is closed on Veteran's Day, Monday, November 11, 2013. The Board of Commissioners' Meeting will take place on Tuesday, November 12, 2013 at 2:00 p.m.

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

Respectfully Submitted,

Laurie Mazarella
Administrative Coordinator