

COMMISSIONERS' WORKSHOP MEETING

DECEMBER 19, 2013

The Cumberland County Board of Commissioners met on Thursday, December 19, 2013, 9:00 a.m., Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Barbara Cross and Gary Eichelberger; Larry Thomas, Chief Clerk; Ed Schorpp, Solicitor; Janet Walter, Solicitor's Office; Joanne Burkhardt, Deputy Chief Clerk; Denny Lebo, Clerk of Court; Jack Carroll, Drug & Alcohol; Wendy Hoverter, Children & Youth; Robert Dagrosa, Mary Brokans, Controller's Office; Mark Adams, IMTO; Mick Burkett, Holly Sherman, Human Resources; Thomas Imphong, Recycling & Waste Authority; Dana Best, Finance; Kirk Stoner, Planning; Earl Reitz, Prison; Neal Delisanti, Veteran's Affairs; Hank Thielemann, Juvenile Probation; John Lopp, Facilities Management; Ted Wise, Eric Hoerner, Doug Glass, Brian Hamilton, Gary Dressler; Public Safety; Crystal Brallier, CNRC; Donna Maurice, Cumberland County Housing & Redevelopment; Rebekah Finkey, CJPIPP; John Lopp, Facilities Management; Melissa Calvanelli, Court Administrator; Eric Radnovich, District Attorney's Office; Rose Cook, Transportation; Steve Marroni, The Patriot News; Rick Rovegno, Vince DiFilippo, Neil Leemy, Taylor Barrier, Sadie Hockenberry, Mary Jane Zeigler.

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

Public Comment: Vince DiFilippo, Supervisor of Silver Spring Township, wished to thank the Commissioners for their 2014 \$250,000 contribution to Farmland Preservation. Mr. DiFilippo spoke about the surveys conducted for the citizens of Cumberland County. He also spoke about the Municipal Land Preservation Board established in Silver Spring Township. Mr. DiFilippo stated it is important that the County Ag Land Preservation Board continue to exist and work for matching funds by the State. A brief discussion ensued. Finance Director, Dana Best, spoke about the budget for Farmland Preservation. It is based on what easements will be purchased in the budgeted year based on previous certifications. The final decision on the allocation won't be made until late January.

Employee Recognition: The Commissioners recognized Douglas Glass for his 35 Years of Service to the County.

Certificate of Special Recognition: The Board of Commissioners recognized the 20-Year Anniversary of Emergency Medical Dispatch with a Certificate of Special Recognition (see attached). Sadie Hockenberry was present and spoke stating her life was likely saved by the actions of the EMD and she would like to thank everyone that was involved in the efforts to save her life. Sadie plans to pursue a career as an Emergency Medical Technician.

Contracts/Grants: the following Contracts/Grants were reviewed. The Board of Commissioners is scheduled to take action at their meeting on Monday, December 23, 2013.

- a. Jack Carroll reviewed the Agreement between Drug & Alcohol and Gaudenzia, Inc. – *Renewal for \$156,000 – same amount as last year.*
- b. John Lopp reviewed the Agreement between Facilities Management and Champion Energy Services – *rate was .08 but as of May 14, 2014 the rate will be .06358 - will save the County over \$78,000 annually.*
- c. Crystal Brallier reviewed the Agreements for Claremont Nursing & Rehabilitation Center:
 - Robin's Nest Aviaries, Inc. – *No Increase*
 - Sodexho Operation, LLC – Addendum – *3% Increase over last year*

d. Tom Imphong reviewed the Addendum to Agreement Between Cumberland County and Lower Frankford Township – Drop-Off Recycling Container Program – *Addendum will add a third recycling container.*

e. Wendy Hoverter reviewed the Agreements for Children & Youth Services:

- COBYS Family Services, Inc. – *No Increase*
- Common Sense Adoption Services, Inc. – *No increase*
- Adelphoi Village, Inc. – *four services at a 3% Increase*

f. Earl Reitz reviewed the Agreement between Cumberland County Prison and Bosler Memorial Library – *Three-year Memorandum of Understanding between the Library and Prison Inmates – An Administrative fee of \$175.00 a month is paid out of the Commissary Fund.*

g. John Lopp reviewed the Renewal of Lease of Magisterial District Judge’s Office – Shippensburg location - *Five-Year Lease Renewal with no escalation charge – No Increase in rate of \$11.54 per Square Foot.*

h. Donna Maurice reviewed the Acceptance of Emergency Solutions Grant from PA Department of Community and Economic Development – for 2013, \$532,000

i. Hank Thielemann reviewed the Acceptance of 2013-14 Juvenile Justice System Enhancement Strategy Implementation Plan – *\$247,125*

j. Hank Thielemann reviewed the Submission of Juvenile Accountability Block Grant Application to PCCD for Juvenile Probation - *\$10,000 plus a 10% County match*

k. Kirk Stoner reviewed the Memorandum of Agreement between the Federal Highway Administration and the PA State Historic Preservation Office Re Craighead Bridge Project – *The Plan will move forward. There is also a commitment to repair and maintain the Green Lane Farm Bridge located in Lower Allen Township.*

l. Kirk Stoner reviewed the Cost Sharing Agreement with York County for Slate Hill Road Bridge – Debris Removal - *\$4,900 – for liquid fuels fund; the County pays 50% of this amount.*

m. Commissioner Eichelberger moved to Approve the Grant from the G.B. Stuart Foundation to the Department of Veterans Affairs to Purchase a New 14 Passenger Bus for the Cumberland County Honor Guard (see attached). Commissioner Cross seconded the motion and it unanimously carried.

John Lopp reviewed Resolution 2013-35-A Dedicating the Use of County Land for a Memorial for Volunteer Firefighters and Emergency Medical Service Personnel and Agreement with Cumberland County Volunteer Firefighters Association – *Agreement includes future maintenance, insurance and upkeep requirements* (see attached).

Dana Best reviewed the Budget Adjustment Resolution 2013-36 (see attached).

Holly Sherman discussed the Renewal of Property & Liability Insurance for Claremont Nursing & Rehabilitation Center: Property insurance with Travelers for 2014, \$37,026, which is a 6.2% increase over the 2013 property insurance. Liability insurance with Hanover for 2014 is \$120,338. This is a 6.3% decrease over the current premium. The 2014 savings is \$5,945 (see attached).

Clerk of Court, Dennis Lebo, discussed the Clerk of Court’s Integrated Docketing/Scanning

Project with Paperless Solutions - \$16,000 grant from the Administrative Office of Pennsylvania Courts (AOPC) and the remainder will be paid out of the Automation Funds of the Clerk of Court – no General Fund money will be used. There is a potential estimated savings of \$38,000 savings if the project paperwork is signed before the end of this year (see attached).

John Lopp reviewed the Authorization to Advertise Bids: Removal of Two Existing Air Cooled Chillers and Installation of Two New Air Cooled Scroll Chillers at Cumberland County Prison. The new chillers will be ordered via COSTARS direct from the manufacturer. Their installation will be under a separate bid.

Report of Bid Opening: Solicitor Schorpp reported on the Bid Opening: For renovations to the Lower Levels of the “C” and “D” Buildings at Claremont Nursing & Rehabilitation Center. There were four bid categories with the low bidders as follows:

- General Construction – East Coast Inc., New Cumberland in the amount of \$1,077,700
- Plumbing – Jay R. Reynolds, Inc., Willow Street, \$284,400
- HVAC – Mid State Mechanical, Dillsburg, \$324,900
- Electrical – MidState Mechanical Electric, Dillsburg, \$474,900

The total amount of these four low bids is \$2,161,900. The bid amounts are active for 60 days. Commissioner Cross moved to acknowledge receipt of the bids at the December 18, 2013 bid opening for Renovations to the Lower Levels of the “C” and “D” Buildings at Claremont Nursing & Rehabilitation Center (see attached). Commissioner Eichelberger seconded the motion and it unanimously carried.

Commissioners’ Liaison Reports

Commissioner Cross reported on the following:

- Conservation District held a meeting on December 10, 2013. The transportation bill received attention in the meeting. South Middleton Township currently has two ongoing projects.
- Kenneth Ketterer, Farm Director, has resigned from the Conservation District Board. On Monday, December 23, 2013, Commissioner Cross will make a motion to nominate Duff George to fill the position of Farm Director on the Board.

Commissioner Eichelberger reported on the following:

- The Library System held their Board meeting on Monday, December 16, 2013. They took action to approve their 2014 Budget proposal (see attached). There will be continuing discussion regarding the Library System’s future direction and the County’s financial support.

Chief Clerk Thomas reported Executive Sessions were held on December 11, 2013, 2:40 p.m. and December 17, 2013, 1:30 p.m. Re Personnel Issues.

Other Business:

Eric Radnovich asked the Board for their consideration of a Capital Project Request for the District Attorney’s Office. It is for the replacement of the FT-IR Spectrometer in the Forensics Lab that was damaged by water – \$17,500 – *There is an insurance policy in place so this amount will be reimbursed in full.*

John Lopp reviewed the Capital Region Council of Governments Enrollment Form for 2014 – There is a \$150.00 membership fee that includes automatic participation in one program. There is a \$50.00 fee charged for each additional program choice. A short discussion ensued (see attached).

Chief Clerk, Larry Thomas, requested an Executive Session regarding Personnel Issues.

The Board went into Executive Session at 9:52 a.m. and the meeting adjourned.

Respectfully Submitted,

Laurie Mazarella
Administrative Coordinator