

## COMMISSIONERS' WORKSHOP MEETING

April 24, 2014

The Cumberland County Board of Commissioners held a Workshop Meeting on Thursday, April 24, 2014, at 9:06 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; Mike Clapsadl, Controller's Office; Dennis Lebo, Clerk of Courts, Dana Best, Finance Department; Mick Burkett, Human Resources; Ted Wise, Public Safety; Karen DeWoody, CNRC; Wendy Sheaffer, Aging & Community Services; Kirk Stoner, Planning Department; Mark Adams; IMTO; Ed LeClear, Rebecca Yearick, Cumberland County Redevelopment Authority; Earl Reitz, Prison; Hank Thielemann, Juvenile Probation; Jason Vioral, Sheriff's Office; Susan Wingert, District Attorney's Office; Tom Young, Capital Area Transit; Brian Emberg, HRG; Cozette Roderick, Monique Khouri, Mezza Café; Theresa Myers; Mary Jane Zeigler; Dennis Kohler; Steve Marroni, The Patriot News; Daniel Walmer, The Sentinel.

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

**Public Comment:** Chief Clerk, Larry Thomas, asked if there was any public comment: Theresa Myers of Upper Mifflin Township read a statement to the Commissioners regarding the status of site visits to residential homes (see attached).

Dennis Kohler stated he is the father of a special needs adult citizen. Mr. Kohler is in favor of continuing IDD Advisory Committee site visits. He also spoke about his position regarding members of the IDD Advisory Committee.

Mary Jane Zeigler stated she continues to have questions regarding the County funding for the purchase of MH/IDD housing. Ms. Zeigler would like more information regarding this matter. She also briefly discussed the IDD Advisory Committee.

### Contracts/Grants:

- a. Office of Aging & Community Services (Wendy Sheaffer)
  - Beacon Light – *letter of agreement to work with seniors who require services - no cost*
  - Connect America.com, LLC – *personal emergency service – provides an additional provider for clients in the options program*
- b. Clerk of Court (Dennis Lebo) – Paperless Solutions - Addendum - *Imaging system to purchase two more licenses - \$25,060 over a three-year period - paid out of the Department's Automation Fund.*
- c. IMTO (Mark Adams)
  - Memorandum of Understanding between The County Commissioners' Association of Pennsylvania and Cumberland County Re Criminal Justice - Unified Case Management Program – *a new agreement - \$55,665 – funding approved and paid out of the Records Improvement Committee Fund*
- d. District Attorney's Office (Susan Wingert) -
  - Pennsylvania Chiefs of Police Association Re AFIS Remote Workstation – *Annual Standard Maintenance Agreement- latent fingerprinting machine at the lab - \$4,663.46*
- e. Juvenile Probation (Hank Thielemann)
  - Acceptance of Juvenile Accountability Block Grant Award from the Pennsylvania Commission on Crime & Delinquency (PCCD) Subgrant Number 2011/2012-JB-11-25022 - *\$10,000 for community service and the purchase of department Dell notebooks and tablets*
- f. Prison (Earl Reitz)
  - Stanley Convergent Security Solutions, Inc. - Addendum – *extends maintenance service agreement until October 2014*
- g. Planning (Kirk Stoner)
  - Agreement with HRG Engineering for Part I - Preliminary Engineering – *Time Extension for Wolf's Bridge Project – One year time extension for Preliminary Engineering*
- h. Public Safety (Ted Wise)
  - Agreement with Mission Critical Partners for Consulting Services for a Public Safety Answering Point (PSAP) Regional Shared Services Assessment – *agreement will give Public Safety the opportunity to*

*participate in a shared assessment with the other seven counties of South Central Pennsylvania regarding the Next Generation 911 implementation – the cost is \$29,250*

A brief discussion ensued. The 911 fee on mobile devices will expire June 30, 2014 if no action is taken by the Pennsylvania General Assembly. Commissioner Eichelberger moved to table this matter and asked that this Agreement be removed from the Meeting Agenda for the Board of Commissioners' Meeting scheduled on Monday, April 28, 2014. Commissioner Hertzler seconded the motion and it unanimously carried. Once questions have been answered, this matter can be readdressed.

- i. Claremont Nursing & Rehabilitation Services (CNRC) (Karen DeWoody)
  - Deloitte LLP – Mutual Waiver of Liability and General Release of All Claims – *annual agreement to provide liability coverage for one-day of landscaping work within the grounds on June 6, 2014*
- j. Facilities Management (John Lopp)
  - Credit Change Order Number 001 for the Claremont Nursing & Rehabilitation Center – Project Number 11117 – *Midstate Electrical - will change the cabling conduit – credit amount is \$14,000*

**Governor's Award:** On Tuesday evening, April 22, 2014 Cumberland County, through the efforts of John Lopp and the Facilities Team, was honored as a recipient of the Governor's Award for Environmental Excellence by the Pennsylvania Department of Environmental Protection.

- k. Finance (Dana Best)
  - Credit Application with Lowes – *opening of the County's non-interest-bearing account as opposed to a credit account*

**Approval of Purchase of Professional Liability Coverage:** Mick Burkett spoke about the Purchase of Professional Liability Coverage for Wayne K. Ross, M.D. from Landmark American Insurance Company for Forensic Autopsy Services for the Coroner's Office. This coverage is in conjunction with the Agreement with Wayne K. Ross, M.D. The policy is \$5,325.00 per year which is offset by the cost of obtained savings (see attached). Dr. Ross has forwarded the contract to his legal counsel for review. Commissioner Cross moved to approve the purchase of professional liability coverage for Wayne K. Ross, M.D. upon the condition of a signed Agreement. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Approval of Agreement – Wayne K. Ross, M.D. –** Chief Clerk, Larry Thomas, spoke about the Agreement between County of Cumberland and Wayne K. Ross, M.D. for forensic autopsy services for the Coroner's Office. Commissioner Cross moved to approve the Agreement contingent upon a signed Agreement between the County of Cumberland and Wayne K. Ross, M.D. for forensic autopsy services. Commissioner Hertzler seconded the Motion and it unanimously carried.

**Capital Request for the Sheriff's Office:** Jason Vioral reviewed a Capital Project Request for the Sheriff's Office - Vehicle Equipment Upgrade 2014e \$27,095.76. This request is for upgraded mobile laptops in six vehicles. This amount has been approved by the Records Improvement Committee, and there is no impact to the General Fund.

**Budget Adjustments:** Dana Best reviewed Resolution No. 2014-13 Re Budget Adjustments (see attached).

**Revitalization and Shopstealing Loan Program:** Rebecca Yearick discussed the Commercial Revitalization and Shopstealing Loan Program Request Re Mezza Café (see attached).

**CAT TIGER Grant Project Application:** Tom Young discussed the Request for Letter of Support for Capital Area Transit's (CAT) TIGER Grant Project Application to the U.S. Department of Transportation. This is for a competitive planning grant for the new Capital Area Transit Facility - "CAT State of Good Repair Transit Operations Facility Project." Mr. Young is requesting a \$16,000 local contribution divided three ways among Cumberland County, Dauphin County and City of Harrisburg. A brief discussion ensued. Commissioner Hertzler moved to table this Request for Letter of Support for Capital Area Transit's TIGER Grant Application (see attached). Commissioner Eichelberger seconded the motion and it unanimously carried.

**Messiah College Request – Municipal Authority:** Commissioner Cross spoke about the Messiah College Request to Cumberland County Municipal Authority to approve financing of Campus renovation projects on existing Messiah College property. Messiah College has remitted tax payments in the amount of \$76,623 to Cumberland County for the 2013/2014 time period. A brief discussion ensued. A TEFRA Hearing will take place before the

Board of Commissioners' Meeting on Monday, April 28, 2014 at 2:00 p.m. (see attached).

**Joint Development Agreement – IDA:** Chief Clerk, Larry Thomas, and Kirk Stoner discussed the draft Joint Development Agreement between the Cumberland County Industrial Development Authority and County of Cumberland. There has been discussion with the Industrial Development Authority to act as the Board of Commissioners' representative to solicit proposals for the Board's consideration. A brief discussion ensued.

**Cumberland County Bridge Capital Improvement Program and Act 89 Funding Update:** Kirk Stoner provided to the Board summary updates of the Act 89 implications to Cumberland County Level Transportation Funding. Mr. Stoner also discussed a proposed Ordinance authorizing County residents to pay a \$5.00 vehicle registration fee. This Ordinance is permitted for adoption under the State's new transportation legislation. It will go into effect in April 2015 and in 2016 will bring in more than \$1.8 million per year in revenue for bridge projects (see attached).

### **Commissioner Liaison Reports:**

#### **Commissioner Cross:**

- Children & Youth Citizens Advisory Committee – Needs Based Budget was approved
- Conservation District met on April 22, 2014 – The Annual Report was published. Dirt and Gravel Roads' training will take place in Carlisle near the end of the year. The 2014 Cumberland County Envirothon will be held at the Mechanicsburg Sportsmen's Association on May 6, 2014 - eight school districts will participate. Department of Environmental Protection announced available Grants for environmental education and stewardships in the amount of \$8,900 –recipients from Cumberland County: Diakon Social Ministries; Shippensburg University; Mechanicsburg Area School District
- Commission for Women met on April 10, 2014 – recommendation for appointment for action will be on the Agenda of April 28, 2014
- Drug & Alcohol Commission will meet on Thursday, May 1, 2014
- Drug take back day of April 26, 2014
- Department of Public Welfare – Human Services Plan has been approved

#### **Commissioner Hertzler:**

- Local Emergency Planning Committee (LEPC) met Thursday evening, April 10, 2014, Appointment of Lemoyne Borough Councilman, Dennis McGee, has been approved; Transportation and Community Awareness and Emergency Response Training Exercise – scheduled for May 17, 2014 from 8:30 a.m.- 2:00 p.m.
- Housing & Redevelopment Authority Boards met Friday, April 11, 2014 – approved Capital Fund five-year Action Plan; discussed Housing Choice Voucher Program; \$2 million State Grant; \$180,000 DCED Assessment Grant awarded to the former Carlisle Tire & Wheel site
- Attended an event regarding Coalition Against Bigger Trucks – raising truck weight to 97,000 pounds per vehicle; heavier truck weight can cause road and bridge damage
- Cumberland Area Economic Development met on April 15, 2014 - Kirk Stoner gave a presentation on updates to the Cumberland County Comprehensive Plan
- Attended 100th Anniversary of Harrisburg Area Chamber of Commerce and CREDC's 30<sup>th</sup> Anniversary.
- On April 21, 2014 attended the opening ceremony regarding the renovation project of CNRC
- On April 21, 2014 attended Meeting of the Capital Region Council of Governments
- Will attend the HATS Coordinating Committee Meeting tomorrow, April 25, 2014
- Will attend the Aging Advisory Board Meeting tomorrow, April 25, 2014

#### **Commissioner Eichelberger:**

- Library System Board Meeting was held on Monday, April 21, 2014 - items discussed: Sierra Migration, the online system; Hampden Township circulation and Fredricksen Library System's Pilot Program
- Annual Legislative Breakfast is scheduled for 7:30 a.m., May 29, 2014 at Bosler Library
- MH/IDD meeting was held on April 21, 2014; two support coordinators from IDD presented at the meeting; the Policy and Development agreement regarding visitation was discussed; Theresa Myers reiterated her desire to halt all site visits and have the 2015 Board make the decision regarding these visits; Commissioner Eichelberger would like to revisit this issue; a discussion ensued regarding employment opportunities for IDD consumers.

Mary Jane Zeigler stated that she visited residential homes for 12 years as a member of the MH/IDD Advisory Board. She made comments regarding the IDD Advisory Board and she spoke about her position regarding this Board.

- On April 15, 2014 Commissioner Eichelberger attended the meeting of the Cumberland County Economic Development Corporation; briefly spoke about an Initial Planning Summary Subcommittee
- Planning Commission Meeting was held on April 17, 2014; Kirk Stoner spoke about the HATS project proposals and long-term plan. A goal is for the Municipalities to have representation to review any projects on a multi-municipal basis. This may be an item for discussion at the Meeting of the Capital Area Council of Governments.
- An internal meeting has been scheduled for employment of IDD consumers and MH/IDD will meet with the Human Resources Department

**Carlisle Circulator Bus:** Commissioner Cross stated that the introduction of the Carlisle Circulator Bus will be held at the Weiss Center, Dickinson College, on Friday, April 25, 2014 at 1:00 p.m.

**Other Business:** Chief Clerk Thomas asked if there was any other business before the Board. There was none.

**Request for Executive Session:** There was a Request for Executive Session Re Personnel Issues and the meeting adjourned.

Respectfully submitted,

Laurie Mazarella  
Administrative Coordinator