

**COMMISSIONERS' WORKSHOP MEETING**  
**JUNE 19, 2014**

The Cumberland County Board of Commissioners met on Thursday, June 19, 2014, at 9:06 a.m., Commissioners' Hearing Room, Courthouse, Carlisle, PA. Present were Commissioners Barbara Cross, Jim Hertzler and Gary Eichelberger; Larry Thomas, Chief Clerk; Jennifer Hipp, Assistant Solicitor; Sandy Moyle, Deputy Chief Clerk/Meetings Manager; Joanne Burkhart, Deputy Chief Clerk; Bob Dagrosa, Deputy Controller; District Attorney Dave Freed; Kate Molinaro, Cumberland County Redevelopment Authority; Lisa Weaver, Controller's Office; Tammy Bender, Stephanie Phillips, Finance Department; Evelyn Reese, Drug & Alcohol; Melissa Calvanelli, Court Administrator; John Lopp, Facilities Management; Michelle Sibert, Victim Witness; Frank Goshorn, Chuck Carothers, Domestic Relations; Wendy Sheaffer, Office of Aging & Community Services; Sue Carbaugh, MH/IDD; Robin Weigle, Assessment; Justin Miller, Recycling & Waste; Karen DeWoody, CNRC; George Shickler, IMTO; Jonathan Bowser, Cumberland Area Economic Development Corporation; Jonelle Darr, Cumberland County Library System; Sheriff Ron Anderson; Jeff Swope, Bosler Library; Andrew Ritter, Capital Associates; Steve Rose, RSJ Holdings, LLL; Justin Doty, FSA Engineers; Brandon Johnson, Monarch Development Group; Steve Marroni, The Patriot News; Daniel Walmer, The Sentinel.

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

**Public Comment:** None

**Contracts/Grants:** The following contracts/grants were reviewed. The Board of Commissioners is scheduled to take action on these items at their Board of Commissioners' Meeting on Monday, June 23, 2014.

- a. Wendy Sheaffer reviewed the Office of Aging & Community Services Agreement:  
Second Amendment to Agreement between Aging & Community Services and PA Department of Community and Economic Development – *Shortens the agreement's termination date from August 22, 2014 to August 20, 2014.*
- b. Joanne Burkhart reviewed the Transportation Department Agreements:
  - Manito Transportation, Inc. – *renewal*
  - Perry Apex Services – *renewal; 100% reimbursement for trips and administrative costs.*
- c. Evelyn Reese reviewed the Drug & Alcohol Agreements:
  - Alder Health Services, Inc. – *FY 14-15 - \$8,000.00 - no increase*
  - Libertae, Inc. – *Rate is set by State-wide rate setting process – FY 14-15 - no rate change*
  - NHS, The Stevens Center – *Outpatient treatment services– no rate change*
- d. Sue Carbaugh reviewed the Cumberland/Perry Mental Health/Intellectual and Developmental Disabilities Agreement:  
Assignment of Agreement for Cumberland/Perry Mental Health/Intellectual and Developmental Disabilities Office – *Agreement depicts provider's name change.*
- e. Karen DeWoody reviewed the Claremont Nursing & Rehabilitation Center Agreements:
  - Commercial-Industrial Laundry Service, Inc. – *Preventative maintenance twice a year on laundry equipment - slight increase*
  - On-Line Publishers, Inc. – *Marketing tool for the new rehabilitation unit.*
  - Victoria Adams d/b/a Dejado Design – *Ms. DeWoody requested the agreement be tabled until more information is obtained.*
- f. Frank Goshorn reviewed the Domestic Relations Office Agreement:  
Agreement between Domestic Relations Office and Capital Business Systems – *Replacement of two copiers and a three-year maintenance agreement -\$20,157.04; 66% is federally reimbursable.*
- g. George Shickler reviewed the IMTO Department's Agreement:  
Agreement between IMTO and CivicPlus – *Hosting and Support Renewal – One-year renewal; \$11,804.27 – no increase*

- h. Joanne Burkhart reviewed the Planning Department's Agreement: Supplemental Agreement between Cumberland County and Herbert, Rowland & Grubic, Inc. for Final Design of Craighead Bridge – *Final design and utilities phase of the project; last step before construction.*
- i. Justin Miller reviewed the Recycling & Waste and PA Department of Environmental Protection PA (DEP): **(see attached)**
  - Transfer of Roll-off Recycling Container to Hopewell Township – *The County no longer needs the container; it will be transferred to Hopewell Township as directed by PA DEP.*
  - Transfer of Two Roll-off Recycling Containers to Bedford, Fulton and Huntingdon County Commissioners – *The County no longer needs the two containers; they will be transferred to Bedford, Fulton and Huntingdon Counties as directed by PA DEP. Cumberland County will be reimbursed 10% of current value - \$600.00.*
  - Reimbursement for Household Hazardous Waste Door-to-Door Collection Program – *State reimburses 50% - \$4,320.00 of the total cost – for FY 13-14.*

Mr. Miller presented information regarding the future 2014 Household Hazardous Waste Program drop-off event. A brief discussion ensued.

- j. District Attorney Dave Freed reviewed the Agreement for his office **(see attached)**: PA Insurance Fraud Prevention Authority Contract for Legislative Grant Program – *two-year contract - supports an attorney, investigator and crime analyst – no match*
- k. Melissa Calvanelli reviewed the Court Administration Agreement: Agreement between Cumberland County and Bosler Memorial Library to House the County Law - Library– *The library will house the County's law library books; no impact to the General Fund.*
- l. Michelle Sibert reviewed the Victim Witness Agreement: Lease Agreement between Cumberland County and RSP Management LLC – West Shore Office location – *three-year lease - \$19,314.66 a year; no impact to the General Fund.*
- m. John Lopp reviewed the Facilities Management Agreements:
  - Agreement between Snokes Excavating and Paving, Inc. – *will repair the driveway area at 911, Public Safety - \$8,985.00.*
  - Access Agreement with Comcast Cable Communications Management LLC – for Allen Road location – *No cost involved.*
  - IS #2 Extended Term Pricing Agreement – Transportation Service Option– *Two-year agreement. Rates for the Prison, CNRC and the New Courthouse are \$3.95 per Mcf.*

**Professional Services Addendum with Labor Counsel: (Action Requested)**

- n. Chief Clerk, Larry Thomas, reviewed the Cumberland County Addendum to Agreement with Campbell, Durrant, Beatty, Palombo & Miller, PC for Professional Services on Behalf of Cumberland County. Commissioner Cross moved to approve the Addendum to Agreement with Campbell, Durrant, Beatty, Palombo & Miller, PC **(see attached)**. Commissioner Eichelberger seconded the motion and the motion carried with Commissioner Hertzler voting no.

**Resolution 2014-17:** Tammy Bender discussed Resolution 2014-17 Re Budget Adjustments **(see attached)**.

**Discussion on Requests for Letters of Support: (Action Requested)**

**Shippensburg University Foundation:**

- a. Commissioner Cross reviewed and requested the Board's action today regarding a Letter of Support for Shippensburg University Foundation's Application for PennDOT Multimodal Transportation Fund Discretionary Program Grant and DCED Multimodal Transportation Fund Program Grant. A brief discussion ensued. Commissioner Cross moved to approve the Letter of Support for Shippensburg University Foundation's Application for PennDOT Multimodal Transportation Fund Discretionary Program Grant and DCED Multimodal

Transportation Fund Program Grant (see attached). Commissioner Hertzler seconded the motion and it unanimously carried.

**DCED and PennDOT Grant Applications for South Middleton Connector Road Project: (Action Requested)**

- b. Jonathan Bowser and Steve Rose discussed Letters of Support for DCED Multimodal Transportation Fund Grant Application and PennDOT Multimodal Transportation Fund Grant Application for South Middleton Connector Road Project. There was a brief presentation about the connector road project between Trindle and York Roads. The Cumberland Area Economic Development Corporation on behalf of the Developers of Heritage Village is asking PennDOT and the Pennsylvania Department of Community and Economic Development for \$3 million. The developers have pledged to provide a 30 percent match. Commissioner Cross moved to approve the Letters of Support for DCED Multimodal Transportation Fund Grant Application and PennDOT Multimodal Transportation Fund Grant Application for South Middleton Connector Road Project (see attached). Commissioner Hertzler seconded the motion and it unanimously carried.

**Library System's Request to County Legislators for Increased Library Funding:**

- c. Jonelle Darr discussed Letters of Support to County Legislators and the Governor for Increased Library Funding (see attached). Ms. Darr is asking for a 50% restoration of the annual \$280,000 State funds that was originally used for the Library Card Reimbursement Program. The funds will subsidize the 16 percent out-of-county library users. There was further discussion regarding the circulation numbers, cost-effectiveness of the Library System and depletion of library resources. This item will be on the Board of Commissioners' Meeting Agenda for action on June 23, 2014.

**Assistant Solicitor Jennifer Hipp:** Chief Clerk, Larry Thomas, welcomed Cumberland County's new Assistant Solicitor Jennifer Hipp.

**Revisions to County 2014 HOME Budget:** Kate Molinaro reiterated the information she presented during the Public Hearing regarding the Revisions to County 2014 HOME Budget (see attached Memorandum).

**Capital Project Request – Sheriff's Office:** Sheriff Ron Anderson discussed the following Capital Project Request:

- a. Vehicle Replacement for Sheriff's Department at the Costars price of \$28,884.00. The vehicle is a 2014 Dodge Charger Police vehicle (see attached).

**Commissioner Liaison Reports:**

Commissioner Barbara Cross

- A Children & Youth's providers' event was held in the Jury Assembly Room. The providers' services were discussed.
- Drug & Alcohol Commission met on June 12, 2014. The State budget and substance abuse was discussed.
- The CCAP Board of Directors met on June 13, 2014.
- A conference call with the CCAP Governance Committee was held on June 17, 2014.
- Commissioner Cross attended the Planning Commission outreach meeting in Shippensburg on June 17, 2014.
- A Public Safety Table Top Exercise was held on June 18, 2014. Individuals from multiple states were involved in the mass casualty exercise event. A two-day exercise was held at the Prison on May 21, 2014.

Commissioner Jim Hertzler

**(See attached Liaison Report)**

There was a brief discussion regarding the \$6.6 million which is being proposed for rehabilitation of the Cumberland Valley Railroad Bridge. There was further discussion regarding existing infrastructure and other options for the use of transportation plan money.

Commissioner Gary Eichelberger

- The MH/IDD Board will meet today. A topic for discussion is updates to the Human Services Plan.
- Commissioner Eichelberger attended the CAEDC Board Meeting on June 18, 2014. Policies are being reviewed regarding the possible restructuring of CAEDC to a traditional non-profit corporation.
- On June 25, 2014 at 8:30 a.m., the Cumberland/York Area Local Defense Group Advisory Board will meet at the DLA Distribution Center in New Cumberland.

- A Planning Commission Meeting will be held today. Approved applications and County project initiatives will be discussed.
- A Planning Commission University course was offered for members of the Capital Region Council of Governments. The Planning staff is providing municipal assistance to municipalities who are obtaining their first-time zoning ordinances.
- The Library System met on Monday, June 16, 2014. Future operations of the libraries were presented. Sierra/migration issues were discussed.
- The South Central Caucus will not meet on August 4, 2014 in Lancaster.

**Report of Executive Session:** Chief Clerk, Larry Thomas, reported an Executive Session was held on June 9, 2014, 2:20 p.m. regarding personnel issues.

**Other Business:** None

**Request for Executive Session:** Larry Thomas, Chief Clerk, requested an executive session regarding personnel issues and the meeting adjourned.

Respectfully submitted,

Laurie Mazarella  
Administrative Coordinator