

BOARD OF COMMISSIONERS' MEETING

NOVEMBER 25, 2014 – 3:00 PM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA

Present: Commissioner Cross, Hertzler, and Eichelberger; Larry Thomas, Chief Clerk; Sandy Moyle, Deputy Chief Clerk/Meetings Manager; Keith Brenneman, Solicitor; Roxanne Lehman, Paralegal; Dana Best, Finance; Mick Burkett, Human Resources; Mark Adams, IMTO; Mary Brokans, Controller's Office; Stephanie Williams, Planning; John Lopp, Facilities Management; Justin Miller, Recycling & Waste; John Belko, Chris Sechrist and Megan Silverstrim, Communications; Claremont Nursing and Rehabilitation Center; Rebecca Yearick, Housing and Redevelopment Authority; Daniel Walmer, The Sentinel; Steve Marroni.

Call to Order: Chairman Cross called the meeting to order and led the Pledge of Allegiance to the Flag.

Roll Call: Commissioner Cross, Hertzler, and Eichelberger were present.

Public Comment: None

GFOA Award and Press Release: Commissioner Cross presented the GFOA Certificate of Achievement Award for Excellence in Financial Reporting to Controller Whitcomb who accepted on behalf of Cumberland County Controllers Office.

Approval of Minutes: Commissioner Hertzler moved to approve the minutes of October, 23, October 27, and November 18, 2014. Commissioner Eichelberger seconded the motion and it unanimously carried.

Approval of Personnel Transactions: Commissioner Hertzler moved to approve the Personnel Transactions from November 20, 2014. Commissioner Eichelberger seconded the motion and it unanimously carried.

AFSCME Agreement: Mick Burkett requested approval of the AFSCME Agreement Local 3555 with the Prison. Chairman Cross moved to approve the AFSCME LOCAL 3555 Tentative Agreement and directed staff to integrate the changes into a final Contract. Commissioner Eichelberger seconded the motion and it unanimously carried.

CNRC & Hilton's Lock: John Lopp reviewed the agreement with Hilton's Lock for \$7,200 for labor costs. Commissioner Hertzler moved to approve the Service Agreement between Claremont Nursing and Rehabilitation Center and Hilton's Lock & Security. Commissioner Eichelberger seconded the motion and it unanimously carried.

Approval of Contracts/Grants: *(Reviewed at the November 20, 2014 Workshop)*

- a. **Aging and Community Services Agreements**
 - MedCenter Display – (Advertising Agreement)
- b. **Claremont Nursing & Rehab Center Agreements**
 - Proposed 2015 Rates for the Nursing Home
 - Corporate Banking Resolution between Cumberland County and F & M Trust

Commissioner Eichelberger moved to approve CNRC proposed 2015 rates and the F& M Corporate Banking Resolution. Commissioner Hertzler seconded the motion and it unanimously carried.

Motion:

Motion to take the following items off the Table: Commissioner Hertzler moved to remove the following items from the table: Annual Review of CNRC Governing Body Bylaws, Notice of Nondiscrimination Policy, Admissions Statement Policy, Statement of Equal Employment Opportunity Policy, Medicare Enrollment Application CMS-855A, and Credit Application with Comcast to Promote Grand Opening of Rehab Unit.

Commissioner Eichelberger seconded the motion and it unanimously carried.

- Approval of Annual Review of CNRC Governing Body Bylaws
- Approval of Annual Review of CNRC Notice of Nondiscrimination Policy
- Approval of Annual Review of CNRC Admissions Statement Policy
- Approval of Annual Review of CNRC Statement of Equal Employment Opportunity Policy

Commissioner Hertzler moved to approve the CNRC Annual Review items. Commissioner Eichelberger seconded the motion and it unanimously carried.

- Approval of Medicare Enrollment Application CMS-855A
- Approval of Credit Application with Comcast to Promote Grand Opening of Rehab Unit

Commissioner Hertzler moved to approve Medicare Enrollment Application CMS-855A and the Credit Application with Comcast. Chairman Cross seconded the motion and it unanimously carried. Commissioner Eichelberger asked for clarification of the application. The credit application has a limit of \$8,500. Chief Clerk Thomas explained that there will be a full review of the marketing plan at the finance meeting tomorrow. Chairman Cross stated that this does not commit the County to the Marketing Plan, only a credit application. Dana Best explained how the credit amount of \$8,500 is the expense limit.

- c. **District Attorney/Victim Services Grants**
 - Rights and Services Act (RSA) Grant Modification
 - STOP Grant Modification
- d. **Library System**
 - Request Commissioners Consent to Transfer \$349,155 from Strategic Development Fund to Operating Fund on 2015
- e. **Planning**
 - Land Partnership Grant Recommendations
 - Repairs to Bishop Bridge
 - Bishop Bridge Strategy
- f. **Public Safety Agreements**
 - Archonix Systems, LLC
 - Mission Critical Partners, Inc. – (Addendum)
 - Priority Dispatch
- g. **Veterans Affairs Agreement**
 - Metro Flag Company

Commissioner Hertzler moved to approve the Contracts and Grants a.,c.,d.,e.,f minus the Bishop Bridge repairs and, g, that were reviewed at the November 20, 2014 Workshop. Commissioner Eichelberger seconded the motion and it unanimously carried. .

Commercial Revitalization and Shopsteading Loan Program: Commissioner Hertzler moved to approve the Commercial Revitalization and Shopsteading Loan Program Re: Gray Water Ops, LLC that was reviewed at the November 20, 2014 Workshop. Commissioner Eichelberger seconded the motion and it unanimously carried.

Commercial Façade Loan Program: Commissioner Eichelberger moved to approve the Cumberland County Commercial Façade Loan Program – Recommendation to become Cumberland Streetview Grant Program, that was reviewed at the November 20, 2014 Workshop. Commissioner Hertzler seconded the motion and it unanimously carried.

Capital Projects: Approval of the Capital Project Requests that were reviewed at the November 20, 2014 Workshop.

a. IMTO – Replacement of two Cisco Switches – Commissioner Eichelberger moved to approve replace of two Cisco switches. Commissioner Hertzler seconded the motion and it unanimously carried.

b. Kronos Implementation at the Public Safety building - Commissioner Eichelberger moved to approve Kronos for Public Safety. Commissioner Hertzler seconded the motion and it unanimously carried.

Bid Awards:

a. Approval to Award the Heavy Maintenance and Repair Service Contract for Industrial Composting Equipment to Plasterer Equipment Co., Inc. and Execute the Contract Subject to the Solicitor’s Approval. Commissioner Eichelberger moved to award Plasterer Equipment Co., Inc., the lowest responsible bidder and approve execution of the contract subject to Solicitors approval. Commissioner Hertzler seconded the motion and it unanimously carried.

b. Approval to Award the Towing and Light Maintenance and Repair Services for Heavy Duty Recycling Equipment and Vehicles Contract to John’s Mobile Repair and Execute the Contract Subject to the Solicitor’s Approval. Commissioner Hertzler moved to award John’s Mobile Repair, the lowest responsible bidder and approve execution of the contract subject to Solicitors approval. Commissioner Eichelberger seconded the motion and it unanimously carried.

CNRC Management Services Advertising: Commissioner Eichelberger moved to approve the Authorization to Advertise Requests for Proposals for Claremont Nursing Home Management Services that was reviewed at the November 20, 2014 Workshop. Commissioner Hertzler seconded the motion and it unanimously carried.

Aging and Community Services Reappointments: Commissioner Hertzler moved to approve reappointments of Mary Blume and Rachael McKinney to the Aging and Community Services Advisory Board to three years terms to expire December 31, 2014. Chairman Cross seconded the motion and it unanimously carried.

General Disbursement Transfer Authorizations: Commissioner Hertzler moved to approve the General Disbursement Transfer Authorizations. Commissioner Eichelberger seconded the motion and it unanimously carried.

- a. 11/14/14 \$ 2,756,126.10
- b. 11/15/14 \$ 1,945,678.62
- c. 11/17/14 \$ 3,317.66
- d. 11/18/14 \$ 506,599.04
- e. 11/18/14 \$ 2,195,612.73
- f. 11/21/14 \$ 920,210.81
- g. 11/21/14 \$ 130,388.09
- h. 11/28/14 \$ 1,365.74

Executive Sessions: Chief Clerk Thomas reported an Executive Session was held on November 20, 2014 @ 11:45 a.m., Re: Personnel Issues

Monthly Reports: Chairman Cross moved to approve acceptance of Monthly Reports: Recycling & Waste, Change of Assessments – November. Commissioner Hertzler seconded the motion and it unanimously carried.

Other Business: Chairman Cross moved to approve Richard Hammonds resignation from LEPC Committee. Commissioner Hertzler seconded the motion and it unanimously carried.

ADJOURN: There being no further business to come before the Board, the meeting adjourned.

Respectfully Submitted,

Jennifer Crum
Administrative Assistant