

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**DECEMBER 18, 2014 – 9:00 AM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA**

Present: Commissioner Cross and Commissioner Hertzler; Larry Thomas, Chief Clerk; Sandy Moyle, Deputy Chief Clerk/Meetings Manager; Keith Brenneman, Solicitor; Al Whitcomb, Controllers; Dana Best and Ron Snow, Finance; Mick Burkett, Human Resources; Mark Adams, IMTO; Beth Chornak, ERP; , Bill Fulton, Controller's Office; Terry Barley and Dave Miller, Aging and Community Service; Wendy Hoverter, Children and Youth; Kirk Stoner, Planning; John Lopp, Facilities Management; Megan Silverstrim, Communications; Melissa Calvanelli, Court Administrator; Silvia Herman and Sue Carbaugh, MH/IDD; Patrice Pickering and Kellie Crawford, Homeless Assistance; Sonia Pitzi, ECYEH; Lynette McCullough, Claremont Nursing and Rehabilitation Center; Lisa Grayson and Margie Wevodau, Register of Wills; Carl Goshorn, Conservation District; Debra Figueroa, Borough of Carlisle; 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

Press Release: Chairman Cross and Silvia Herman recognized Sue Carbaugh for receiving the Pennsylvania Association of County Administrators MH/DS Innovation Award for 2014.

Press Release: Chairman Cross and Patrice Pickering recognized Kellie Crawford for receiving a Special Recognition for the 2014 Regional Homeless Advocate of the Year.

Commissioner Cross acknowledged receipt of the Marine Corps Reserve recognizing Cumberland County Courthouse for supporting the 2014 Toys for Tots.

Budget Adjustments: Dana Best reviewed Resolutions 2014-34 and 2014-35 Re: Budget Adjustments for Workers Comp increase, Hotel Tax increase, and CJ Planning and IP Programs increase (see attached).

Capital Project Request: Lisa Grayson reviewed the following:

- Register of Wills Office – Comprehensive Records Management System – *New Software/Hardware System – Total \$180,151.00 (see attached).*

Contracts/Grants: Sandy Moyle

- a. **Aging and Community Service Agreement** Wendy Sheaffer reviewed the following:
 - Waiver Revalidation - *Removed*
- b. **Children & Youth Services Agreements** Wendy Hoverter reviewed the following:
 - Adelphoi Village, Inc. – *2%/4% Increase*
 - Cornell Abraxas Group, Inc. – *5.8% increase – Minimal pay per use*

- Diakon Child, Family and Community Ministries – *No Increase*
 - Drug & Alcohol Rehabilitation Services, Inc. – *No Increase*
 - Family Care Services, Inc. – *4% increase*
 - Youth Services Agency – *Increase*
 - Edison Court, Inc. – *New Service*
- c. **Claremont Nursing & Rehab Center Agreements** Lynette McCulloch reviewed the follow:
- Department of Veterans Affairs – Addendum - *Increase 3.7% retro back to July 2014.*
 - Credit Application with Lamar to Promote Grand Opening of Rehab Unit – *for Advertising (see attached)*
 - Letort View Community Center – *Catering for Rehab Unit VIP Open House.*
 - Wilmington Trust – Trust Payment – *Requesting approval signatures to release funds from M&T Bank to the Claremont Nursing Home on behalf of the Evelyn T. Brenneman Trust - Total \$215,243.60 Will be deposited into Claremont Statement savings account. CNRC Board will determine how to use the funds. This is a testament to the quality of care that this provided to the Nursing Home.*
- d. **Conservation District Agreement** – Carl Goshorn reviewed the following:
- AET Consulting, Inc. – *\$9,050 – For Conservation Plans written for seven farms.*
- e. **Controller’s Office/Human Services Agreement** – Bob Dagrosa reviewed the following:
- VALIC 401(a) Application – *Request approval of application forms to start the administrative process. Chairman Cross moved to approve the application. Commissioner Hertzler seconded the motion and it unanimously carried.*
- f. **ERP Agreement** – Beth Chornak reviewed the following:
- Kronos – *Addendum for additional licenses and time clock for Public Safety – Total \$23,137.00.*
- g. **Facilities Management Agreements** – John Lopp reviewed the following:
- AOPC Grant (*see attached*) - *\$30,000 for security equipment upgrade.*
- h. **IMTO Agreement** – Mark Adams reviewed the following:
- Appalachia Technologies, LLC – *No additional cost - addendum – Adjusting scope of work for testing and security network testing.*
- i. **MH/IDD Agreements** – Sue Carbaugh reviewed the following:
- FY 2014-2015 Early Intervention Agreements
 - Shannon Sweeney, PT – *Amendments – \$15,000 Increase*
 - Aspirations LLC – *\$4,500 increase*
 - FY 2014-2015 Intellectual and Developmental Disabilities
 - Center for Independent Living of Central PA, Inc. – *Customer satisfaction surveys for the state.*
 - Lancaster County BH/DS – *State funds*
 - Franklin-Fulton Counties MD/ID/EI) – *State funds*
 - Alert Pharmacy, Inc. – *Silvia Herman reviewed the new contract for oversight and management of the prescription formulary, which will relieve her staff.*
- j. **Transportation Agreement** – Kirk Stoner reviewed the following:
- Keystone Autism Services, Inc. – *Transportation services for clients - shared ride services rates.*

- k. **Vector Control** – John Bitner reviewed the following:
- West Nile Virus Control Grant Program (see attached) – *3% decrease. Outreach funding was dropped. – Total Grant for 2015 - \$59,720*

Facilities Management Bid Projects: – John Lopp reviewed the following:

- Request to Authorize Advertising for Parking Lot and Driveway Paving and Line Painting at the Cumberland County Old Prison.
- Request to Authorize Advertising for Parking Lot and Driveway Paving and Line Painting at the Cumberland County Ritner Property.

Claremont Nursing and Rehabilitation Center Bid Project: – Lynette McCulloch reviewed the following:

- Request to Authorize Advertising for Bid Participation in the Purchase of Milk and Bread by Cumberland County Facilities – *Rebid – no responsive bidders.*

Report of Bid Opening: – Participation as a Food Vendor for Cumberland County Facilities Lynette McCullough reviewed CNRC and the Aging and Community Services – for their Food Program - four responded. Scheid, Feesers, Nardone, and Sysco. Chairman Cross moved to acknowledge the bid opening. Commissioner Hertzler seconded the motion and it unanimously carried.

Report of Bid Awards: – Lynette McCulloch

- Request to Approve Award to M. Fellingner Company the contract to Participate as a Food Vendor for Non-Perishable Food for the Food Pantry
- Request to Approve Award to Scheid Produce, Inc. as Food Vendor for Food at CNRC and Fresh Fruits and Vegetables for the Food Pantry
- Request to Approve Award to Feesers, Inc. the Contract to Participate as a Food Vendor for Food at CNRC
- Request to Approve Award to Nardone Brothers Baking Company the Contract to Participate as a Food Vendor For Food at CNRC
- Request to Approve Award to Sysco the Contract to Participate as a Food Vendor for Food at CNRC

Letter of Support: Debra Figueroa, Borough of Carlisle, reviewed the request from Carlisle Borough for a Letter of Support for the EPA Brownfields Assessment Grant (see attached). This will be used for Redevelopment Plan, Storm Water Management \$400,000 – no match. Commissioner Hertzler moved to approve the letter of support. Chairman Cross seconded the motion and it unanimously carried.

Bridge Repairs Advertising: Kirk Stoner requested to Authorize Advertising for Bids to Repair Kunkle and Bishop Bridges. Approximate reopening of the bridges is planned for April 2015.

HRG Time Extension: Kirk Stoner reviewed the request for a Preliminary Engineering Time Extension for the Orrs Bridge Project (see attached). Design/sight issues that need further review.

Liquid Fuels Funds: Kirk Stoner reviewed the Liquid Fuels Encumbrances – End of year funds can be used for the bridge repairs (see attached).

Commissioners' Liaison Reports

Commissioner Cross:

- Conservation District will conduct evening meetings starting in 2015.
- Municipal Authority reappointments will be requested for approval at Monday's meeting.

Commissioner Hertzler:

- Aging Advisory Board met Friday December 5th. The 2014/2015 Office of Aging budget was presented as well as the Cares Transitions Program in affiliation with Holy Spirit Hospital. Further discussion of the County supplemental heating support beyond the Federal Government funds. The 15 member Board has two vacancies and will be looking for volunteers.
- Ag Land Preservation Board met on the Wednesday, December 10th. Don Mowery received Recognition as Founder of the Board and for 25 years of service on the Board. The Board interviewed Richard Leatham to replace Don Mowery. He works for S&A Homes, overseeing land development. The Board recommended reappointing Kingsley Blasco and approval of Vince DeFelippo, as Chairman of the Board for 2015. Funds for the Farmland Preservation Program: Total \$240,000 for the 2015 Program. \$40,000 from the General Fund, \$100,000 from Act13 Marcellus Shale and \$50,000 Clean and Green Rollback, \$41,827 from Hornbaker IPA and \$8,250 private donations.
- Attended a CAT Connect meeting last Thursday, December 11th. A new route will begin January 12th.
- Attended an Open House last Thursday, December 11th to inform residents on the repairs and plan to reopen Bishop Bridge. Emergency response concerns were discussed.
- Attended a CAEDC Planning meeting Friday, December 12th to discuss new strategies of new economic development. Employment rate was discussed, being approximately 4%. Discussed CAEDC funding from the County - \$40,000.
- The Housing & Redevelopment met Friday, December 12th. Board member Lou Martin will need to be reappointed.
- Affordable Housing Trust Fund Board has four Board members that will need to be reappointed.
- On Wednesday, December 17th, attended a breakfast meeting at Holy Spirit Hospital and Geisinger Health Systems Representatives regarding a presentation on their new partnership.
- Tri-County Planning meets today.

Chief Clerk Thomas highlighted the meeting at CAEDC on Friday, December 12th regarding the discussion on the economy and where all the needs are focused. Data comparison showed that we have come out of the recession differently and moving in a new direction.

Executive Session: Chief Clerk Thomas reported that Executive Sessions held on December 12, 2014, @ 3:30 p.m. and 4:30 p.m. Re: Personnel Issues.

Executive Session: Chief Clerk Thomas requested an Executive Session Re: Personnel Issues.

Other Business: None

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

Respectfully Submitted,

Jennifer Crum, Administrative Assistant