

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**FEBRUARY 26, 2015 – 9:00 AM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA**

Board of Commissioners Present: Commissioner Cross, Hertzler and Eichelberger;

Staff Present: Larry Thomas, Chief Clerk; Sandy Moyle, Deputy Chief Clerk/Meetings Manager; Jennifer Crum, Recording Secretary; Keith Brenneman, Solicitor.

Departments: Al Whitcomb, Controller; Bob Dagrosa, Deputy Controller; Mary Brokans, Controllers; Holly Sherman, Human Resources; Kirk Stoner, Planning; Rose Cook, Transportation; Mike Clapsadl, Controllers; Wendy Sheaffer and Terry Barley, Aging Office; Nikki McElwee, Children and Youth; Lynette McCulloch, CNRC/Finance; Melissa Calvanelli, Court Administrator; Eric Radnovich, District Attorney's Office; Holly Sherman, Human Resources; Earl Reitz, Prison; Bob Shively, Public Safety; Justin Miller, Recycling & Waste Authority; Jason Vioral, Sheriff's Office; Michele Sibert, Victim Services; John Lopp, Facilities Management; Charles Hall, Coroner; Rebekah Finkey, CJP/IPP.

Outside Agencies: Rich Farr, Mike Devaney and Jenna Reedy, York Adams Transportation Authority; Shireen Farr, CAEDC; Patrick W. Tumulty, Progressive Waste Solutions (IESI-PA).

Media: Daniel Walmer, The Sentinel; Steve Maroni, The Patriot News; Amanda St. Hiliare, TV 27 News.

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

Public Comment: None

Voluntary Separation Benefits: Bob Dagrosa explained at the first Board of Commissioner meeting of every month the Commissioners need to declare program contributions for the employees who voluntary separated the prior month. There are two employees for the month of February. He requested approval on Monday, March 2nd to Execute Declaration of the February 2015 Voluntary Separation Benefit Contributions for County Participants.

Library Transportation for Seniors: Terry Barley explained the type of services Aging provides and the costs associated (see attached). The proposal is a one year pilot program for seniors that would provide transportation to their nearest library in the Cumberland County Library System. Chairman Cross asked if transportation could expand to other locations such as the YMCA.

Commissioner Hertzler mentioned the funding is from the PA State Lottery funds and the Aging Block Grant. The program could be implemented immediately.

Commissioner Eichelberger expressed concerns regarding the funding source, sustainability and marketing for this service. Terry Barley explained it is 100% funded by the PA State Lottery and the Aging Block Grant and he will work with the Communications Team to market the service. Kirk Stoner explained the Shared Ride and Fixed Route services differences.

MOU with York/Adams Transportation Authority: Kirk Stoner updated the Board to date. Effective July 1st Memorandum of Understanding (MOU) between Cumberland County and York Adams Transportation Authority to appoint the Authority as the coordinator of the Shared Ride Paratransit Services. Rich Farr explained the process, services and cost savings to the county. Commissioner Hertzler mentioned the improved services in our transportation program with savings being approximately \$250,000 to the county.

Wolf Bridge Project: Kirk Stoner explained the Time Extension Request for Part 1 of the Agreement for the Wolf Bridge Project. The request is for extension through March 19, 2016. Construction would begin late 2017. Commissioner Hertzler asked why an extension was requested. Kirk explained the feasibility studies that are needed and if the additional work is not done, we lose the project.

Contracts/Grants: - Sandy Moyle

- a. **Aging & Community Service Agreements** — Wendy Sheaffer
 - York County, Perry County, Franklin County and UCP — Pass Through Funds – coordinating to service area #9.
 - Vicki Baer, RN — Professional Services –Part-time
- b. **Children and Youth Services Agreements** — Nikki McElwee
 - KidsPeace National Centers, Inc. 2.49 % - 2.53% increase
 - The Bair Foundation of Pennsylvania, Inc. – for placement
 - The Bair Foundation of Pennsylvania, Inc.
- c. **Claremont Nursing and Rehab Center Grants** — Lynette McCulloch
 - Submission of Grant Application — Music Therapy Program - \$50,000 grant for this program. – Coordinating assistance. First application date is March 31st . Chairman Cross suggested looking into the music program that is provided by the Libraries and possibly collaborating with them.
 - Submission of a DPW Grant Application — Exceptional Durable Medical Equipment - \$5,479.74 – for a Wheelchair.
- d. **District Attorney's Office Agreement** — Eric Radnovich
 - DataWorks Plus — Specialized Software for Digital Crime Scene System – \$95,420 funded by a \$250,000 Grant from PCCD.
- e. **District Court 09-2-01 (Judge Fegley) Agreement** — Melissa Calvanelli
 - Tidy Maid Cleaning Service – cost savings - \$1,860/yr
- f. **Human Resources Agreement** — Holly Sherman
 - US HealthWorks Medical Group of Pennsylvania, PC – annual renewal – no cost change.
- g. **Prison Agreements** — Earl Reitz
 - PA Chiefs of Police Association — Livescan Fingerprint System Maintenance – tech support \$7,450
 - PA Chiefs of Police Association — CPIN Maintenance – \$7,037.00
 - Home Paramount Pest Control — Annual Pest Management \$1,140
 - PA District Attorneys Institute — Victim Notification Program – \$6,583.70 – Inmate canteen fund - not general fund.
- h. **Public Safety Agreement** — Bob Shively
 - Radiological Emergency Response Plan (RERP) – updated plan to electronic format.
- i. **Recycling & Waste Agreements** — Justin Miller
 - Submission of Grant Application to the PA Department of Environmental Protection — 50% Reimbursement for Recycling Coordinator Position for year 2014. – approximately \$33,000 reimbursed
 - Borough of Carlisle — Yard Waste Equipment Agreement

- j. **Sherriff's Office Agreement** — Sgt. Jason Vioral
 - Dataworks Plus — C-Net Computer Software – One year trial service to view prior to a permanent service - \$2,326.00.
- k. **Victim Witness Grant** — Michelle Sibert
 - Request to Approve the Subgrant Award — Rights and Services Act of 2015-2016 - \$179,748.00

DJ Brewbaker's Office Space: John Lopp presented a Summary for Approval of Expansion Project of DJ Brewbaker's Office Space and Request to Move Forward with an Addendum to Lease and Construction Project. This would create an additional 609 sq. ft, which is in line with AOPC standards. - \$7,003.53 per year additional cost. The additional space is needed for caseloads. Chief Clerk Thomas explained the cost differences from the previous lease agreement, the current cost and if they would relocate. This is the most feasible scenario. Requesting approval to draft a lease agreement and permits to start the project.

Coroner's Year End Report: (see attached) Charles Hall Presentation on Cumberland County Coroners Year End Report. Commissioner Hertzler asked for additional previous year statistics regarding motor vehicle deaths for comparison. Heroin deaths are reported higher in 2014. There was discussion regarding motor vehicle deaths being related to the DUI's.

Report of Bid Opening: John Lopp

- Refuse Removal for County Buildings – 3 bids – high bid - \$147,700, low bid - \$118,664 from Progressive Waste Solutions - additional \$25,674/yr. Request awarding Progressive Waste Solutions as the lowest responsible bidder.
- Parking Lot, Driveway Paving and Line Painting at the Cumberland County Old Prison Parking Lot – 8 bids - high bid - \$36,987 – low bid - \$17,961. – Fayetteville Contractors, Inc. Request awarding Fayetteville Contractors, Inc. as the lowest responsible bidder.
- Driveway Paving and Line Painting at the Cumberland County Ritner Property – 9 bids - high bid - \$462,061.80, low bid - \$267,295.15 – Schlusser Paving. Start time is approximately April. Commissioner Eichelberger asked if Facilities checked with the Capital Region COG for pricing. Facilities did check pricing with the COG. Chairman Cross asked if there was going to be more directives for traffic flow. John stated the line painting will be improved and explained the proper traffic flow. Commissioner Hertzler asked if it is known how many municipalities have their own paving equipment. John did check with Carlisle Borough but no longer offer that service.

Stover Farmland: Kirk Stoner Discussion of Renewal of Stover Farmland Lease Agreement. 85 acres at \$125/acre for a 5 year term. Currently agreement is \$75/acre. The County has 90 days to terminate the lease if needed.

Capital Projects: Jamie Keating Discussion of Capital Project Request:

- Insurance Fraud Vehicle - replacement – funded by the Insurance Fraud Grant - \$34,752.00

Commissioners' Liaison Reports:

Commissioner Cross:

- Children & Youth nominating committee has a recommendation for appointment. The number of referrals are up by 24%.
- Drug & Alcohol will meet next Thursday.

Commissioner Hertzler:

- Local Emergency Planning Commission met last Thursday, February 12th. There was a presentation from Safety Manager and Operations Supervisor from Excel/Nabisco Distribution Facility in South Middleton twp.- \$1.5 billion of products are shipped along the east coast.
- Housing & Redevelopment Authority met Friday, February 13th and discussed budget approval.
- Capital Regional Council of Governments Met Monday, February 16th. Council is continuing with a proposal submitted to provide services to Municipalities in a collaborative effort regarding MS4 Storm water run-off requirements from DEP and EPA.
- Aging Advisory Board met Friday, February 20th and discussed the Library transportation and other various services. There is still one vacancy on the Board, a suggestion was made for Terry Barley and the Communications Team to work on a press release to pursue a volunteer.
- Tri-County Regional Planning Commission meets today.
- HATs Coordinating Committee meets tomorrow morning.

Commissioner Eichelberger:

- Recycling & Waste Authority new equipment is being delivered and training will be held at Hampden Township.
- Planning is offering another Planning Commission University Training for municipal Planning Commission members.
- Library System – Reminder of the Public input sessions – last night was at Carlisle High School. The next one is scheduled Wed. March 25th at Shippensburg University Conference Center – Planning for the future. The last one will be on April 30th at Messiah College. Seniors need to have access to their local Library.
- Economic Development Corporation had their Annual meeting of the members on Wednesday, February 25th. New members are needed on this Board. A press release will be sent out.
- MH/IDD – March is IDD Awareness month. May is Mental Health Awareness month. MH Walk is May 1st.
- Work Force Investment Board met with Local Elected Officials and met new Director Kevin Perky. There was a presentation on new direction of the Workforce Investment Act. There was also information regarding a program that Dauphin County has regarding former incarcerated individuals to enter them into Trade Training. Data was provided which will be very useful.

Commissioner Hertzler mentioned the County Budget included CAEDC's \$40,000 for their program. He suggested this be discussed at a finance meeting. The County Comprehensive Plan adding the elements of Economic Development to the plan.

Report of Executive Sessions: Chief Clerk Thomas reported of Executive Sessions: February 17, 2015, @ 2:40 p.m. and February 25, 2015 @ 1:30 p.m. Re: Personnel Issues

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

Other Business: Rebekah Finkey updated on the IPP Grant. Funds that have not been used are returned to PCCD. Counties are contacted to see if additional funds are needed. It is requested that the County apply for additional funding of \$10,000 for drug testing. Adult Probation has requested applying for \$2,500 for the Electronic Monitoring Equipment. A total of \$12,500 will be requested.

Bob Shively Announcement – Carlisle Barracks is conducting testing on their Public Alert System at 11:00 a.m. today.

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

Respectfully Submitted,

Jennifer Crum
Administrative Assistant