

**CUMBERLAND COUNTY  
COMMISSIONERS' WORKSHOP MEETING**

**MARCH 12, 2015 – 9:00 AM  
COMMISSIONERS' HEARING ROOM  
COURTHOUSE, CARLISLE, PA**

**Board Members Present:** Commissioners Barbara Cross, Jim Hertzler and Gary Eichelberger.

**Absent:** None

**Quorum:** Yes

**Staff Members Present:** Larry Thomas, Chief Clerk; Sandra Moyle, Deputy Chief Clerk/Meetings Manager; Keith Brenneman, Solicitor; and Ruth Ann Ciecierski, Recording Secretary.

**Others Present:** Al Whitcomb, Bob Dagrosa, Lynne Grew, Controller's Office; Jen Crum, Commissioners' Office; Elizabeth Bouch, Holly Sherman, Human Resources; Roxanne Lehman, Paralegal; Wendy Sheaffer, David Miller, David Mohr, Aging & Community Services; Lisa Reider, Children & Youth Services; Sue Carbaugh, Mental Health/Individual & Developmental Disabilities (MH/IDD); Mark Adams, Ryan Ilgenfritz, Information Management & Technology (IMTO); Dana Best, Finance; John Belko, Claremont Nursing & Rehab Center (CNRC); Lynette McCulloch, CNRC Finance; Justin Miller, Recycling & Waste Authority; Bob Shively, Public Safety; Kirk Stoner, Planning Department; Carl Goshorn, Conservation District; Penny Brown, Bureau of Elections; Kate Molinaro, Meg Baker, Cumberland County Housing & Redevelopment Authority; Melissa Mixell, Tax Claims; Rebekah Finkey, Criminal Justice Program/IPP; Terry Lopp, Pam Tracey, Agriculture Extension; Erica Ernest, Prothonotary; Melissa Horner, Court Administration; and John Bitner, Vector Control.

Media: Daniel Walmer, The Sentinel; and Roger Quigley, The Patriot News.

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

**Public Comment:** None.

**Employee Recognition: Melissa Horner:** The Commissioners presented an award to Melissa Horner for 20 Years of Service.

**Employee Recognition: Jennifer Crum:** The Commissioners presented an award to Jennifer Crum for 20 Years of Service.

**Review of Resolution 2015-5 Re: Budget Adjustments:** Dana Best reviewed Resolution 2015-5 Re: Budget Adjustments (see attached).

**Contracts/Grants:** The following Contracts/Grants were reviewed for action to be taken at the Board of Commissioners' Meeting on March 16, 2015:

- a. **Aging & Community Service Agreement:** Wendy Sheaffer discussed the following agreement:
  - Allied Attorneys of Central Pennsylvania LLC - *Addendum – increase the rate paid to execute power of attorney to raise the rate from \$65 to \$100 per document.*
- b. **Bureau of Elections Agreement:** Penny Brown discussed the following agreement:
  - Penske Truck Leasing - Truck Rental for May 2015 Primary - *for rental for delivery of voting machines for the May Primary; no increase.*

- c. **Children and Youth Services Agreements:** Lisa Reider discussed the following agreements:
- Appalachian Youth Services, Inc. - *no increase for 2014/15.*
  - George Junior Republic in Pennsylvania - *5% increase in community residential from \$138 to \$144.*
  - George Junior Republic in Pennsylvania – Addendum – *to remove the preventative aftercare program contract as of December 31, 2014.*
  - Preventative Aftercare, Inc. – *to become their own entity with a 2.9% increase (\$1.26).*
- d. **Claremont Nursing and Rehab Center Agreements:** Lynette McCulloch reviewed the following agreements:
- Companion Radio - *one year contract, received a longevity participant rate that was reduced by 24%.*
  - J.C. Ehrlich Company – *monthly and yearly pest control for facility with a 1.2 % increase (\$60) a year.*
  - Premier GPO – Addendum — *to add three vendors to contract; only participation, no cost.*
- e. **Conservation District Grant Application:** Carl Goshorn reviewed the following:
- Submission of Grant Application to the PA Association of Conservation District – *seeking approval to apply for \$2,000 grant with their state association that will enable citizens in the Yellow Breeches Watershed to become educated on storm water and nutrient runoff and improve water quality.*
- f. **Controller’s Office Agreement:** Bob Dagrosa reviewed the following agreement:
- InfoSeal Service Agreement – annual cost - *\$865 for maintenance agreement on check sealer.*
- g. **Human Resources Grant & Agreement:** Elizabeth Bouch reviewed the following Grant:
- DCED Grant Application - Early Intervention Program – *Train the Trainer Workshops - \$6,900.*
- Holly Sherman reviewed the following contract:
- Prevention Health Screenings - *contract for annual Employee Health Fair (4-22-15 at CNRC; 4-23-15 at Court House) to provide abdominal aortic aneurysm screenings; no increase.*
- h. **IMTO Agreement:** Mark Adams reviewed the following agreement:
- Link Computer Corporation – *annual maintenance for the S400 system; \$4,231.90, an increase of \$283.00.*
- i. **MH/IDD Agreements:** Sue Carbaugh reviewed the following agreements and explained that most of the following were increases to contracts based on increased services.
- FY 2014-2015 Intellectual and Developmental Disabilities Agreements
    - AHEDD Inc.-
    - Angels on Call LLC- *\$18,475 increase.*
    - Easter Seals Western and Central PA, Inc. – *new contract for sign language services.*
    - Keystone Service Systems, Inc. d/b/a Keystone Human Services Central PA
    - PA Lifesharing LLC - *\$37,837 increase.*
    - The ARC of Cumberland and Perry Counties
    - Valley Community Services, Inc.
    - York/Adams Counties MH/IDD Program - *renewal contract.*
    - HIPPA Business Associate Agreements – IDD\* - *Business associates agreement with contract.*
    - Addus HealthCare, Inc. d/b/a Addus Homecare – *Business Associates Agreement contract.*
    - Easter Seals Western and Central PA, Inc.

- j. **Planning Agreements:** Kirk Stoner reviewed the following agreements:
- HRG Proposal for Engineering Services - Cumberland County Bridge Y-15 Preservation Project – *subset work; Ege Bridge in South Middleton Township; \$265,000 projected cost.*
  - HRG Proposal for Engineering Services-Supplement A - Cumberland County 2015 Bridge Maintenance Repairs – Maintenance Program, **\$15,000 reduction; \$320,000 estimated total project costs.**
  - HRG Change Order No. 2 — Enck’s Mill Road Bridge Replacement – Dickinson Township, Cumberland County, PA – *final additions and deductions to close out project; \$2,400.*
- k. **Public Safety Agreement:** Bob Shively reviewed the following Agreement:
- Eaton Corporation - 3 Yr. Agreement for Preventative Maintenance on Flywheel UPS - *renewal to provide service and maintenance for uninterrupted power supply and flywheels - 3 yr. contract for \$41,814; with a savings of \$3,636.*
- l. **Recycling & Waste Grant Application:** Justin Miller reviewed the following Grant Application:
- Submission of Recycling Grant Disbursement Request to the PA Department of Environmental Protection reimbursement of \$250,000 toward the purchase price of the new horizontal wood grinder. – *Phase III - cost of machine is \$311,436; 10% match is \$27,778; overage is being paid for by the Municipalities’ Capital Funds.*
- m. **Tax Claims Agreement:** Melissa Mixell reviewed the following Agreement:
- Government Software Services, Inc. – Addendum – *an addendum to agreement for the printing of delinquent tax and tax sale notices extending to December, 2017; no increase, costs about \$3,000 a year.*

**Discussion of the County’s 2014 Consolidated Annual Performance and Evaluation Report:**

Kate Molinaro discussed the County's 2014 Consolidated Annual Performance and Evaluation Report ([see attached](#)). The report outlines the use of accomplishments for the calendar year and has been on public display for the required days. The request is for the Commissioners to adopt the report no later than March 31, 2015. Action is to be taken at the Board of Commissioners’ Meeting on March 16, 2015.

**Commissioners’ Liaison Reports:**

**Commissioner Cross:**

- **Ag Extension** – Recommendation for reappointments and new appointments for three individuals will be presented at the Board of Commissioners Meeting on March 16, 2015 for the Board’s consideration.
- **Children & Youth Citizens Advisory Board** – Will meet on March 25, 2015.
- **Conservation District** – Will host a SouthCentral Regional Meeting with 14 counties on March 16, 2015.
- Attended a program on March 4, 2015 sponsored by Capital Region Economic Development Corporation (CREDC) and PA Learning Investment Commission regarding the economic impact of early childhood development.
- Participated in a Regional Press Conference sponsored by Capital Region United Way on March 5, 2015 with a panel consisting of the Harrisburg Chamber, the West Shore Chamber and commissioners from Perry and Dauphin Counties.
- Attended the FirstNet Regional Conference in Shippensburg to hear the proposed expansion of broadband for first responders on March 6, 2015.
- Attended the Tourism Bureau’s Roundtable Presentation on the State of the Region on March 11, 2015.
- March 13, 2015, will begin the first series of budget calls that CCAP has sponsored with the proposed budget that Governor Wolf has presented and we will be watching over the next few weeks the potential impact of what this proposed budget will look like for the counties.

### **Commissioner Hertzler:**

- Attended Carlisle Chamber of Commerce Breakfast with Representatives Steve Bloom and Will Tallman.
- Attended Governor's first Budget Address on March 3, 2015. He was honored to be among a handful of county commissioners throughout the State who were invited.
- **CCAP** – Discussion will be on a key part of the Governor's Budget is to move towards the restoration of the 10% funding that was cut from Human Services in the counties.
- **Farmland Preservation** – The meeting was cancelled on March 11, 2015, but they have received word that the State has allocated money which would allow the County to preserve 730 acres of prime farmland in Cumberland County in the 2015 program year.
- **LEPC** – Will be meeting tonight, March 12, 2015.
- **Housing & Redevelopment** – To be held on March 13, 2015.
- **Council of Governments (COG)** – To be held on March 16, 2015.

### **Commissioner Eichelberger:**

- **Western Cumberland COG** – Attended meeting on March 9, 2015. Discussion was held on options for shortages of road salt; and Upper Mifflin Township will be withdrawing from the organization.
- **Library System Board** – Meeting will be held on March 16, 2015.
- **CAEDC** - Board Meeting to be held on March 17, 2015.
- **Planning** – Board Meeting to be held on March 19, 2015.
- **MH/IDD** – Board Meeting to be held on March 19, 2015.
- Reported that he was appointed to the Academy for Excellence Committee at CCAP; they offer advanced trainings to provide upgrading skills for public managers. The meeting will take place at the Spring CCAP Conference at the Harrisburg Hilton on March 22, 2015.

**Request for an Executive Session Re Personnel Issues:** Chief Clerk Thomas reported that there was a request for an Executive Session Re Personnel Issues following the meeting.

**Other Business:** – Rebekah Finkey reported that the Steering Committee met on March 10, 2015 and discussed a grant opportunity they would like to pursue for funding from the MacArthur Foundation, who has published studies on pretrial incarceration and services. The foundation will be issuing a Safety and Justice Challenge Technical Assistance Grant that would include looking at local jail usage and the impact on low income and minority populations. The first part of the grant will award 20 sites \$150,000 for a six month intensive technical assistance project. The kick-off is scheduled for May, 27, 2015 in Washington D.C. The grant request is due by March 31, 2015 with no match. The online application does not require a signature.

**ADJOURN:** There being no further business to come before the Board, the Meeting was adjourned.

Respectfully Submitted,

Ruth Ann Ciecierski