

**CUMBERLAND COUNTY  
COMMISSIONERS' WORKSHOP MEETING**

**APRIL 9, 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:** Bob Dagrosa, Controllors Office; Elizabeth Bouch and Holly Sherman, Human Resources; Dana Best, Finance; Wendy Sheaffer, Aging & Community Services; Lynette McCulloch and John Belko, Claremont Nursing and Rehabilitation Center; Dave Freed, District Attorney's Office; Beth Chornak, ERP; John Lopp, Facilities Management; Sue Carbaugh, MH/IDD; Steve Hoffman, Planning; Rebekah Finkey, CJP&IP Programs; Brady Seeley, Conservation District; Bob Shively, Public Safety; Michelle Sibert, Victim Services; Jody Smith, Sheriff's Department; Mark Adams, IMTO.

**Outside Agencies:**

**Media:** Joshua Vaughn, The Sentinel; Steve Marroni, The Patriot News.

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

**Roll Call:** Chairman Cross, Hertzler and Eichelberger were present.

**Public Comment:** Chief Clerk Thomas mentioned a life that was saved in York County from the use of Naloxone. Other counties are in the process of approving the use of this medication.

**Employee Recognition:** Commissioner Cross and Chief Clerk Thomas recognized Tim Clawges for his 25 years of service with the county. Dave Freed commended Tim for his 25 years of dedication to the county.

**Press Release & Proclamation:** (see attached) Commissioner Eichelberger and Jonelle Darr on behalf of the Commissioners Proclaim April 12-18, 2015 as National Library Week. Commissioner Eichelberger mentioned the special public meetings hosted by the Library System and the growing computer access in the public libraries.

**Resolution No. 2015-9:** (see attached) Dana Best reviewed the Resolution 2015-9 Re: Budget Adjustment for Victim Witness.

**Hazard Mitigation:** Steve Hoffman gave an overview of the Cumberland County 2014 Hazard Mitigation Plan Update. A meeting was held on Tuesday with FEMA that highlighted the changes of the mapping and revising the flood plan studies based on flood elevations. The plan will need adopted by the Board then it goes to the Municipalities for review and adoption. Commissioner Hertzler is satisfied with FEMA's initiative to update the studies and mapping. FEMA's website will provide the revisions. There was discussion regarding the plan requirements to be updated every five years or it will result in the County not receiving available funds in the event of a catastrophe.

**Voluntary Separation Contribution:** Bob Dagraosa reviewed the request to Execute Declaration of the March 2015 Voluntary Separation Contributions for County Participants at the Board of Commissioners meeting.

**CNRC Tower:** Chief Clerk Thomas discussed the CNRC Tower Rehab Center construction redesign on the 4th floor with eight beds that are not being used. Currently there is no future use for the beds or the area except for Facilities to use it as storage space. John Lopp updated the Board on the Rehab Center and requested the opportunity to move forward with the use of the 4<sup>th</sup> floor for storage. Brad King explained the details that Life Safety has to approve a Change of Use for that area. Chairman Cross asked about limiting access to the 4<sup>th</sup> floor. Brad King stated that it has been taken care of. John Belko explained that the county can advertise an RFP to sell the beds for revenue which could take three years and they need to be kept in operation until they are sold or turn them over to the State Department of Human Services with no reimbursement. The benefit to turning them into the State would be the use of the space and the county would be negative \$2,000/year by keeping them. Chief Clerk Thomas asked if the County can purchase more beds in the future. John Belko suggested to purchase from another nursing home at a cost of \$17,000 to \$25,000 per bed or make a Medicaid case to the Department of Human Services. This is a \$200,000 decision. Commissioner Hertzler requested the Board receive a financial analysis to review before Monday.

**Contracts/Grants:** Sandy Moyle

- a. **Aging & Community Service Agreement** — Wendy Sheaffer
  - Christopher Royer, Psy.D. – originally as needed - \$100/hr. - increase to \$200/hr. for an evaluation. \$100/hr. for court testimony. – renewal 1-1-15 to 2016.
- b. **Bureau of Elections Agreement** — Penny Brown
  - East Pennsboro Area School District — use of two elementary schools for Polling Places in May and November – no cost.
- c. **Claremont Nursing and Rehab Center Agreements** — Lynette McCulloch
  - Mary Polson — Provide Medical Care for CNRC Residents – no cost – medical care.
  - James F. Frommer Jr. D.O. — Provide Medical Care for CNRC Residents – no cost – medical care.
  - Medicaid Cost Report Generated by Padden, Guerrini & Associates PC – 2014 report - submission is due April 30<sup>th</sup>.
  - Credit Application for Media General Operations, Inc. – Future use for marketing.
- d. **Conservation District Grant Application & Agreement** — Brady Seeley
  - Submission of Grant Application to PA American Water - \$1,037.18 – Household Hazardous Waste collection - No match funds
  - AET Consulting, Inc. – Radio Conservation plans - \$13,550.00 – DEP grants and other funding – No match funds
- e. **Criminal Justice Planning & IP Programs/Drug and Alcohol Commission** — Rebekah Finkey
  - Submission of County Intermediate Punishment Grant Application to PCCD— Grant #26074 - \$375,000 – Rebekah explained IP Program for additional DUI offenders. Commissioner Hertzler approves of the concept of insourcing and the District Attorney is also in agreement with the program change. District Attorney Freed explained his view of the cost savings with this new program. Chairman Cross moved to approve the grant application. Commissioner Hertzler seconded the motion.

Commissioner Eichelberger confirmed the opportunity to use the grant funds for other programs if needed. The motion carried.

- f. **District Attorney's Office Agreements** — Dave Freed
  - Agilent Technologies – Maintenance for the equipment that tests for drugs and alcohol.
  - Corrections Development, Inc. – Prosecutor Management System
- g. **ERP Department Agreement** — Beth Chornak
  - Infor (US) Inc. – addendum - \$16,650 - software upgrade. It was requested that the Solicitor review before Monday's Board Meeting.
- h. **Facilities Management Agreement** — John Lopp
  - Cianfichi Scholl Architecture/Engineering – Design & Engineering for District Justice Brewbaker's Office - \$10,200
  - Kint Beverage Concepts and Fire Protection — (Addendum) – Fire Extinguishers - \$60 less.
- i. **Human Resources Agreements** — Holly Sherman – Four Contracts
  - Capital Blue Cross Group Policy — (Medical)
  - Capital Blue Cross Group Policy — (Prescription)
  - Capital Blue Cross Rx Option Card Plan — Certificate of Coverage
  - Capital Blue Cross Rx Option Card Plan — Certificate of Coverage
  - Capital Blue Cross PPO HRA — Certificate of Coverage
  - Capital Blue Cross PPO HSA — Certificate of Coverage
  - Capital Blue Cross Dental Group Policy
  - Capital Blue Cross Dental — Certificate of Coverage
  - Capital Blue Cross Vision Group Policy
  - Capital Blue Cross Vision — Certificate of Coverage
- j. **Public Safety Agreements** — Bob Shively
  - Cummins Power Systems – Annual maintenance on nine tower site generators. - \$7,497.30/ 2 years = total \$12,497.30 - decrease
- k. **Transportation Department Grant** — Sandy Moyle
  - Acceptance of Grant Money in the Amount of \$468,000 awarded from the State — Replacement of buses that have met their use according to State Guidelines.
  - Capital Project Request — Requesting to purchase five Accessible Vehicles from PennDOT - \$468,000.
- l. **Victim Services Division of the District Attorney's Office Grant Application** — Michelle Sibert
  - Victims of Juvenile Offender Grant – Application for the VOJO Grant – 1 ½ year grant - \$65,059.00 – July 2015 through December 2016. Chairman Cross moved to approve submission of the grant application. Commissioner Hertzler seconded the motion. Commissioner Eichelberger questioned the \$80,000 salary expense cap. Michelle stated that's how far the money goes. The motion carried.

**Capital Request Projects for Facilities Management** — John Lopp

- a. Paving/Line Painting (Ritner & Old Jail) Contract - \$285,256.15
- b. Renovations at Business Central for DJ Brewbakers Offices — Contract - \$58,000 - Professional Services and Engineering

**Capital Request Project for Sheriff's Department** — Jody Smith

- a. Vehicle Replacement — 2003 Jeep Liberty with 105,350 Miles – replace vehicle with a 2015 Dodge Ram. Commissioner Hertzler asked what happens to the old vehicle. It will be traded in for \$12,000. Cost - \$35,508.00

## **Commissioners' Liaison Reports**

### **Commissioner Cross**

- Ag Extension met Tuesday evening reappointed Barbara Gleim, President; Kay Knepp as Vice-President and Noah Hughes as Treasurer. Next Tuesday is Ag Legislative Day at the Capitol. Dave Swartz, Agricultural Extension Executive Director, will speak on the impact of Cumberland Valley produce. 4-H had their Speak Out Night the same evening.
- Conservation District received the 2015 Chesapeake Bay Special Projects allocations of \$1.5 million for impaired watersheds, Best Management Practices (BMP's), cover crops, conservation nutrient management activities, corridor improvements and manure storages.
- Drug and Alcohol will meet tonight, April 9, 2015.
- Commission for Women will meet tonight, April 9, 2015. Chairman Cross contacted the Governor's Office for the PA Commission for Women to inquire on program opportunities.
- Tourism Round Table met yesterday, April 8, 2015. The focus was The Arts and the economic impact in the valley. The Luhrs Center and the Carlisle Theatre gave a presentation and mentioned the contribution from Central PA Youth Ballet.

### **Commissioner Hertzler**

- Last Tuesday Commissioner Hertzler gave testimony in front of the State Auditor General for the Proposed Constitutional Amendment Senate Bill 4. This could be on the ballot as the Purely Public Charity for Real Estate Tax Exemption purposes.
- Ag Land Preservation Board met yesterday, April 8, 2015 and approved to proceed with making offers to the six top ranked farms. Two in West Pennsboro, the other four are in South Middleton, Monroe, North Newton, and Dickinson Twp. This will increase the total of Farm Acres preserved to an additional 551. There are more funds available from the USDA in the amount of \$2.8 million. May 15<sup>th</sup> is the deadline to apply.

### **Commissioner Eichelberger**

- Economic Development Corporation is working on a new Annual Ag Guide and Visitors Guide. New website – live April 15<sup>th</sup> with new user friendly tools.
- The Cumberland/York area Economic Development will hold a meeting on April 13<sup>th</sup> meeting at AHEC.
- Municipal Advisory Board will be convening on May 21<sup>st</sup>.
- The MH Awareness Walk is May 1<sup>st</sup> and will start at Letort Park. They are working with the Manage Care Company regarding the State required changes for Healthy PA expansion that Governor Wolf is implementing.
- Recycling & Waste submitted data to DEP for year 2014 – the County is currently at a 35.8% recycling rate. Yard Waste equipment is very active with the spring weather. Two applicants submitted applications to serve on the Board. A recommendation will be requested at the next Workshop.

**Report Executive Sessions:** Chief Clerk Thomas reported on Executive Sessions: April 1, 2015 @ 2:30 p.m. and April 6, 2015 @ 1:00 p.m. Re: Personnel Issues.

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

**Other Business:**

**County Grant Funds:** Commissioner Hertzler discussed Economic Development Corporation Grant funding that is in the County Budget as County grant funds. Some of the requests that we approved are Mid-Penn Legal services - \$10,000, Fire protection – \$8,000 for Carlisle Borough, EDC - \$40,000, Cumberland County Commission for Women’s - \$800, I-81 Coalition - \$4,000. He proposed to send letters to all these organizations to inform them of the funding they will receive. The 2015 budget was approved with these funds available for the agencies.

**Municipal Advisory Board:** Commissioner Hertzler asked colleagues regarding the Municipal Authority member Dennis Goddard reappointment. Currently that position is vacant. It was suggested that vacant position be advertised.

**County Grant Funds:** Chief Clerk Thomas mentioned the Commissioners received a grant proposal a few weeks ago which is extensive. There needs to be a better way to continue the grant process in the future. He suggested a line item in the budget that approves discretionary items and a proposal that outlines the funding. We are in transition to change the grant funding process and a review of the remaining items could determine how the money should really be spent. Chairman Cross asked if these funds should even come from the Commissioner’s office; possibly other offices, i.e. Planning Department and the Commission for Women could become a 501c3. Commissioner Hertzler suggested this should be part of the upcoming budget process.

Commissioner Eichelberger stated the grant process was flawed in the past. Projects have not been funded properly and it’s time for change. The Board should disallow all grants this year and reproduce a new grant program with guidelines as to how the funding is spent.

Chairman Cross suggested that the budget funding be moved to departments and take the opportunity of the finance meetings to review these with the receiving agencies. Chief Clerk Thomas reiterated that the program needs work. He suggested the grant funding be reviewed again and possibly take action on Monday.

Commissioner Hertzler suggested we put details on suggestions. Chairman Cross mentioned the state budget approval in July is an unknown and suggested we look at the budget before Monday.

Chief Clerk Thomas stated he is currently working on this new process and will continue to proceed with the new process. Commissioner Eichelberger suggested the funding be distributed as approved in the budget but continue with the new grant process.

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

Respectfully Submitted,

Jennifer Crum  
Administrative Coordinator