

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**May 21, 2015 – 9:00 AM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA**

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

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

Departments: Bob Dagrosa, Controller's Office; Elizabeth Bouch, Human Resources; Dana Best, Finance; Wendy Sheaffer, Aging & Community Services; Lynette McCulloch, Claremont Nursing and Rehabilitation Center; Kirk Stoner, Planning; Bob Shively, Public Safety; Mary Brokans, Controller's Office; John Lopp, Facilities; Justin Smith, GIS; Mark Adams, IMTO.

Media: Joshua Vaughn, The Sentinel; Roger Quigley, The Patriot News.

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

Public Comment: None

Contracts/Grants: Sandy Moyle

- a. **Aging & Community Service** — (Wendy Sheaffer)
 - Beacon Light Behavioral Health Systems — Letter of Agreement
 - Submission of Grant Application to PA Department of Agriculture
 - State Food Purchase Program
- b. **Claremont Nursing Agreements** — (Lynette McCulloch)
 - Home Instead Senior Care — Providing Services to CNRC – no cost
 - McCann School of Business & Technology — Student Externship (unit secretary) - no cost
 - HACC (Harrisburg Area Community College) — Clinical Experience Previous contract can be renewed up to 5 years. This is an Accredited Curriculum.
 - On-Line Publishers, Inc. — Veterans' Expo & Job Fair – Will be setting up a booth in Camp Hill marketing the facility on 08/20/15; cost to be \$450.00.
- c. **Facilities Management Agreement** — (John Lopp)
 - Fayetteville Contractors, Inc. — (Addendum) ***Action Requested** Chairman Cross moved to approve the FMA Agreement for Fayetteville Contractors, Inc. Commissioner Hertzler seconded the motion and it unanimously carried.
Chief Clerk Thomas thanked John for the great work to the parking lot.
- d. **Human Resources Agreement** — (Elizabeth Bouch)
 - Ratify Contract for the Early Intervention Program — DCED Funds 3500.00 grant – no match

- e. **IMTO Agreement** — (Mark Adams)
 - Oracle — Renewal – software for finance office \$495.72 support agreement. - “Crystal Ball”
Commissioner Cross conferred with Solicitor Keith Brenneman that this is an acceptable agreement and agreed.
- f. **Public Safety** — (Robert Shively)
 - Submission of Grant Application to PEMA for Hazardous Material Response Fund (HMRF) ***Action Requested**
 - Deadline was officially May 8th; however Public Safety submitted a packet to PEMA on May 1st asking for an extension; which was granted.

Chairman Cross moved to approve the Public Safety Submission of Grant Application to PEMA. Commissioner Hertzler seconded the motion and it unanimously carried.

Discussion of Resolution 2015-11 Re: Budget Adjustment – Dana Best

- Funding is for lunch and learn staff training on topics that are relevant to aging IDD population
- There is no impact to the General Fund

Discussion of Reimbursement Agreement No. 08A152 Orrs Bridge (T-618) Project — Part I Preliminary Engineering Time Extension — (Kirk Stoner – video teleconferencing)

- Kirk asked for a time extension until the end of the year due to a species of endangered mussels. This will not impact the overall schedule.
- Kirk was quoted as stating “There are only a certain number of folks and a certain time frame that this relocation can be done within.”
- Commissioner Hertzler asked what agency is going to move them – Kirk stated that, it is a subcontractor who will be doing the work with the requirements coming from the Fish & Boat Commission as well as the Pennsylvania Department & Environmental Protection.
- Commissioner Hertzler asked how much this is going to cost – Kirk did not have a figure at the present time and will get an answer to Commissioner Hertzler at a later date.

Discussion of CNRC Medicare Cost Report – End of Year 2014 — (Lynette McCulloch)

- Due by June 1st, 2015

Discussion of Capital Project Request:

- a. Pictometry 2016 - GIS — (Justin Smith)
 - Pictometry package will deliver aerial imagery of Cumberland County in 2016 and four years of software maintenance.
 - Tax Assessment uses this imagery to view parcels
 - GIS requires up-to-date orthophotography to create and maintain GIS data layers for county mapping applications, specifically 911 Computer Aided Dispatch (CAD).
 - The cost is \$269,000 with a \$22,000 due at signing and three payments due at anniversary of delivery.
 - Commissioner Hertzler asked if this is budgeted – Justin stated that this is not budgeted through his office.
 - Dana Best stated that one year will be moved out of the Capital Reserve
 - Justin stated that the 2012 flight is still being paid for
 - Commissioner Hertzler asked for a listing of all the anticipated Capital Expenditures over the next couple years
 - Dana suggested getting a 10 year plan

Appointment of Mayor Tim Scott to the Cumberland County Municipal Authority Board

— (Commissioner Cross)

Chairman Cross moved to approve the Appointment of Mayor Tim Scott to the CCMAB. Commissioner Eichelberger seconded the motion and it unanimously carried.

Commissioners' Liaison Reports:

Commissioner Cross:

- Drug & Alcohol Commission met on May 7th – There will be a Town Hall Meeting held on June 3rd at 7:00 PM location to be: 55 W. King Street Shippensburg; Topic – Heroin & Prescription Opiate Abuse - Panelists will consist of; Local Law Enforcement, Drug & Alcohol Officials, RASE Project, & County Coroner.
- CCAP & Governors Committee are going to begin holding weekly conference calls.
- Attended Emergency Services Action Panel (ESAP) Meeting May 13th – which was well attended.

Commissioner Hertzler:

- Attended Branch Creek Place Ribbon Cutting Ceremony May 7th – this is the former Shippensburg Community Center. Messiah Lifeways is a sponsor of Branch Creek Place. 130 seniors celebrated along with a group of dignitaries; including Pennsylvania Secretary of Aging, Teresa Osborne and State Rep. Rob Kauffman
- Attended Emergency Services Action Panel (ESAP) Meeting last week - presentation was given on Silent Dispatch, after the meeting there was a brief discussion regarding Army Heritage Drive for our first responders.
- Local Emergency Planning Committee met last Thursday – Commissioner Hertzler was not able to attend the meeting. He reported that they are working on updates to the by-laws. In the near future a recommendation from the committee is expected in filling the Law Enforcement Representative vacancy on the panel. The next meeting is scheduled for October.
- Housing Redevelopment Board met last Friday – There is an ongoing challenge meeting the demand for low cost housing for low-income residents in our County with limited funding for housing.

Commissioner Eichelberger:

- At Monday Board of Commissioners Meeting we will be asking for approval for the appointment of Erin Short to fill the vacancy for Recycling & Waste Authority.
- Library System Board met this week - There was evaluation of software, with an expected purchase. There are plans to conduct two on-line survey's to evaluate the summer's reading programs; 1) a state-mandated survey of children and their opinions about the library and 2) an outcomes survey that was developed by the Public Library Association (PLA).

An evaluation by the district's consultant Bonnie Powers, regarding some of the technical processes were completed which included recommendations to use the libraries resources more effectively.

An on-line survey will be provided to each library's board members to address adequate input as to what they believe are the top community needs and service priorities for the libraries.

- A copy of the planning process developed through the Tourism Visitors Bureau was received. Some of the items included are: Enhancement of Funding for Public and Private Infrastructure Development, Restoration of Funding of Loan Programs, Enhancement of Partnerships for Regional Economical Performances.
- House of Planning Committee met last week – One of their responsibilities is to develop a strategic plan for the agency that will do the comprehensive plan. They have completed the first step analysis on the first draft. That process will continue to get input from Penn State on research data that they provide.
- May 22nd is Open house for Lindt chocolate outlet in Carlisle which is attached to a distribution center with a visible sign from Interstate 81.

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

Other Business:

Chief Clerk Thomas stated that after the ESAP meeting a couple of the chiefs stepped up and are considering getting a strategic group together to discuss some uses at the Army Heritage Drive facility for our first responders, he will be following up regarding that.

Chief Clerk Thomas – announced the receipt of William Neidigh’s resignation letter from the Recycling & Waste Authority.

Commissioner Hertzler – stated that he is going to propose a Resolution on Monday from his colleagues. The Resolution simply says the State ought to restore its State funding cuts especially in the area with respect to the statewide library card reimbursement to help pay for those folks who use our system that come from outside Cumberland County.

Commissioner Cross announced that the Cumberland County Courthouse will be closed on Memorial Day in recognition of those men & women who have sacrificed for the freedoms of our Country. On our website there is a list of Memorial Day commemorations; which we encourage everyone to attend at least one.

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

Respectfully Submitted,

BarbaraSue Hershey
Administrative Coordinator