

**CUMBERLAND COUNTY COMMISSIONERS'  
BOARD OF COMMISSIONERS' MEETING**

**June 8, 2015 – 2:00 PM  
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:** Elizabeth Bouch, Human Resources; Dana Best, Finance; John Bitner, Vector Control; Justin Smith, GIS; Mark Adams, IMTO; Megan Silverstrim, Communications.

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

**Call to Order:** Chairman Cross called the meeting to order.

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

**Public Comment:** None.

**Approval of Minutes:** Commissioner Hertzler moved to approve the minutes of May 21 and May 26, 2015. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Approval of Personnel Transactions:** Commissioner Hertzler moved to approve the Personnel Transactions from June 4, 2015. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Employee Recognition:** Chairman Cross and Chief Clerk Thomas recognized John Bitner for 35 Years of Service.

**Emergency Solutions Grant Program:** Commissioner Eichelberger moved to approve the revisions to the County's Emergency Solutions Grant Program that was reviewed at the June 4, 2015 Workshop. Commissioner Hertzler seconded the motion and it unanimously carried.

**COLA:** Elizabeth Bouch discussed the Cost of Living Adjustment (COLA) for County Employees. A proposal of 1.75% COLA for non-bargaining employees, retroactive from January 11, 2015. Chief Clerk Thomas explained that the funds were allocated in the 2015 budget to cover the cost of reclassifying salaries throughout the County. The balance remaining will be applied to the cost of living. Chairman Cross moved to approve the cost of living adjustment retroactive back to January 11, 2015. Commissioner Hertzler seconded the motion and it unanimously carried.

**Letter of Support:** Commissioner Hertzler moved to approve the Letter of Support for East Pennsboro Township's Grant Application to the Department of Community & Economic Development's Greenways, Trails and Recreation Program that was reviewed at the June 4, 2015 Workshop. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Resolution No. 2015-13:** Commissioner Eichelberger moved to approve the Resolution 2015-13 Re: Budget Adjustments that were reviewed at the June 4, 2015 Workshop. Commissioner Hertzler seconded the motion and it unanimously carried.

**Contracts/Grants:** Commissioner Hertzler moved to approve the following Contracts and Grants that were reviewed at the June 4, 2015 Workshop. Commissioner Eichelberger seconded the motion and it unanimously carried.

- a. **Bureau of Justice Services Agreements**
  - Pennsylvania Chiefs of Police Association — AFIS Remote Workstation System Maintenance Fee for Period: May 23, 2015 – May 22, 2015
  - Porter Lee Corporation — Annual Software Maintenance and Support for the Crime Fighter Beast Barcode System — Crime Lab
- b. **Claremont Nursing and Rehab Center Agreements**
  - Susquehanna Door Service, Inc. — Automated Door System Maintenance
  - On-Line Publishers, Inc. — (Addendum) — Senior Expo Exhibit Booth
  - On-Line Publishers, Inc. — Advertising (Resource Directory)
  - Cumberland Crossing — A Diakon Lutheran Senior Living Community
- c. **Drug & Alcohol Grant**
  - Submission of Grant Application to PA Commission on Crime and Delinquency (PCCD) and the Department of Human Services, Office of Mental Health and Substance Abuse Services (OMHSAS) for Cumberland County Opiate Overdose Prevention Program
- d. **Facilities Management Agreements**
  - Enviro Pro LLC — Environmental Disposal of Garage Waste
  - Keystone Investment Partners, LP — (First Addendum) — DJ Silcox's Office
- e. **Human Resources Agreement**
  - Marcello's — Catering for Employee Picnic 2015
- f. **IMTO Agreement**
  - CenturyLink — Change of Responsibility & Release Agreement Form
- g. **Juvenile Probation Agreement**
  - Bruce Kelly, Licensed Psychologist — Psychological Assessment & Consultation Services
- h. **MH/IDD Agreement**
  - *FY 2014-2015 Intellectual and Developmental Disabilities*
    - Skills of Central PA, Inc. — (Addendum)
- i. **Planning Agreements**
  - South Middleton Township — Land Partnerships Grant
  - New Cumberland Olde Towne Foundation — Land Partnerships Grant
  - Shippensburg Township — Land Partnerships Grant
  - Carlisle Borough — Land Partnerships Grant

**Act 13 Funding for Land Partnership Grant and Electronics Collection & Recycling Event:**

- a. Act 13 Funding for Land Partnership Grant. Commissioner Hertzler moved to approve the \$100,000 allocated to the Land Partnership Grants. Commissioner Eichelberger seconded the motion and it unanimously carried.
- b. Act 13 Funding for Electronics Collection & Recycling Services. Commissioner Eichelberger moved to approve the \$17,452 allocated to Recycling Collections. Commissioner Hertzler seconded the motion and it unanimously carried.
- c. Advertising for Request for Proposals for Electronics Collection & Recycling Services. Commissioner Hertzler moved to approve advertising with a request for additional sites during a one day collection event. Commissioner Eichelberger seconded the motion and it unanimously carried.

**CNRC - Durable medical Equipment Policy:** Chairman Cross moved to approve the Durable Medical Equipment (DME Policy) for CNRC that was reviewed at the June 4, 2015 Workshop. Commissioner Hertzler seconded the motion and it unanimously carried.

**Capital Project Requests:** Reviewed at the June 4, 2015 Workshop

- a. GIS Department — Pictometry 2016 — \$269,009  
Commissioner Eichelberger moved to approve the Pictometry 2016. Commissioner Cross seconded the motion. Commissioner Hertzler has concerns regarding funding at the State level for this service. Commissioner Hertzler requested a motion to table the capital request. There was no second to table the motion. Mark stated this is just a request to approve the Capital Request and this will allow time to review a proposal with Perry County before the final approval before the Board for the service contract. Discussion ensued regarding the timeline of the current costs and requested that staff reach out to Perry County and other agencies to partner with the service costs. Commissioner Hertzler asked if there are other companies that have the same service. Justin explained there is only one other company and that is Eagleview. The motion carried.
- b. Sheriff's Department — Telosoft Scanning and Barcode Modules for CountySuite Software — \$41,900  
Commissioner Hertzler moved to approve the Telosoft Scanning and Barcode Module. Commissioner Eichelberger seconded the motion and it unanimously carried.
- c. IMTO — Unified Case Management System — Public Defender Module — \$19,379.00.  
Commissioner Hertzler moved to approve the Unified Case Management System. Commissioner Eichelberger seconded the motion and it unanimously carried.

**2015/2016 Fiscal Budget:** Commissioner Hertzler moved to approve the adoption of the 2015/2016 Fiscal Budget that was reviewed at the June 4, 2015 Workshop. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Appointment to the LEPC Committee:** Commissioner Hertzler moved to approve the appointment of Mr. Robert Swank, Jr. to the Cumberland County Local Emergency Planning Committee to fill a vacated seat with a term expiring December 31, 2017 that was reviewed at the June 4, 2015 Workshop. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Reappointment to the C&Y Citizens Advisory Committee:** Chairman Cross moved to approve the reappointment of Lynn Everhart and Winston Cleland to the Children & Youth Citizens Advisory Committee with a term expiring June 30, 2018 that was reviewed at the June 4, 2015 Workshop. Commissioner Hertzler seconded the motion and it unanimously carried.

**Reappointment to the Housing Authority:** Commissioner Hertzler discussed the reappointment of Mr. Lou Martin to the Housing Authority with a term retroactive to May 26, 2015 and will expire on May 25, 2020. Commissioner Eichelberger seconded the motion and it Unanimously carried.

**General Disbursements Transfer Authorizations:** Commissioner Hertzler moved to approve The following General Disbursements Transfer Authorizations. Commissioner Eichelberger seconded the motion and it unanimously carried.

- a. 05/26/15       \$    32,198.39
- b. 05/29/15       \$     1,115.91
- c. 05/29/15       \$ 2,920,647.17
- d. 06/03/15       \$    22,181.15

e.	06/05/15	\$	49,233.62
f.	06/05/15	\$	2,007,270.44
g.	06/05/15	\$	110,488.24
h.	06/05/15	\$	30,527.00

**Executive Session:** Chairman Cross reported on an Executive Session that was held on June 4, 2015 @ 10:55 a.m. Re: Personnel Issues.

**Acknowledge Receipt of Monthly Reports:** Chairman Cross moved to approve the monthly reports of May for the Prothonotary; Clerk of Court; Register of Wills; Veterans Affairs and Recorder of Deeds.

**Other Business:** None

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

Respectfully Submitted,

Jennifer Crum  
Administrative Coordinator