

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**JULY 16, 2015 – 9:00 AM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA**

Board Members Present: Commissioners Jim Hertzler and Gary Eichelberger.

Absent: Commissioner Barbara Cross

Quorum: Yes

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

Others Present: Kate Molinaro, Dawn Vioral, Cumberland County Housing & Redevelopment Authority; Debra Figueroa, Carlisle Borough; Robert Shively, Public Safety; Lynne Grew, Controller's Office; Ron Snow, Finance; Jack Carroll, Ryan Simon, Drug & Alcohol; Lisa Reider, Children & Youth Services; Charles Hall, Coroner; Roxanne Lehman, Solicitor's Office; Kirk Stoner, Planning; Silvia Herman, Mental Health/Intellectual & Developmental Disabilities; Michelle Sibert, Victim Services; Elizabeth Bouch, Mick Burkett, Holly Sherman, Human Resources; Melissa Mixell, Tax Claims; Earl Reitz, Cumberland County Prison; John Belko, Claremont Nursing & Rehabilitation Center; Mark Adams, Ryan Ilgenfritz, Information Management Technology Office; and Steve Marroni, The Patriot News.

Call to Order: Chief Clerk Thomas called the meeting to order.

Public Comment: None

Request for Letter of Support for Silver Spring Township Grant Application to the Department of Community and Economic Development's Greenways, Trails and Recreation Program for Stabilization of the Huston Mill in Willow Mill Park: Commissioner Hertzler moved to send a letter of support for Silver Spring Township Grant Application to the Department of Community and Economic Development's Greenways, Trails and Recreation Program for stabilization and restoration of the Huston Mill in Willow Mill Park (see attached). Commissioner Eichelberger seconded the motion and it unanimously carried.

Request for Letter of Support for the Borough of Carlisle for the "B Street Project": Debra Figueroa discussed the letter of support for the "B Street Project" to consider Carlisle for Multimodal Transportation Funds, which will enable the community's redevelopment plans to move forward (see attached). It is a \$1.8 million request for \$700,000 local match. Action will be taken at the Board of Commissioners' Meeting on July 20, 2015.

Request for a Letter of Support for Hampden Township for Grant Funding: Mr. Stoner discussed the letter of support for Hampden Township's grant application for funding of \$500,000 through the Multimodal Transportation Fund Program for improvements along the Carlisle Pike between the PA 581 Overpass and Sporting Hill Road (see attached). Action will be taken at the Board of Commissioners' Meeting on July 20, 2015.

Discussion of Resolution Authorizing Submission of the 2015 Emergency Solutions Grant

Application: Ms. Molinaro requested the Resolution be adopted authorizing the submission of the 2015 Emergency Solutions Grant application that was discussed at the today's Public Hearing in the amount of \$703,902 (see attached). Action will be taken at the Board of Commissioners' Meeting on July 20, 2015.

Contracts/Grants: The following Contracts/Grants were reviewed for action to be taken at the Board of Commissioners' Meeting on July 20, 2015.

- a. **Children and Youth Services Agreements** — Lisa Reider discussed the following 19 agreements. Five are for FY 15/16 and the remainder 14 are amendments to extend the FY 14/15 per diems into the FY 15/16 years until the Budget section passes the State's contracting process.
 - Richard M. Dracha, ACSW, LSW, Agape Associates
 - YWCA
 - Justice Works Youth Care, Corporation
 - Adelphoi Village, Inc. — (Ongoing)
 - Alternative Rehabilitation Communities, Inc. — (Ongoing)
 - The Bair Foundation of Pennsylvania, Inc. — (Ongoing)
 - Andrew C. Som d/b/a Central PA Family Support Services
 - Drug and Alcohol Rehabilitation Services, Inc. — (Ongoing)
 - Cornell Abraxas Group, Inc. — (Ongoing)
 - Family Care for Children & Youth, Inc. — (Ongoing)
 - George Junior Republic in Pennsylvania — (Ongoing)
 - Children's Home of York, Inc. — (Ongoing)
 - National Mentor Healthcare, LLC d/b/a/, PA Mentor — (Ongoing)
 - VisionQuest National, LTD — (Ongoing)
 - Edison Court — (Ongoing)
 - Youth Services Agency — (Ongoing)
 - Common Sense Adoption Services, Inc. — (Ongoing)
 - Pressley Ridge — (Ongoing)
 - Language Services Corporation, Inc. – InterpreTalk
- b. **Claremont Nursing and Rehab Center Agreements** — John Belko discussed the following agreements:
 - Alert Pharmacy Services, Inc. — (Addendum) – *advertising for Transition's Open House at Claremont.*
 - Michael Gawlas, D.O. – *new contract to provide consistency with other contracts.*
- c. **District Attorney/Victim Witness Grant Application** — Michelle Sibert discussed the following:
 - Acceptance of Subgrant Award from the Pennsylvania Commission on Crime and Delinquency for Victims of Juvenile Offenders – VOJO Grant.
- d. **Drug & Alcohol Agreements** — Jack Carroll discussed the following additional provider contracts for the new FY 15/16:
 - 2015-2016 Inpatient Agreement
 - a. Bowling Green Inn, Brandywine –*two rates are increasing by 5% per diem and the other three rates are flat funded, but no effect on General Fund.*
 - 2015-2016 Prevention Agreement
 - a. Perry Human Services – *contract will be flat funded - \$106,190.*
 - Clear Brook, Inc. – *rehab rate is increasing by 4%; hospital detox by 5%.*

- e. **MH/IDD Agreement** — Silvia Herman discussed the following agreement:
 - FY 2014-2015 Early Intervention Agreement
 - Jennifer Snyder, MPT — (Addendum) - *\$2,000 increase over contract amount; \$18,225 for physical therapy services – the amount was rebudgeted from the State and they have received the funds.*
- f. **Planning Agreement** — Kirk Stoner reviewed the following agreement:
 - East Pennsboro Township — *Land Partnership Grants - \$13,325 grant for baseball fields at Adams Ricci Park.*
- g. **Prison Agreement** — Earl Reitz reviewed the following agreement:
 - PrimeCare Medical, Inc. – *to access inmate electronic medical records files.*
- h. **Public Safety Agreements** — Bob Shively discussed the following agreements:
 - 2015 State Homeland Security Grant Program Agreement – *signature pages.*
 - Annual Hazardous Material Emergency Response Preparedness Report – *annual report to review hazardous materials program required by the State.*

Chief Clerk Thomas discussed the following agreements and stated that they are the two documents that need to be executed in order to pursue research re: underpayment in 9-1-1 fees that have not been collected:

 - Phone Recovery Services LLC
 - Dilworth Paxson LLC Engagement Letter

There was discussion if the 40% contingency fee for Phone Recovery Services was excessive and if there are other options that need to be looked at. It was suggested the plan should be delayed a month after discussion and additional information obtained.
- i. **Tax Assessment/Tax Claim Bureau Agreement** — Melissa Mixell discussed the following agreement:
 - Lee Enterprises, Inc. d/b/a The Sentinel — Advertising Agreement - *\$9,851 for annual upset tax ad. The amount is \$1,800 less than the previous contract and all advertising fees will be recouped through tax sale costs on the accounts.*

Discussion of Resolution No. 2015-18 Re: Budget Adjustments: Ron Snow discussed Resolution No. 2015-18 Re: Budget Adjustments for action to be taken at the Board of Commissioners' Meeting on July 20, 2015 (see attached).

Discussion of Resolution No. 2015-19 Re: Intermunicipal Resolution Supporting MS4 Requirements: Mr. Stoner discussed Resolution No. 2015-19 Re: Intermunicipal Resolution supporting MS4 Requirements (see attached). Action will be taken at the Board of Commissioners' Meeting on July 20, 2015.

Discussion of Capital Project Requests: Mr. Shively discussed the following Capital Project Requests for the Department of Public Safety. Action will be taken at the Board of Commissioners' Meeting on July 20, 2015 (see attached).

- a. Requesting Prison Tower Structural Modification — Total Project Cost \$44,819.00
- b. ESTA Drill Tower Exterior Sheeting — Total Project Cost \$15,892.32

Discussion of Garage Liability/Garage Keepers Insurance Policy: Mr. Burkett discussed the Garage Liability/Garage Keepers Insurance Policy. The policy would cover non-county vehicles with RabbitTransit at a cost of \$2,979 a year (see attached). Action will be taken at the Board of Commissioners' Meeting on July 20, 2015.

Discussion of County Owned Parking Assignment Policy: Ms. Sherman discussed the County Owned Parking Assignment Policy (see attached). She stated that there is a revision to the current policy regarding the parking lots behind the Old Prison and under the Human Services Building. The spaces for County employees are now assigned to the departments and it falls to them to assign the spaces to their employees. The other change is that instead of Human Resources being responsible for parking discrepancies, Facilities Management will be the contact. Action will be taken at the Board of Commissioners' Meeting on July 20, 2015.

Local Advocacy for County Human Services Budget Priorities: Ms. Hoverter stated that there was a cut to the Children & Youth Services line item in the State Budget that Governor Wolf vetoed. She discussed the Act 148 dollars that are left over at the end of the Fiscal Year and at some point the funding pot will be rebalanced, but this is not the year to do that. She stated that Children & Youth are facing huge increases and looking at January through June of this year, they are almost 40% over the same time period as last year. It was discussed that Ms. Hoverter will draft a letter to the Legislatures with a copy to the County Commissioners Association of Pennsylvania (CCAP) to bring to their attention how the cost of the new legislation was terribly under estimated. Action will be taken at the Board of Commissioners' Meeting on July 20, 2015.

Report of Bid Opening for the Bernheisel Bridge Superstructure Replacement Project:

Mr. Stoner reported that on July 15, 2015, there was a bid opening for the Bernheisel Bridge Superstructure Replacement Project. Four bids were received with Lobar Site Development Corporation, Dillsburg being the low bidder with a bid of \$1,352,734.49. HRG has reviewed the bids and recommend awarding the bid to Lobar. The project would start in October, 2015 to be completed by January, 2016. Action will be taken at the Board of Commissioners' Meeting on July 20, 2015.

Discussion of Proposed Historic Mitigation Plan for Wolf Bridge: Mr. Stoner discussed the proposed Historic Mitigation Plan for Wolf Bridge, Middlesex Township (see attached). The Feasibility Study was done and he was told that they can't rehab the bridge, so replacement is in order. A Historic Mitigation Plan must be made to move Bridge No. C-16, Hertzler Bridge, from the Replacement category to the Preservation category in the 2016 update of the Cumberland County Bridge Capital Improvement Program. Cumberland County will develop a preservation program consistent with Bridge No. C-16 Hertzler Bridge within seven years of the Wolf Bridge demolition. Action will be taken at the Board of Commissioners' Meeting on July 20, 2015.

Commissioners' Liaison Reports

Commissioner Hertzler

- **Transportation:** Attended Legislative Session on July 7, 2015 with Harrisburg City Council.
 - Deputy Secretary Toby Fauver did a presentation on the subject of Transit System Regionalization.
 - Savings could be as much as \$2.4 million dollars through the single transit authority model, eliminating costly administrative overhead that could be a win-win for everyone.
 - He is personally inviting Harrisburg Mayor Papenfuse and all the Harrisburg City Council members to the Transportation session at Fort Hunter on July 22, 2015 to discuss the topic of Transit System Regionalization.
- **Ag Land Preservation Board:**
 - The Board met on July 8, 2015.
 - After significant discussion and report from staff, the board approved the subdivision of the 137 acre preserved farm owned by Mr. Wilbur Wolfe in Dickinson Township.
 - \$130,000 in federal funds reimbursement was received for a farm easement.

- **Affordable Housing Trust Fund (AHTF) Board:**
 - Board met on July 14, 2015.
 - Through July 6, 2015, 21 families were assisted with the Down Payment Closing Costs Assistance Program for first time homebuyers.
 - Since the inception of the program in 1998, a total of 601 families have been helped with the purchase of their first home.
 - The program has provided over \$2 million in down payment and closing costs assistance to help young families starting out to acquire home ownership.

Commissioner Eichelberger

- **Library System Board:**
 - The next input session meeting will be held on July 22, 2015.
 - On July 10, 2015, he attended the groundbreaking ceremony for the new addition at Shippensburg Library.
- **MH/IDD:** The Advisory Board will meet today at noon.
- **Planning:**
 - There was active discussion about the future of the participation of Tri-County Regional Planning Commission.
 - Kirk Stoner added that they had two meetings over the past two weeks with FEMA to look at flood issues in Mt. Holly Springs, Shippensburg Borough and Shippensburg Township.
 - They are considering redoing the flood studies with both of those communities.
- **Workforce Investment Board (WIB):**
 - Economic Development Corporation (EDC) is working on establishing a working relationship with WIB.
 - WIB Director, Kevin Perkey, will be speaking at the meeting next week to talk about opportunities to work together on workforce issues.
 - Economic Development Corporation (EDC) has recommended the reappointment of three individuals to be approved at the Board of Commissioners Meeting on July 20, 2015: Kenn Tuckey, Jeff Boswell (members since 2002) and Matt Latcavage (member since 2013).

Request for Executive Session: Deputy Chief Clerk Moyle stated that there was a request for an Executive Session Re: Personnel Issues.

Other Business: Deputy Chief Clerk Moyle discussed the 9-1-1 Resolution Re: Authorizing Receipt of 9-1-1 Subscriber and Consumer Fees for Local Use. It requires publication notice at least once in the newspaper of general circulation in the County not more than 60 days or less than seven days prior to the passage. It will take effect August 1, 2015 and the first payments will be anticipated this Fall. Solicitor Brenneman will review the Resolution and it will be put on the July 30, 2015 Workshop for approval.

ADJOURN. There being no further business, the meeting was adjourned.

Respectfully Submitted,

Ruth Ann Ciecierski
Administrative Assistant