

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**September 24, 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; Barbara Sue Hershey, Recording Secretary; Keith Brenneman, Solicitor.

Departments: Elizabeth Bouch, Human Resources; Dana Best, Finance; Mark Adams, IMTO; Beth Chornak, ERP; Bob Dagrosa, Bill Fulton and Mike Clapsadl, Controllers; Annie Strite, Linda McCulloch, MH/IDD; Lynette McCulloch, Claremont Nursing and Rehabilitation Center; Ryan Simon, Drug & Alcohol; Wendy Sheaffer, Aging and Community Services; Bob Shively, John Quirk, Brian Hamilton, David Vogel song, Claudia Garner, Public Safety; Carl Goshorn, Conservation; Kelly Hogarth, DA; Michelle Sibert, Victim Services; Justin Smith, GIS; Matt Stoner, Coroner's Office; Anita Brewster, CASA; Dave Buell and Gina Lebo, Prothonotary; Justin Miller, Recycling and Waste; Raymond Soto, CNRC; John Lopp, Facilities; Earl Reitz and Jeff Ilgenfritz, Prison.

Outside Agencies: Kate Molinaro, Housing and Redevelopment Authority

Media: Joshua Vaughn, The Sentinel; Rachel Bunn, 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: The Commissioners and Bob Shively recognized David Vogel song for his 35 Years of Service which he began in the Department of Public Safety.

Employee Recognition: The Commissioners and Dave Buell recognized Regina Lebo for her 25 Years of Service which she began in the Prothonotary Office.

Press Release Re: Mental Illness Awareness Week: Annie Strite reviewed the Press Release regarding Mental Illness Week and two of the events:

- **Sunday, October 4th, 2015**, the third annual Candle Light Vigil will be held at the square in New Bloomfield, Perry County. The evening will kick off with our musical guest "By The Way" band, followed by guest speakers Brendan Bayer, and Craig Williamson who will be sharing their personal stories of hope and recovery. Resources will also be made available for local service providers. Music will begin approximately 5:30 PM, and the speakers will begin approximately 6:00 PM. The Candle Light Vigil will be held immediately following the speakers at dusk.
- **Tuesday, October 6th, 2015**, we are honored to host former United States Marine and author Michael Liguori. Mike is an American author, former United States Marine and veteran of the Iraq War. Liguori has written on a variety of subjects including veterans and mental health.

Contracts/Grants: — (Sandy Moyle)

- a. **Aging & Community Services Agreements** — Wendy Sheaffer
 - East Pennsboro Township —Senior Center – Grant - \$45,000 (15/16 year)
 - Movement Arts — Exercise Instructor – *No change Provides classes at Enola, West Shore & Mechanicsburg Centers*
- b. **Claremont Nursing and Rehab Center Grant Application** — Lynette McCulloch – *Grant \$9,300.00 No Match for the Dementia Unit for 53 Digital Photo Frames*
 - Submission of Grant Application to Department of Human Services — “The Story of Me” Project — 2 Year Agreement/Program — Application Due 9/30/15
- c. **Conservation District Agreements** — Carl Goshorn
 - Memorandum of Understanding (MOU)
 - Team Ag, Inc. — Conservation Plan Written for Farmers — *Provider’s Fee \$13,832.00 (2 funding sources; 75% Marcellus Shale and 25% Chesapeake Bay Program)*
- d. **Controller’s Office Agreement** — Bob Dagrosa - \$12,000.00 2 year contract
 - Hay Group — Actuarial Consulting Services
- e. **Coroner’s Agreement** — Matt Stoner – *No Change*
 - Wayne Ross — Forensic Services
- f. **CASA/Court Administrator’s Office Agreement** — Anita Brewster – *No Cost*
 - Dickson College — Federal Work-Study Program
- g. **District Attorney’s Grant Application** — Kelly Hogarth – *Match 100% Reimbursable*
 - Submission of the Sobriety Checkpoint and DUI — Underage Drinking Enforcement Program Grant to the PA Department of Transportation — Grant Amount \$49,410.00
- h. **Victim Witness Grant** — Michelle Sibert – 2 year Grant (15/16) \$31,000.00
 - Project Modification Request for the Rights and Services Act (RSA) grant
- i. **Drug & Alcohol Agreements** — Ryan Simon
 - Diakon Lutheran Social Ministries — 2015/2016 Outpatient Agreement — (Addendum #1) – *Reorganization Name Change*
 - Twin Lakes — 2015/2016 Inpatient Agreement — New – *Detox Beds \$211.00/day, Rehab Bed \$175.00/day*
- j. **ERP Department Agreement** — Beth Chornak – *4% increase to \$29,296.00 maintenance contract for the Prison, Nursing Home and Public Safety*
 - Kronos — (Addendum)
- k. **Facilities Management Agreement** — John Lopp - \$100,000.00 over the next 3 years for Prison, Nursing Home, Public Safety and New Courthouse
 - Direct Energy Business – Revenue Contract — New
- l. **GIS Agreement** — Justin Smith – *10% discount from initial June contract; \$243,000.00*
 - Pictometry — (Addendum) — 2016 Renewal
- m. **Human Resources Agreements:** Elizabeth Bouch - \$400.00/month not to exceed \$4,800.00/year
 - Hyrell Online Hiring Systems — License Agreement
- n. **MH/IDD Agreements** — Linda McCulloch
 - **FY 2015-2016 Early Intervention**
 - International Corporate Training & Marketing LLC — (Addendum) — To Increase Contract Total and Increase the Following Base

- Funded Early Intervention Services — Language Interpretation - \$10,000.00 increase. *Need for Arabic Translation*
 - Nicole Custer, OTR/L — (New) — Early Intervention Services — Therapy Services — *No Cost Renewal*
 - Nicole Custer, OTR/L — (New) — Early Intervention Services — Occupational Therapy Services - \$37,670.00 *Renewal*
- o. **Prison Agreements** — Earl Reitz
 - Abel Fence — New — Preventative Maintenance/Inspections for all Gate Operators – *Renewal - Increase of \$85.00; \$2,025.00 per year for vehicle gates*
 - Terminate Contract with Carlisle Regional Medical Center
- p. **Public Safety Agreements**
 - Archonix/Securus Technologies, Inc. — Upgrade to XCAD — Brian Hamilton - \$38,000.00 *annual maintenance*
 - Comcast — (New) — XCAD Internet Connection — Initial \$99 Install Fee, \$148 Monthly for 2 years. This is Required Connection for our CAD Upgrade that is Being Installed
- q. **Recycling & Waste Authority Grant and Contract** — Justin Miller
 - Submission of Household Hazardous Waste Collection Program Grant to Pennsylvania Department of Environmental Protection (DEP) – Signatures needed on this.
 - Vintage Tech Recyclers — Service Agreement for Collection Events – *No Cost, Commitment to do three collection events*

Approval of Ordinance 2015-3: Justin Miller stated that the County Municipal Waste and Recycling Transporters Ordinance has been advertised and is ready for adoption at the Board of Commissioners meeting on Monday, September 28, 2015.

Discussion of Three Capital Project Requests:

- Facilities Management — John Lopp
 - Replacement of the Current 1995 Chevy K2500 Model Plow Truck and Repair of the Current 1995 Ford F250 Plow Truck — *Total Project Cost of \$80,000.00 for 2 new trucks*
- Conservation District — Carl Goshorn – *No county funding is needed, paid for out of Conservation Districts fees, permits and Chesapeake Bay funding.*
 - New Vehicle Purchase — No General Fund Monies will be Used for the Purchase — Total Project Cost of \$24,000.00
- Prison — Earl Reitz – *Purchase to be made out of the canteen fund*
 - Purchase of 32 Portable Radios, Base Stations and Accessories — Total Project Cost of \$55,335.64 — (Due Date: 9/24/15) ***Action Requested**

Commissioner Cross moved to approve the purchase of 32 Portable Radios, Base Stations and Accessories. Commissioner Eichelberger seconded the motion and it unanimously carried.

Discussion of Strategic Consulting Partners Proposal for Voluntary Separation Plan (VSP)

Focus Group – Elizabeth Bouch/Dana Best/Chief Clerk Thomas/ Bob Dagrosa: Chief Clerk Thomas started the discussion regarding a Voluntary Separation Program (VSP) which is meant to reduce costs by providing an incentive to employees who are at the high end of their pay scale. The focus group is working to identify the proper incentive, in doing so they want to be careful not to offer the same program that was finalized earlier this year and increase the amount.

Chief Clerk Thomas stated that it could be worthwhile to hire a third-party company to conduct the focus group since employees would be more open with their suggestions to an outside entity. Commissioner Cross directed the question to Elizabeth Bouch, Director of Human Resources; “Is there no one in-house that can conduct this study? Do we need to hire a third-party to ask our employees their thoughts?” Elizabeth Bouch responded that she believes employees will be inhibited to be 100% honest with a County employee asking the questions.

Commissioner Eichelberger stated that he believes a third-party is a valuable tool; however, he believes that this can be done in house.

Commissioner Hertzler stated that when the board approved the Early Separation Agreement there was a certain savings that was estimated to be achieved. Commissioner Hertzler asked; did we achieve the savings that we were guaranteed we were going to achieve with the Early Separation Agreement which was to be a one-time offer. If so, what were the savings?

Commissioner Hertzler stated he is not prepared to hire another consultant to do what other people can do in house.

The board is expected to take action on this at the Monday, September 28th Board of Commissioners meeting.

Commissioners’ Liaison Reports

Commissioner Cross:

- **Annual School Board Meeting** – Will take place today at Central Penn College.
- **Town Hall Meeting** - Attended on Tuesday evening where the Drug & Alcohol division did a wonderful job.
- **Conservation District** – There are seven storm water vessels that have been installed by the County maintenance staff around Allen Road. There is a guided tour available. DEP Press Release – Funding to improve local water quality by reducing storm water run-off. Money for these grants are provided by EPA and there is 2.3million dollars available. Grants are due no later than October 9, 2015.
- **CCAP Veterans Affairs** - met last Friday; the topic referred to veterans’ assistance and services.

Commissioner Hertzler:

- **Aging Advisory** – Met last Friday gave a presentation on Transitions on post-op, which was well received regarding the new state of the art facility at Claremont Nursing Home.
- **Tri-County Regional Planning Commission** – Plans to attend today’s Executive meeting at 1:00 today.
- **Mt. Holly Springs Town Hall Meeting** - Attended the final town hall meeting on Sunday regarding their revitalization plan dealing with traffic. Discussion of rain gardens due to trucks. Had a large turn out from the community.
- **200th Celebration of the Founding of Wormleysburg** - Commissioners Hertzler and Eichelberger attended the event and presented them with a certificate.
- **West Fairview Bi-Centennial** – Parade to be held on October 8th.

Commissioner Eichelberger:

- **Planning Commission** – Commissioner Eichelberger stated the biggest point of discussion is regarding the Tri-County Regional Planning Commission.
- **Economic Development Corporation** – Setting dates for the Public Outreach meetings: the first date is not available, the second date is October 22nd, and the third meeting is November 2nd.

- **MH/IDD** – Meeting last week regarding the State Budget concerns and Mental Health Week.
- **Library** – The meeting was cancelled.
- **Recycling & Waste Authority** – Meeting was cancelled; however Justin Miller reported at today's meeting.
- **American Craft Week** – Coming up October 2nd -11th.
- **Car Show** – Final car show is September 30th – October 4th.
- **Housing Redevelopment Authority** – Attended as an alternate last Friday, Ben Laudermilch gave a report regarding his meeting with Tri-County Housing Corporation on the tax payer project

Request for Executive Session: Chief Clerk Thomas stated that there was a request for an Executive Session regarding Personnel Issues.

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

Respectfully Submitted,

BarbaraSue Hershey
Administrative Coordinator