

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**February 11, 2016 – 9:00 AM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA**

Board of Commissioners Present: Commissioner Vince DiFilippo, Jim Hertzler and Gary Eichelberger.

Quorum: Yes

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

Departments: Liz Bouch, Mick Burkett, Holly Sherman, Human Resources; Dana Best, Finance; Bob Dagrosa, Controllers; Jeff Miller, Coroner; Wendy Sheaffer, Aging and Community Services; Penny Brown, Bureau of Elections; Lisa Reider, Children and Youth; Eric Radnovich, District Attorney's Office; Sue Carbaugh, MH/IDD; Justin Smith, GIS; Justin Miller, Recycling & Waste; John Bitner, Vector Control.

Conference Call: Kirk Stoner, Planning and Justin Miller, Recycling & Waste

Media: Jake Austin, The Sentinel

Call to Order: Chief Clerk Thomas called the meeting to order and led the Pledge of Allegiance to the Flag.

Public Comment: None

Press Release: Jeff Miller discussed the Press Release Re: Cumberland County Coroner and Deputies completing the National Training Program. In October 2015 Deputy Coroner Jeff Miller, Deputy Coroner Matt Stoner & Coroner Charles Hall attended a week long class at St. Louis University and completed an exam to be National Certified Medicolegal Death Investigators. They are planning to have the final two deputy's trained in 2016.

CNRC Property/Liability Renewal: Mick Burkett reviewed the CNRC Property and Liability Renewal. There is currently a 3% to 5% increase throughout the market, but CNCR's current carrier has stated there would be a zero percent increase to them if they continue with the current carrier and not shop the market.

Bridge Easement: Kirk Stoner reviewed the Temporary Easement for Construction Re: Bridge Y-15 in South Middleton Township. Rehabilitation of Ege Bridge behind the Boiling Springs Pool. Are in need of small temporary easement with the South Middletown Township and a private property owner. Commission Hertzler questioned if there is an issue with the private property owner to sign easement. Kirk indicated that have meet with property owner and he has no issues. A deal was made with said owner to compensate him \$500.00 for access on his land. Easement will run for the duration of project starting later this year through the fall. Property land owner doesn't use property and this will allow access to the stream for Yellow Breeches Water Trail. Solicitor Brenneman has reviewed documents.

Contracts/Grants: — (Sandy Moyle)

- a. **Aging & Community Services Agreements — (Wendy Sheaffer)**
- Perry County Area Agency on Aging — Pass Through Funding — LINK Activities — Terms of Contract: — July 1, 2015 to June 30, 2016 — Amount of Contract: — \$3,960
 - Mifflin-Juniata Area Agency on Aging — Pass Through Funding — LINK Activities — Terms of Contract: — July 1, 2015 to June 30, 2016 — Amount of Contract: — \$18,750
 - York County Area Agency on Aging — Pass Through Funding — LINK Activities — Terms of Contract: — July 1, 2015 to June 30, 2016 — Amount of Contract: — \$5,720
 - Franklin County Area Agency on Aging — Pass Through Funding — LINK Activities — Terms of Contract: — July 1, 2015 to June 30, 2016 — Amount of Contract: — \$18,750
 - Dauphin County Area Agency on Aging — Pass Through Funding — LINK Activities — Terms of Contract: — July 1, 2015 to June 30, 2016 — Amount of Contract: — \$660.00
 - Adams County Office on Aging — Pass Through Funding — LINK Activities — Terms of Contract: — July 1, 2015 to June 30, 2016 — Amount of Contract: — \$35,960.00
- Each agreement specified the amount of money that the State was prepared to give each County.
- b. **Bureau of Elections Agreement — (Penny Brown)**
- St. Peter Lutheran Church —Facilities Use — Tuesday, April 26, 2016 and Tuesday, November 8, 2016 from 7:00 a.m. to 8:00 p.m.
- c. **Children and Youth Services Agreements — (Lisa Reider)**
- Hempfield Behavioral Health, Inc. — (Addendum) — Multisystemic Therapy (MST) — Amount of Contract: — \$572.22/per week — (Rate Increase Effective: — 01/01/2016 — Increase Amount: — \$74.64 — 15% Increase from Last Year)
 - Bethany Home, Inc. — Purchase of Service Agreement — Terms of Contract: — July 1, 2015 to June 30, 2016 – Current Rate at Bethany Home, Inc. is \$151.00/day, they are asking for an increase to \$230.00/day. Asked for this last year but were able to hold them off. This facility is for the more difficult children and they currently are housing only one child. Haven't seen any increases since starting the contract in 2011/2012. This is an 80/20 split so the County's share would only be 20% of the per diem.
- d. **Claremont Nursing and Rehab Center Agreements & Grant — (Dana Best)**
- HSE Staff Agency LLC — Contingency Plan for CNRC Staffing
 - Elite Staffing — Contingency Plan for CNRC Staffing for CNA's
 - Submission of Grant Application to PA Department of Human Services — DME Grant — Resident Specific Wheelchair — Grant Amount: — \$5,020.32 — Grant Term:— One Time Purchase — (Effective Date 1/22/16)
- e. **District Attorney's Agreement — (Eric Radnovich)**
- Corrections Development, Inc. — Sole Source — Prosecutor Management Maintenance & Upgrades for DA Software and Data Systems Support — Terms of Contract: — January 1, 2016 to December 31, 2016 — Amount of Contract: — \$8,541.00
- f. **GIS Agreement — (Justin Smith)**
- ESRI — GIS Software Maintenance Consolidated with GIS, Planning, Assessment, Public Safety and Vector Control. Each Department still pays for their software— Amount of Contract: — \$23,450.00

- g. **Human Resources Agreement:** — (Holly Sherman)
- Viverae, Inc. — Second Amendment to Master Services Agreement — Removing a Charge for Coaching II for 2016 from our Monthly Invoice from Viverae. This is a cost savings of \$2.35/per employee per month for an approximate total cost savings of \$15,000.00 for the year.
- h. **MH/IDD Agreements** — (Sue Carbaugh)
- *FY 2015-2016 Intellectual and Developmental Disabilities*
 - Easter Seals Western and Central PA, Inc. — Purchase Professional Services for American Sign Language (ASL) Services — Terms of Contract: — January 15, 2016 to June 30, 2016 – Contract Costs \$2,000.00
 - Medical Assistance Revalidation Application — Required by all Medical Assistance Providers — (Community Mental Health Services) – Mental Health Delegates
 - Medical Assistance Revalidation Application — Required by all Medical Assistance Providers — (Administrative Case Management) – Caseworkers
 - Franklin-Fulton Counties MH/ID/EI Program — Provide Professional Coordination Services Related to the South Central Health Care Quality Unit (HCQU) per State and Federal Regulations — Contract Terms: — July 1, 2015 to June 30, 2016
- i. **Recycling & Waste Agreement & Application for Registration** — (Justin Miller)
- Camp Hill Borough —Yard Waste Processing Equipment Agreement
 - Application for Registration to the Pennsylvania Department of Environmental Protection to hold the 2016 Household Hazardous Waste Event
 - Event to be held on August 20, 2016, at 310 Allen Road, Carlisle
 - We intend to use the PA Dept. of Ag's (PDA) hazardous waste contractor (this makes us eligible for up to \$15,000 in money from PDA for pesticide disposal)
 - We have a health and safety plan in place
 - We will be submitting a grant request for 50% of costs at the conclusion of the event after all costs are known.

There are fixed costs (i.e. mobilization) and variable costs (i.e. paint = \$0.60/lb x # of lbs received) associated with this program. Final program cost is not known until the event concludes and materials dropped off by residents are weighed (on site).

Total projected event cost — \$75,007.45, we would be responsible for \$11,764.78. This would come from the Solid Waste Fund. Our unrestricted fund balance at the end of 2015 was \$717,941.08.

The Authority, in conjunction with the Communications Department, is working on a draft sponsorship package to try to chip away at that \$11,764.78.

- j. **Vector Control Grant Application Agreement** — (John Bitner)
- Department of Environmental Protection West Nile Virus Control Grant Program Agreement — West Nile Mosquito Grant – Grant Term 01/01/2016 – 12/31/2016 – Grant Amount \$73,800.00 – Grant will allow Cumberland County to continue to reduce the threat of the West Nile Virus through mosquito control activities.

Authorize Advertising - CNRC: — (Dana Best)

- Bids to Provide Oxygen Supplies and Respiratory Therapy Services to Claremont Nursing and Rehabilitation Center. Current contract ends in June.

Capital Project Requests — (Eric Radnovich)

- Purchase of a 2016 Vehicle for the Bureau of Justice Services — Total Project Cost: — \$36,379.00
- Purchase of a 2016 Vehicle for DA Criminal Investigation Division — Total Project Cost: — \$36,379.00

Project requests for the purchase of two new vehicles. Each vehicle will require modifications to make them functional. Modification costs will be taken out of General Fund. Dana stated that there is a contingency for the Capital Project requests in the General Fund.

Forensic Investigation Training RFP: Eric Radnovich discussed the Request for Proposals for Education Services to Provide Forensic Investigation Training. After reviewing the two proposals, the recommendation is to move forward with West Virginia University proposal for a total amount of \$24,308.35 to provide the three (3) week training. Training is covered by grant.

Commissioners' Liaison Reports

Commissioner DiFilippo

- Attended first meeting with Cumberland County Children & Youth Advisory Committee. Seeking three (3) people to bring committee up to the minimum of eleven (11) people. Another Supervisor was added to maintain flow but maintaining staff is the biggest concern. Western COG meeting was held on Monday, February 8th. A grant being applied for Big Spring School District Pedestrian Safety Grant for \$750,000.00 will require a third match. Western municipalities got through the blizzard in January and salt piles have been tapped into. Penn State Ag Extension Board will be recommending the appointment of two new members Amanda Rife and Adam Smith to fill 3 year terms (2016-2018) for current vacancies.

Commissioner Hertzler

- Attended first meeting of Cumberland County Conservation District Board on January 26th along with the reorganization meeting. Conservation plans have been developed for fifteen (15) farms. Increasing pressure from the Federal Environmental Protection Agency, there was discussion revolving around the State DEP reboot of the Chesapeake Bay tributary strategies. Meeting regulatory mandates from Washington, DC. Survey is being sent to local farmers and may be cumbersome and technical in nature but necessary. A special meeting with the Conservation District Board was held on February 3rd regarding the source of funds to pay for staff, a decision made by the State Conservation Commission, the County Board voted unanimously to apply for \$47,000 from an allocation of \$500,000 from the river basin to facilitate best management practice projects within the County. On Monday, February 8th, as a member of the Board of County Commissioners Associates of PA, meet with the Governor, staff and legislative leaders on both sides to discuss the County Commissioners legislative priorities for the County.

Commissioner Eichelberger

- Most of meetings are upcoming. Planning Commission meeting next Thursday, February 18th. Outreach meeting rescheduled for next Tuesday, February 16th. Meeting is open to anyone to attend. Deadline to register is tomorrow, February 12, 2016. Tomorrow is the first meeting for Local Elected Officials. The group will be looking at some reorganization due to resignations. Economic Development meets next Tuesday, February 16th. Its membership is made up of the three (3) Commissioners, would be helpful to have a quorum but need at least two (2) Commissioners there. Solid Waste Authority meets Tuesday, February 16th. The movement on electronics recycling is ongoing within the County.

Executive Session Report: Report of Executive Sessions: February 2, 2016 @ 1:30 p.m. and February 10, 2016 @ 2:30 p.m. Re: Personnel Issues.

Executive Session: Request for an Executive Session Re: Personnel Issues

Other Business: None

Adjourn: There being no further Business to come before the Board, the meeting adjourned at 9:47am.