

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

**February 17, 2016 – 1:30 PM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA**

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

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

Departments: Al Whitcomb, Controller; Elizabeth Bouch, Human Resources; Michael Halkias, Public Defender; Terry Barley, Aging & Community Services.

VTC: Kirk Stoner, Planning Commission.

Others Present: Hubert Gilroy, Cumberland County Municipal Authority; Peter T. Edelman, Stevens & Lee; Bronte' Jones, VP for Finance & Administration Dickinson College; Sean Witte, Associate VP for Financial Operations Controller Dickinson College.

Media: Jake Austin, The Sentinel.

Call to Order: Commissioner DiFilippo called the meeting to order and led the Pledge of Allegiance to the Flag.

Roll Call: Commissioner DiFilippo, Hertzler, and Eichelberger were present.

Public Comment: None

Employee Recognition: Commissioner DiFilippo recognized Terry Barley for his 35 Years of Service.

Approval of Minutes: Commissioner Eichelberger moved to approve the minutes of January 28, 2016. Commissioner Hertzler seconded the motion and it unanimously carried.

Approval of Minutes: Commissioner Hertzler moved to approve the minutes of February 1, 2016. Commissioner Eichelberger seconded the motion and it unanimously carried.

Approval of Public Safety Review Team Minutes: Commissioner Eichelberger moved to approve the minutes of January 27, 2016. Commissioner Hertzler seconded the motion and it unanimously carried.

Personnel Transactions: Commissioner Hertzler moved to approve the Personnel Transactions. Commissioner Eichelberger seconded the motion and it unanimously carried.

Acceptance of Renewal from Hanover Group and Travelers Insurance: - *(Reviewed at the February 15, 2016 Workshop)* Commissioner Eichelberger moved to accept the renewal. Commissioner Hertzler seconded the motion and it unanimously carried.

Approval of Temporary Township Easement for Construction Regarding Bridge Y-15 in South Middleton Township: - *(Reviewed at the February 11, 2016 Workshop)* Commissioner Hertzler moved to approve the temporary township easement. Commissioner Eichelberger seconded the motion and it unanimously carried.

Discussion and Approval of Temporary Property Owner Easement for Construction Regarding Bridge Y-15 in South Middleton Township: - *(Reviewed at the February 11, 2016 Workshop)* Same easement as approved above for township, however this is with the adjacent property owner. Commissioner Hertzler asked if this is the easement that said property owner is being paid \$500.00. Kirk Stoner indicated that it is. Commissioner Hertzler moved to approve the temporary property owner easement. Commissioner Eichelberger seconded the motion and it unanimously carried.

Discussion and Approval of Tri-County Regional Planning Commission Letter: Received a letter from Tri-County Regional Planning Commission indicating that the County is responsible for a share of their debt such as copier lease, pension for employees, Solicitor fees, and rent. After an internal review, it is believed that there is no further financial obligation to Tri-County Regional Planning Commission. However, we do believe they owe back to the County 39% of the fund balance that they are holding, which is approximately \$382,000.00, for services never provided. We believe we are entitled to the reimbursement of approximately \$149,000.00. Commissioner Hertzler moved to approve letter to be sent to Tri-County Regional Planning Commission. Commissioner Eichelberger seconded the motion and it unanimously carried.

Discussion and Approval of Resolution 2016-4 for Dickinson College Financing Request: Hubert Gilroy, Solicitor for Cumberland County Municipal Authority approved financing through the Municipal Authority for Dickinson College. This is strictly refinancing with no new projects at the college. Commissioner Hertzler commented that his understanding was there is no liability or obligation to the County regarding this refinancing. Mr. Gilroy noted that all bond purchasers must look to the college and securities provided by the college. There is no pledge of assets or taxing authority by the County Municipal Authority. This is simply being done to receive the tax refinancing through the County. Commissioner Eichelberger noted this is standard procedure with every college project that provides significant savings. Commissioner Hertzler moved to approve the Resolution. Commissioner Eichelberger seconded the motion and it unanimously carried.

Approval of Department of Labor Agreement: Commissioner Eichelberger moved to approve the Department of Labor Agreement. Commissioner Hertzler seconded the motion and it unanimously carried.

Approval of Contracts/Grants a. through j.: — *(Reviewed at the February 11, 2016 Workshop)*

Commissioner Eichelberger moved to approve the Aging Agreements. Commissioner Hertzler seconded the motion and it unanimously carried.

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.

Commissioner Eichelberger moved to approve the Bureau of Elections Agreements. Commissioner Hertzler seconded the motion and it unanimously carried.

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.

Commissioner Eichelberger moved to approve the following Contracts & Grants c. – j. Commissioner Hertzler seconded the motion and it unanimously carried.

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

An Event will be held on August 20, 2016, at 310 Allen Road, Carlisle with the use of the PA Dept. of Ag's (PDA) hazardous waste contractor (this makes the County eligible for up to \$15,000 in money from PDA for pesticide disposal). A grant request will be submitted for 50% of costs. A health and safety plan is in place.

Total projected event cost — \$75,007.45. The County will be responsible for \$11,764.78. This will 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.

Request to Authorize Advertising Bids for CNRC: — (*Reviewed at the February 11, 2016 Workshop*). Commissioner Eichelberger moved to approve Authorization to Advertise for Bids to provide Oxygen Supplies and Respiratory Therapy Services to CNRC. Commissioner Hertzler seconded the motion and it unanimously carried.

Approval of Capital Project Requests: — (*Reviewed at the February 11, 2016 Workshop*) Commissioner Eichelberger moved to approve the Request to Purchase a 2016 Vehicle for Bureau of Justice Services and a 2016 Vehicle for the DA Criminal Investigation Division. Commissioner Hertzler seconded the motion and it unanimously carried.

Approval to Award Educational Services to Provide Forensic Investigation Training: - *(Reviewed at the February 11, 2016 Workshop)* Commissioner Eichelberger moved to approve educational services to provide Forensic Investigation Training to West Virginia University for a total amount of \$24,308.35. Commissioner Hertzler seconded the motion and it unanimously carried.

Approval of Appointments to Ag Extension Board: - *(Reviewed at the February 11, 2016 Workshop)* Commissioner Eichelberger moved to approve Mr. Adam Smith and Ms. Amanda Rife to serve on the Ag Extension Board for a three (3) year term, commencing January 1, 2016 and expiring December 31, 2018. Commissioner Hertzler seconded the motion and it unanimously carried.

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

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| a. | 02/05/16 | \$ | 290.63 |
| b. | 02/05/16 | \$ | 3,795,416.36 |
| c. | 02/10/16 | \$ | 27,178.28 |
| d. | 02/12/16 | \$ | 39,180.02 |
| e. | 02/12/16 | \$ | 1,976,417.48 |

Report of Executive Session: Commissioner DiFilippo reported there was an Executive Session held on February 11, 2016 @ 9:50 a.m. and February 17, 2016 @ 11:15 a.m. Re: Personnel Issues.

Acceptance of Monthly Reports: Commissioner DiFilippo accepted the monthly reports from the Coroner - Month of December 2015; Recorder of Deeds, Register of Wills, Clerk of Courts, Veterans Affairs and Change of Assessments - Month of January 2016.

Executive Session Request: Commissioner DiFilippo requested an Executive Session Re: Personnel Issues.

Other Business: None

ADJOURN: There being no further business to come before the Board, Commissioner Hertzler made a motion to adjourn.

Respectfully Submitted,

Ronda Wickard
Administrative Technician