

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**February 25, 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; Jennifer Crum, Recording Secretary; Keith Brenneman, Solicitor.

Departments: Liz Bouch, Mick Burkett, Holly Sherman, Human Resources; Dana Best, Finance; Bob Dagrosa, Controllers; Mark Adams, IMTO; Frank Goshorn, Charles Carothers, Domestic Relations; Megan Silverstrim, Communications; Wendy Sheaffer, Aging and Community Services; Raymond Soto, CNRC; Kristen McGough, Bureau of Justice Svc; Michelle Seibert, Victim Witness; Ryan Simon, Drug & Alcohol; Barb Bartos, Archives; Linda McCulloch, MH/IDD; John Lopp, Facilities; Earl Reitz, Prison.

VTC: Kirk Stoner, Stephanie Williams, Planning; Justin Miller, Recycling & Waste Authority.

Others Present:

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: (see attached) Re: Cumberland County Weights & Measures Offers Quick and Easy Online Access to Online Inspection Records.

Press Release: (see attached) Megan Silverstrim reviewed the Press Release Re: Cumberland County Announces Next Town Hall Meeting to Address Heroin & Prescription Opiate Abuse. This is the third Town Hall meeting scheduled for April 21st at 6:30 p.m. and hosted by the Newville Quants Club. A medication collection box will be placed at the event to drop off prescription medications.

Employee Recognition: Commissioner DiFilippo and Frank Goshorn recognized Charles Carothers for 20 Years of Service.

Review of Job Classification, Benchmarking and Related Issues: Commissioner DiFilippo provided an update on the new pay structure study. The results in 2015 converted the County to a compensation pay system. Initial findings has determined the methodology was generally sound; however, some of the higher salary adjustments made to some positions remain in question. The Board of Commissioners and Salary Board are considering measures to mitigate the impact of the larger increases going forward without impairing the objectives of the upcoming pay for performance cycle. Measures include, but not limited to: inquiring with surrounding counties and Third Class Counties regarding their salary process, structure and

staff. Research job categories that have received larger salary increases to be sure they are fair and reasonable. It was noted that an outside consultant will not be used. Commissioner Hertzler commended his colleagues for the re-review for accuracy of the new salary study/structure. He stated that a direct comparison of salaries with Counties in the region and Third Class Counties did not occur with the Gallagher Study. Commissioner Hertzler's view is that any methodology that did not ultimately compare salaries for like positions in surrounding Counties was not sound in determining what the market actually demands.

Commissioner Eichelberger considers this a refinement of the study. The RFP stated for Gallagher to use statistical data. If there was hesitation to use this method it should have not been approved. A more extensive review will be performed by county staff with professionalism and fairness.

Letter of Support: (see attached) Raymond Soto explained the Letter of Support for House Bill 1062 Re: Repealing Provisions that Require County Nursing Homes to Pay Ten Percent of the Non Federal Cost of Services for Medicaid Residents in Their Nursing Homes. The county is currently 68% – 80% Medicaid. Commissioner Hertzler mentioned that the House Bill has passed in the House, and now has been referred to the Public Health and Welfare Committee chaired by Senator Vance.

PennDOT Letter and Resolution 2016-5: (see attached) Kirk Stoner discussed the Letter to Toby Fauver, Deputy Secretary for Multimodal Transportation for PennDOT and Resolution 2016-5 Re: Cumberland County Support of the PennDOT Central Pennsylvania Transit Regionalization Study. This information has a deadline to be to the State by February 26, 2016. Commissioner Hertzler provided a recap on the savings of transportation consolidation while service keeps improving. Commissioner Eichelberger moved to approve the letter of support and Resolution 2016-5. Commissioner Hertzler seconded the motion and it unanimously carried.

Advertising: Kirk Stoner reviewed the Request to Authorize Advertising Bids:

- Leidigh Bridge Replacement Project Cost - \$1million funded by Act 89 \$5.00 Vehicle Registration Fee. Weight restrictions were implemented last year. There is no State or Federal money involved, so the process will move faster.

Advertising: John Lopp reviewed the Request to Authorize Advertising Bids:

- Allen Road Paving – To topcoat the parking lot back to the Archives Bldg.

Resolution 2016-7: Dana Best reviewed the Resolution 2016-7 Re: Budget Adjustment. Drug & Alcohol \$51,682.00.

Contracts/Grants: — (Sandy Moyle)

a. **Aging & Community Services Agreement** — (Wendy Sheaffer)

- Shadai Home Health Services — Home Support and Personal Care Service Contract — Terms of Contract: — Two (2) Years and Six (6) Months Commencing on January 1, 2016 and Ending on June 30, 2018 17.93/hr. as needed - from Aging Block Grant funds.

b. **Claremont Nursing and Rehab Center Agreements** — (Raymond Soto)

- eSolutions — Medicare Billing — Two (2) Year Contract with Maximum Increase of 2 ½ % Annually Plus Activation – access to medicare files (real time access)
- J.C. Ehrlich Company — Pest Management/Control Service — Terms of Contract: — April 1, 2016 through May 30, 2017 – renewal/ increase \$84.00

Commissioner Eichelberger questioned if there are any additional requirements or certifications using pesticides. Dana stated the County is required to use a licensed vendor for those reasons.

- Kathy Rotz Tolleson — SpiriTrust Lutheran LIFE — Provide Professional Services to Residents of CNRC — Terms of Contract: — February 29, 2016 – February 28, 2017 — (No Cost Contract)
- c. **District Attorney/Bureau of Justice Services Agreement** — (Kristen McGough)
- Agilent Technologies — Preventative Maintenance — Terms of Contract: — May 15, 2016 - May 14, 2017 — Amount of Contract: — \$8,028.00 – For lab instruments - preventative maintenance and phone technical support.
- d. **District Attorney/Victim Witness Grant** — (Michelle Seibert)
- Submission of Victim of Crimes Act (VOCA) Grant Application — Grant Term: — July 1, 2016 – June 30, 2019 — (Three (3) Years) — Grant Amount: — \$482,889.00 – 25% increase the first year, 2% increase the 2nd and 3rd year. No County match.
- e. **Drug & Alcohol Agreement** — (Ryan Simon)
- 2015-2016 Perry County Human Services Development Fund Agreement — Terms of Contract: — July 1, 2015 through June 30, 2016 — Total Amount of Contract: — \$7,500.00 – outpatient services
- f. **Finance Grant Application:** — (Kirk Stoner)
- Submission of Grant Application to the Pennsylvania Department of Transportation — Federal-Aid Bridge Project Reimbursement Agreement - Construction to start Spring of 2017. County is paying 5% of the Orrs Bridge project.
- g. **IMTO/Archives Grant:** — (Barb Bartos)
- Preservation Grant from Conservation Center for Artistic & Historic Artifacts (CCAHA) - \$5,000 with \$350 administrative fee the County pays. One day on site visit to provide recommendations to prioritize.
- h. **MH/IDD Agreements** — (Linda McCulloch)
- *FY 2015-2016 Intellectual and Developmental Disabilities*
 - Keystone Service Systems Inc. D/B/A Keystone Human Services Central ID — Contract Addendum to Increase Contract Total and Increase the Following Intellectual and Developmental Disabilities Services — Home and Community Habilitation and Supported Employment — Terms of Contract: — July 1, 2015 – June 30, 2016 — Total Contract Amount: — \$44,950.00
 - Dauphin County MH-ID Program — Provide Professional Services Related to the South Central Health Care Quality Unit (HCQU) per State and Federal Regulations — Terms of Contract: — July 1, 2015 – June 30, 2016 — Total Contract Amount: — \$18,131.00
 - *FY 2015-2016 Early Intervention*
 - Living Unlimited, Inc. — Provides Funding to Support Therapy Services for Early Intervention — Terms of Contract: — February 1, 2016 – June 30, 2016 — Total Contract Amount: — \$3,000.00
 - *FY 2015-2016 Mental Health*
 - County of Perry — Human Service Development Fund Dollars to be used for Mental Health Transportation Costs — Terms of Contract: — July 1, 2015 – June 30, 2016 — Total Contract Amount: — \$4,500.00

- i. **Planning /Greenway & Open Space Grant Agreement** — (Stephanie Williams)
 - Cumberland Valley Rails to Trails Council — Addendum to Contract for Park, Trails & Greenway Development under the Cumberland County Land Partnerships Grant Program — Grant Expiration Date has been extended to December 31, 2016 — Grant Amount: — \$75,000.00
- j. **Prison - Booking Agreement** — (Earl Reitz)
 - PA Chiefs of Police Association – Livescan/CPIN Maintenance — Terms of Contract: — January 1, 2016 – December 31, 2016 — Total Contract Amount: — \$13,345.00 - \$1,100 decrease from last year.

Resolution 2016-6: Justin Miller reviewed the Adoption of the Electronics Recycling Resolution 2016-6 Re: Calling on the State to Amend the Covered Device Recycling Act. The last few months, recycling centers have not been productive for electronic recycling due to the issues with the law. Chief Clerk Thomas asked if any other counties have a similar resolution. Justin stated not that he is aware of; however, other recycling initiative agencies have been supporting this change in the law. This resolution could be a model for the municipalities, other counties and organizations. It was suggested to provide this to CCAP and legislators. Justin is working on an editorial for the News Media. Commissioner Eichelberger suggested Justin attend CCAP and address this issue.

Capital Project Requests:

- ERP — Kronos Clock Update — Total Project Cost: — \$20,565.00 — Beth Chornak explained they need to be purchased by March 31st to save \$13,000, which includes a maintenance agreement for one year.
- IMTO — County Backup Servers & Tape Library — Total Project Cost: — \$41,907.76 — Mark Adams stated this is for two servers with a seven year lifecycle.

Intermediate Punishment – Grant Modification: Rebekah Finkey explained the changes to the Cumberland County Intermediate Punishment Programs Grant Modification Request. Commissioner Hertzler moved to approve submitting the grant modification. Commissioner Eichelberger seconded the motion and it unanimously carried.

Resolution 2016-8: Dana Best discussed the Resolution 2016-8 Re: The General Assembly and Administration to Restore Historic Levels of County Funding for Human Services Programs and to put Mechanisms in Place to Assure any Future Budget Impasse or Delay does not become a Burden. Commissioner Eichelberger asked for clarification of historical funding. Dana stated this is in reference to the 2012/2013 Fiscal Year. Commissioner Hertzler provided an update on where this issue stands at the legislative level. Commissioner Hertzler moved to approve Resolution 2016-8 as proposed. Commissioner Eichelberger seconded the motion and it unanimously carried.

Commissioners' Liaison Reports

Commissioner DiFilippo

- **Capital Regional Economic Development Committee** - Could not attend.
- **Library System Board** – Met on Monday, February 22, 2016. The Library is not obligated to participate in the County pay for performance system. Chief Clerk Thomas stated they are taking this into consideration. They discussed their fund balance cap. Commissioner Eichelberger asked regarding the open-ended decision using pay for performance and how does that fit into the Memorandum of Understanding agreement they signed with the County last year. Chief Clerk stated that they are not related; however, they are required to meet performance goals obligations.

- **Children and Youth Citizen Advisory Committee** – New Board appointments are: Jennifer Kerr, Barbara Kohutiak, Jason Brode, and Sierra McCulloch. Reappointments for: Kristen Noecker, Meg Rieley, and Wendy Tibbits.

Commissioner Hertzler (see attached)

- **Ag Land Preservation Board** Met February 17, 2016 – Board recommended the Commissioners appoint Boyd Weary as Chairman. Richard Leatham was appointed Vice Chairman, and Diane Stamey was appointed Secretary. There was a program update on the County's certification of 2016 Farmland Preservation Program funds. The Board approved the preservation of a farm under the County's Bargain Sale Program at half the cost of the easement purchase. A Penn Township Farmer submitted a Rural Enterprise application to construct and expand a safer roadside produce stand along Centerville Road, which was approved. The PPL projects were discussed and Planning staff is in contact with the company.
- **Housing/Redevelopment Authority:** Senior Housing Projects are in the works in Carlisle, one at the former Carlisle Tire & Wheel site and a partnership with S&A home for a 50 unit housing. Downtown Program has a new location at the Economic Development Office and the number of municipalities served has gone down.
- **Agging Advisory Board:** Met Friday, February 19, 2016. A new Board member is needed. The Care Transition Program has been discontinued. The Branch Creek Place in Shippensburg is doing well. On Friday, April 15, 2016 – The Aging office will be having a volunteer recognition luncheon.

Commissioner Eichelberger

- **Planning Commission:** Met last Thursday, February 18, 2016. Revisions to the Comprehensive Plan were discussed. The changes are substantial, focusing on transportation. Three phases need to be completed by June.
- **Recycling & Waste Authority:** The Resolution was discussed regarding the Electronic Recycling issues. A Household Hazardous Waste Event is scheduled for August 20th at the Allen Road site. There is one vacancy on the Authority Board and the Board is recommending Kevin Plasterer from Shippensburg Borough.
- **Economic Development Corporation:** Canceled due to weather.

Executive Session Report: Chief Clerk Thomas Reported that there was an Executive Session held on February 17, 2016 @ 1:50 p.m. Re: Personnel Issues.

Executive Session: Chief Clerk Thomas Requested an Executive Session Re: Personnel Issues.

Other Business: None

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

Respectfully Submitted,

Jennifer Crum
Administrative Specialist