



MINUTES

Cumberland County Commissioners' Workshop Meeting

August 25, 2016 – 9:00 A.M.
Commissioners' Hearing Room
Courthouse, Carlisle, PA

Phone (717) 240-6150 Website: www.ccpa.net

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

Quorum: Yes

Staff Present: Sandy Moyle, Deputy Chief Clerk/Meetings Manager; Jennifer Crum, Administrative Specialist/Recording Secretary; Keith Brenneman, Solicitor.

Departments: Liz Bouch, Human Resources; Dana Best, Finance; Bob Dagrora and Bill Fulton, Controllers; Lisa Reider, Children and Youth; Jack Carroll, Ryan Simon, Drug and Alcohol; Rebekah Finkey, CJP/IPP; Melissa Mixell, Tax Assessment; John Gross, Treasurer; Bryan Ward, Sheriff's Office; Earl Reitz, Prison.

VTC: Lynette McCulloch, Brad King, Claremont Nursing and Rehabilitation Center; John Lopp, Facilities; Justin Miller, Recycling & Waste; Kirk Stoner, Planning;

Outside Agencies: Kate Molinaro, Housing & Redevelopment Authority; Jonathan Bowser, Cumberland Area Economic Development Corporation; Shireen Farr, Cumberland Valley Visitors Bureau

Media: Zach Hoops, The Sentinel

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

Public Comment: None

Appliance Policy - Facilities Management: John Lopp discussed the Appliance Policy (see attached). Commissioner Hertzler questioned the 50% cost to the county for a large refrigerator. John stated it depends on the number of employees in the office and the size of refrigerator that is needed. Dana Best clarified that 50% will be county funds and the remaining 50% will come from the Department Head and/or staff.

Emergency Solutions Grant: Dana Best reviewed the results of the Bid Opening for the Emergency Solution Grant. One response was received regarding the Emergency Solutions Grant RFP, which was from the Redevelopment Authority. There is a match requirement and they are planning to use several of their funding sources including the Community Development Block Grant (CDBG), Housing Assistance Program (HAP), and the Authorities Rapid Re-housing Supportive Housing Program to meet the match. Recommendation is to award bid to the Redevelopment Authority of Cumberland County on Monday.

I-81 Exits 48 & 49 Interchange Development: Kirk Stoner discussed the I-81 Exits 48 & 49 Interchange Development (see attached). A Transportation Problem Form will need to be submitted from the County on behalf of the Army Heritage Education Center Foundation, to the State for the improvement project.

Bridge Project – Mussel Survey: Kirk Stoner discussed the HRG Proposal to Conduct a Mussel Survey and Relocation as part of the Wolf Bridge Project (see attached). PennDOT does not have enough money to fund this activity in the current Federal Funding Year (FFY), so the wait time for additional funding would be October. The survey can only be done between April through September. The scope of work will cost approximately \$15,000.00. Kirk proposed that we use \$15,000 of the \$5.00 registration fee funding to cover the cost of this project on our own to complete the survey and avoid another delay.

Community Development Block Grant Program: Kate Molinaro requested approval of the Revisions to the County’s Community Development Block Grant Program (see attached).

Real Estate Collaborative LLC: Jonathan Bowser and Shireen Farr discussed the Operating Agreement of Real Estate Collaborative LLC (see attached). Economic Development has been working with local agencies in the private sector to create a strategy to promote development within Cumberland County and the surrounding area. Jonathan is requesting that the Board approve the Operating Agreement that will allow them to move forward. Jonathan stated that there is a time limit on some of the projects, specifically, one with the Department of Community & Economic Development (DCED). This collaborative project would promote the core communities, which are the more mature areas with a higher density of population like a Borough. Commissioner Eichelberger would like to see this be approved on Monday since this has been a very lengthy process and not miss project opportunities. Commissioner Hertzler requested that the five-member operating group be added to the agreement, which includes three from Cumberland Area Economic Development Corporation, one from the Redevelopment Authority and one At Large member.

Contracts/Grants: — (Sandy Moyle)

- I. ***Existing Contracts, Contract Extensions or Addenda with No Cost or Increase to the County:**
 - a. **Aging & Community Services Agreement:**
 - Movement Art Institute, Inc.
 - b. **Children & Youth Services Agreements:**
 - Pressley Ridge
 - Diakon Child, Family and Community Ministries
 - Dr. Rocco Manfredi, M.D.
 - George Junior Republic in Pennsylvania
 - Alternative Behavior Consultants
 - c. **Facilities Management Agreement:**
 - Rynard Enterprises
 - d. **MH/IDD Agreements:**
 - FY 2016-2017 Early Intervention
 - Geneva Worldwide, Inc.
 - FY 2016-2017 Intellectual and Developmental Disabilities
 - Center for Independent Living of Central PA Inc.
 - Lancaster County BH/DS
 - Lebanon County MH/ID/EI Program
 - Perry County Transportation Authority

- FY 2016-2017 Mental Health
 - Alert Pharmacy, Inc.
 - Keystone Service Systems, Inc.
 - Perry County Transportation Authority
 - Timothy Sukay, MSW
 - Aurora Social Rehabilitation Services
 - Gregory Knox, MSW, LSW
 - Living Unlimited, Inc.
 - New Visions, Inc.
 - Pennsylvania Counseling Services, Inc.
 - Riverside Associates PC
 - York County Transportation Authority d/b/a Rabbitransit
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II. *New Contracts, Vendors, Services, Grants and Contracts with Increases/Decreases to the County:

- a. **Children & Youth Services Agreements:** — (Lisa Reider)
 - Andrew C. Som, d/b/a Central PA Family Support Services – The are adding a service – Truancy
 - George Junior Republic in Pennsylvania – FY15/16 - Increase of 8% for general residential services - \$156/day.
 - Family Support of Central PA, Inc. - \$1,000 Increase – 4%
 - b. **Claremont Nursing and Rehab Center Agreements:** — (Lynette McCulloch)
 - United Healthcare – Revenue contract for managed care Medicare & Medicaid.
 - Synergy Home Care – No cost contract – Sitter Service
 - c. **Drug & Alcohol Agreements:** — (Ryan Simon)
 - Addiction Recovery Systems – Methadone Maintenance
 - Pyramid Healthcare – Outpatient Adolescence Service in the Shippensburg Area
 - H.E.A.R., Inc. – 6% increase for FY16/17 for Halfway House – Female - \$112/ day; Male - \$102/day.
 - d. **Facilities Management Agreement:** — (John Lopp)
 - Central Pennsylvania Energy Consortium (CPEC) — Provident Energy Consulting Client Services Agreement – To identify proposals for energy suppliers.
 - e. **Tax Assessment/Tax Claim Bureau:** — (Melissa Mixell)
 - Lee Enterprises, Inc. d/b/a The Sentinel – For Tax Sale Advertisements - Cost savings - \$13.90/Inch – reimbursed by the State.
 - f. **Treasurer’s Office Agreement:** — (John Gross)
 - Link Computer Corporation – Security updates for licensing system - \$2,500/year
 - g. **Criminal Justice Planning & IP Programs Grant Application:** — (Rebekah Finkey/Jack Carroll)
 - Submission of MAT/Vivitrol Pilot Program Grant Application — Grant Amount \$215,601 – Injections for drug rehab treatment.
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Capital Projects Requests:

- Sheriff’s Office — (Sgt. Bryan Ward)
 - Security System Project — Total Project Costs: — \$185,000 – Compatible software upgrade

- AOPC Equipment Purchase — Total Project Costs: —\$21,500 - X-ray Machine and Metal Detector
- Prison — (Deputy Warden Janet Scott)
 - Vehicle Purchase — Total Project Costs: — Ford Focus for staff use - \$16,906.00
- CNRC — (Bradley King)
 - Tower Building PTAC Replacements — Heat and Air Conditioner System Replacement - Total Project Costs — \$56,294.75

Report of Electronics Collections and Recycling Services Bid Opening: *Action Requested

- Justin Miller provided the results of the bid opening regarding Electronics Collections and Recycling Services. There were 27 courtesy copies sent out for RFP's that resulted in one bid being received that did not meet the requirements.

Commissioner Hertzler made a motion to reject the bid. Commissioner Eichelberger seconded the motion and it unanimously carried. The Commissioners requested that Justin contact York County to discuss the possibility of residents taking electronics to their recycling facility.

Advertising – Prison – Food Service: Deputy Warden Janet Scott reviewed the Request to Authorize Advertising Re: Provision of a Comprehensive Food Service Operation at the Cumberland County Prison.

Advertising – Courts – Audiovisual System: Melissa Calvanelli reviewed the Request to Authorize Advertising Re: Removal of Existing Sound System and Purchase and Installation of a New Audiovisual System for Courtroom #5 at the Cumberland County Courthouse. This will save approximately \$90,000.00. Estimated cost is \$110,000.00.

Appointment – Commission for Women: Commissioner DiFilippo reviewed the Cumberland County Commission for Women Recommends the Appointment of the Following Individual:

- Jeanette Diamond — New Appointment for a Three (3) Year Term — Commencing on August 29, 2016 — Expiring on December 31, 2019

Commissioner DiFilippo made a motion to appoint Jeanette Diamond. Commissioner Eichelberger seconded the motion and it unanimously carried.

Commissioners' Liaison Reports

Commissioner DiFilippo:

Library System Board –

- A Library System update will be provided at the next finance meeting to discuss library tax increase for 2017.
- \$21,000 will be received from the Whitaker Math and Science Foundation for programs for preschool elementary school students.
- A \$50,000 grant from the Federal LSTA grant fund and will be used for Wi-Fi hot spots and free mobile internet.
- There will be a Library Director's workshop will be held on September 17th at the East Shore Area Library in Harrisburg.

Commissioner Hertzler:

Housing & Redevelopment Authority Board - A meeting was held on August 18th. The new Executive Director, Tim Whelan was in attendance. He also attended the Consensus Building meeting between Economic Development Corporation (EDC), Housing Authority and the County.

Aging Advisory Board – The August meeting was canceled. The next meeting is scheduled for September 16th.

Conservation District Board – A meeting was held on Tuesday, August 23rd. Staff will be starting the manure management compliance inspections as part of the Chesapeake Bay reboot.

Commissioner Eichelberger:

Planning Commission – They are working on the progress dashboard.

Recycling & Waste Authority – The event was a success. The number of attendees was down this year. Survey results were provided to the Board. ECOvanta is the vendor that York County uses to collect their electronics. The Authority would like to see a permanent County recycling facility. Also, companies that collect electronic recycling prefer to collect from a secure facility. A user fee based system could be a funding source for the recycling site. There will be future discussion with the Chief Clerk regarding a long-range plan for recycling.

Report of Executive Session: Deputy Chief Clerk Sandy Moyle reported there was an Executive Session held on August 15, 2016 @ 2:50 p.m. Re: Personnel Issues

Request for an Executive Session: Deputy Chief Clerk Sandy Moyle requested an Executive Session Re: Personnel Issues

Other Business: Report of Bid Opening:

- Pre-Employment Screening – Elizabeth Bouch reviewed the bid results stating that the lowest bidder was Castle Branch \$48.20/employee and recommended that the bid be awarded to Castle Branch.

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

Respectfully Submitted,

Jennifer Crum,
Administrative Specialist