



MINUTES

Cumberland County Commissioners' Workshop Meeting

September 8, 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: Larry Thomas, Chief Clerk; Sandy Moyle, Deputy Chief Clerk/Meetings Manager; Jennifer Crum, Administrative Specialist/Recording Secretary; Keith Brenneman, Solicitor.

Departments: Mick Burkett, Human Resources; Dana Best, Finance; Bob Dagrosa and Bill Fulton, Controllers; Megan Silverstrim, Communications; Necole McElwee, Lisa Reider, Children and Youth; Jody Smith, Sheriff's Office; Charles Hall, Coroner; Bethany Salzarulo, Bureau of Elections; Michelle Sibert, Victim Services; Sue Carbaugh, MH/IDD.

VTC: John Lopp, Facilities; Lynette McCulloch, Brad King, Claremont Nursing and Rehabilitation Center; Kim Bitner, Christine Boden, Aging & Community Services.

Outside Agencies: Richard Fry, Superintendent, Big Spring School District; Wilbur Wolf, Big Spring School District Board President.

Media: Sari Soffer, ABC 27 News

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

Public Comment: None

Press Release & Proclamation Re: National Preparedness Month: Commissioner DiFilippo presented a Proclamation to Megan Silverstrim Re: National Preparedness Month. Megan explained steps to take to be prepared in the event of a disaster.

Children & Youth Services Needs Based Budget for FY17/18 Presentation: Necole McElwee and Lisa Reider provided an update of the FY 17/18 Needs Based Budget. Necole provided information regarding staff turnover that was requested by the Board at the last Budget update.

Review of Resolution 2016-24 Re: Bids for Sale of County Property: John Lopp reviewed the County property Bid Sale and Resolution 2016-24. Individuals will have the opportunity to view a list on the County website and submit a bid for a specific item or items. Silent bid auction.

Sale of Tax Claim Bureau Repository Properties: Solicitor Brenneman explained the law that governs how the Tax Bureau operates, properties that are not sold by judicial sale or by tax upset sale go into a repository. No tax income is received to the taxing bodies so the request is that the

Board make a Motion to Authorize Sale of Tax Claim Bureau Repository Properties at the Monday, September 12, 2016 meeting.

Castle Branch Credit Application: Mick Burkett discussed the Submission of the Credit Application to Castle Branch to set up an account that will be used for new employee background checks.

School Resource Officer/Big Spring School District: Jody Smith discussed the Memorandum of Understanding between Cumberland County Sheriff's Office and Big Spring School District Re: School Resource Officer. This is a three-year agreement, commencing at the beginning of the 2016/2017 school year and ending the 2018/2019 school year. The agreement outlines the administrative duties and costs of the County Sheriff's position. Commissioner Hertzler asked if there is a cost to the County. Jody stated no, the school district will be covering the cost of the position. Commissioner Hertzler asked if the Sheriff would be available for any emergencies during the school hours. Jody stated yes, there are five campuses that they could respond to as a first responder. Commissioner Eichelberger asked if a Sheriff's vehicle will be used. Jody stated yes, there is a spare vehicle that will be used. Superintendent Richard Fry stated the school board approved and signed the Agreement.

CNRC – August 2016 Voluntary Separation Benefit Contribution: Bob Dagrosa reviewed the Approval of a Motion to Execute Declaration of the August 2016 Voluntary Separation Benefit Contribution for CNRC Participants.

Pennsylvania Task Force One/County Participation: Charles Hall discussed the Memorandum of Agreement between The City of Philadelphia and Cumberland County as a Participating Agency for Pennsylvania Task Force One of the National Urban Search and Rescue Response System. The agreement is for the County to become a participant of the Task Force.

Contracts/Grants: — (Sandy Moyle)

I. ***Existing Contracts, Contract Extensions or Addenda with No Additional Cost or Increase to the County:**

a. **Aging & Community Services Agreement:**

- PA Department of Human Services Office of Long Term Living — Home and Community Based Waiver Services — Provider Enrollment Form

b. **Claremont Nursing and Rehab Center Agreement:**

- Department of Veterans Affairs

c. **MH/IDD Agreement:**

- Annual Supports Coordination Organization Qualification Application

II. ***New Contracts, Vendors, Services, Grants and Contracts with Increases/Decreases to the County:**

a. **Aging & Community Services Agreements:**

- The Center of Independent Living of Central PA — (Christine Bowden) – Contract Continuation
- Domestic Violence Services of Cumberland and Perry Counties — (Kim Bitner) – Additional \$12,000 remaining at the end of 15/16, which will go back to the Service.

b. **Bureau of Elections Agreements:** — (Bethany Salzarulo)

- Penske Truck Leasing – \$500 less – Total estimate \$4,100

- Election Systems & Software – Renewal – Addendum to include software support verbiage to the contract.
- c. **Claremont Nursing and Rehab Center Agreements:** — (Lynette McCulloch)
 - Fayetteville Contractors, Inc. – Five new parking spaces and a sidewalk - \$7,500
 - Dedicated Nursing Association, Inc.- Temp Service - \$28/hr weekday - \$31/hr weekends
- d. **District Attorney/Victim Services Grants:** — (Michelle Siebert) – Two year grant
 - Grant Application for the Rights and Services Act (RASA) – \$287,254
 - Grant Application for Victims of Juvenile Offenders (VOJO) - \$108,342
- e. **Human Resources Agreements:** — (Mick Burkett)
 - Discussion of Renewal of Capital Blue Cross Employee Medical, Dental and Vision Benefits for the Year 2017 – Final year of a three-year agreement. Medical - 2.4% decrease. Dental – 4.2% increase. Vision – No Change.
 - Zebu Compliance Solutions – Access to Federal website for employee check - \$500-\$600/year
- f. **MH/IDD Agreements:** — (Sue Carbaugh)
 - Redevelopment Authority of the County of Cumberland – Renewal – decrease of \$360,532
 - FY 2016-2017 Intellectual and Developmental Disabilities
 - Aspirations LLC – New - \$5,000 – Psychological evaluation for children.
 - Home to Stay, Inc. - \$10,085 – Family aide
 - FY 2016-2017 Early Intervention
 - Keith Parker, OTR/L – New – Occupational Therapist
 - FY 2016-2017 Mental Health
 - NHS Stevens Center – Renewal – decrease \$80,964 – MA expansion is the reason for the decrease.

Discussion of Capital Projects Request:

- CNRC — (Brad)
 - Curtains for Tower Building Resident Rooms — Total Project Costs — \$19,014.00 – 80 curtains need replaced. Required by Department of Aging to provide shading for residents.

Commissioners' Liaison Reports

Commissioner DiFilippo

Capital Region Economic Development Government Relations – Commissioner DiFilippo introduced himself and met the members of the Board. He provided updates on county issues:

- Bridge Project
- Comp Plan
- Voter Redistricting
- Regional Public Transit
- Electronics Recycling
- CAT funding situation
- Cumberland County supports PennDOT's Regionalization of Transportation

Commissioner Hertzler

911 Funding Formula Subcommittee – There is a conflict with the next 911 Advisory Board meeting and the next Commissioner Workshop on September 22, 2016, so Commissioner Hertzler will not be in attendance at the next Workshop.

Commissioner Eichelberger

Planning Commission - The Greater Harrisburg Association of Realtors - \$5,000 grant is secured to help support the survey for the County Comprehensive Plan. Craighead Bridge bids are due next week.

Recycling & Waste Authority – Recycling issue is still in limbo. Staff met with York County, but determined that would not be feasible for York County due to space. They mentioned that their current contract with their recycler will soon expire, so they may be able to add Cumberland County to the new contract. The County has been considering a Recycling Collection Facility; however, revenue sources are needed to build a site. Staffing and overhead costs would be the largest expense. Recyclers are currently not taking materials, so storage space is needed. The Authority asked that the Communications Department communicate to the public the current issues with recycling in the County and the recycling business. Discussion ensued regarding the pros and cons of a permanent site.

Report of Executive Sessions: Chief Clerk Thomas reported there were Executive Sessions held on August 30, 2016 @ 1:00 p.m. Re: Litigation Issues, August 31, 2016 @ 3:00 p.m. Re: Personnel Issues, September 1, 2016 @ 1:00 p.m. Re: Litigation Issues.

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

Other Business: CNRC – 501(c)3 By-Laws – Commissioner Hertzler asked the Board to address any additional questions to the Solicitor regarding the Bylaws, prior to the Board of Commissioners meeting on Monday September 12, 2016.

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

Respectfully Submitted,

Jennifer Crum,
Administrative Specialist