



# MINUTES

## Cumberland County Commissioners' Workshop Meeting

October 5, 2016 – 9:00 A.M.  
Commissioners' Hearing Room  
Courthouse, Carlisle, PA

Phone (717) 240-6150 Website: [www.ccpa.net](http://www.ccpa.net)

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**Board of Commissioners Present:** Commissioners 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:** Elizabeth Bouch, Human Resources; Dana Best, Finance; Bob Dagrosa, Controllors; Mark Adams, IMTO; Cindy Landis, Nancy Nemoyer, Sandy Gurreri, Aging & Community Services; Greg Miller, Darby Christlieb, Adult Probation; Jack Carroll, Drug & Alcohol; Kelly Hogarth, District Attorney/CID; Eric Radnovich, District Attorney/Bureau of Justice Services; Beth Chornak, ERP; Silvia Herman, MH/IDD; Janet Scott, Prison.

**VTC:** Kirk Stoner, Planning; Christine Bowden, Aging & Community Services; Lynette McCulloch, Claremont Nursing and Rehabilitation Center; Claudia Garner, Public Safety.

**Outside Agencies:** None

**Media:** Sari Soffer, ABC 27 News; Zach Hoops, The Sentinel

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

**Public Comment:** None

**Employee Recognition:** Commissioner DiFilippo and Sandy Gurreri recognized Cindy Landis of Aging & Community Services for her 20 Years of Service with Cumberland County.

**Employee Recognition:** Commissioner DiFilippo and Darby Christlieb recognized Greg Miller from Adult Probation for his 30 Years of Service with Cumberland County.

**Press Release and Proclamation Re: National Long-Term Care Residents' Rights Month 2016**  
Commissioner DiFilippo, Nancy Nemoyer, and Sandy Gurreri announced the Press Release Re: National Long-Term Care Residents' Rights Month 2016 (see attached).

**Cost Allocation Plan – Year End 2015:** Dana Best discussed the Cost Allocation Plan For Fiscal Year ending December 31, 2015. To direct bill Human Services agencies and other funding sources for indirect costs.

**Voluntary Separation Benefit Contribution – CNRC:** Bob Dagrosa reviewed the Motion to Execute Declaration of October 2016 Voluntary Separation Benefit Contribution for CNRC Participants. This is the last of the contributions for the Nursing Home.

**Land Partnership Funding:** Kirk Stoner discussed the use of the \$92,000 Land Partnership Funding. The request is to reallocate the funding back to the land partnership program from the recycling program. Discussion ensued regarding Land Partnership application submission timeline for the municipalities and that there are no risk of losing state funding due to the current program balance available.

**Report of Bid Opening for Craighead Bridge:** Kirk Stoner reviewed the Craighead Bridge Results. The bid process was through PennDOT’s Engineering and Construction Management System (ECMS). Kinsley Construction bid \$2.9 million as the lowest bidder. Kirk is requesting that the lowest bidder, Kinsley Construction be awarded the bid and the two contracts with PennDOT’s ECMS associated with the bridge construction, also be approved. The bid ranges were \$2.9 to \$3.9 million.

**Letter of Support – National Fish & Wildlife Federation Technical Assistant Grant:** Commissioner DiFilippo requested the Board Vote to Reaffirm Letter of Support Re: the NFWF Technical Assistance Grant at the Monday October 10, 2016 Board of Commissioner meeting (see attached). Commissioner Hertzler moved to approve the support letter. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Letter of Support – House Bill 2370 – Realty Transfer Tax:** Commissioner DiFilippo requested the Board Vote to Reaffirm Letters of Support for House Bill 2370 Re: Realty Transfer Tax at the Monday October 10, 2016 Board of Commissioner meeting (see attached). The Commissioners explained the issue with the Realty Tax and changes that need made at the legislative level. Commissioner Hertzler moved to approve the support letter. Commissioner Eichelberger seconded the motion and it unanimously carried.

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**Contracts/Grants:** — (Sandy Moyle)

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

- a. **Aging & Community Services Agreements:**
  - Maranatha — Carlisle
- b. **Children & Youth Services Agreements:**
  - Community Services Group, Inc. — Chariots Program
  - Families United Network, Inc.
- c. **MH/IDD Agreements:**
  - FY 2016-2017 Intellectual and Developmental Disabilities
    - Dauphin County MH-ID Program
    - The Advocacy Alliance

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

- a. **Aging & Community Services Agreements:** — (Christine Bowden) Pass through funding for these programs.
  - Franklin County Area Agency on Aging
  - Perry County Area Agency on Aging
  - York County Area Agency on Aging
  - Mifflin-Juniata Area Agency on Aging

- Dauphin County Area Agency on Aging
- Adams County Office of Aging
- b. **Commissioners' Office Agreement:** — (Sandy Moyle)
  - Mailroom Systems – Provides postage discounts and service for the County's daily mailing. – Approximately \$17,000 in savings per year.
- c. **Criminal Justice Planning & IP Programs Grant:** — (Jack Carroll)
  - Subgrant Award from Pennsylvania Commission on Crime and Delinquency for Cumberland County Intermediate Punishment Programs. Substance abuse treatment for offenders. \$361,310/year for two years. Total of - \$772,620 - No county match.
- d. **District Attorney Grant:** — (Kelly Hogarth)
  - Grant Award from Pennsylvania Department of Transportation for Sobriety Checkpoint and DUI – Underage Drinking Enforcement Program - \$49,820.
- e. **District Attorney/Bureau of Justice Services:** — (Eric Radnovich)
  - Submission of Grant Application to Pennsylvania Commission on Crime and Delinquency — Coverdell Forensic Science Grant - Consultant for Laboratory – 2017 project - \$62,500 – No match.
- f. **ERP Department:** — (Beth Chornak)
  - Kronos – Annual support - \$28,799/year - 3.5% Increase
- g. **MH/IDD Agreements:** — (Silvia Herman)
  - FY 2016-2017 Intellectual and Developmental Disabilities
    - Geneva Worldwide Inc. – New – Interpreter services
    - The Devereux Foundation – Residential provider
    - Easyudo Services LLC – Increase
  - FY 2016-2017 Mental Health
    - Diakon Child Family and Community Ministries D/B/A/ Diakon Family Life Services – Decrease – Outpatient services
  - FY 2015-2016 Mental Health – Addendums for increased expenses.
    - Holy Spirit Hospital – A Geisinger Affiliate
    - Keystone Service System, Inc.
    - New Visions, Inc.
    - Redevelopment Authority of the County of Cumberland
- h. **Prison – Operations Agreement:** — (Janet Scott)
  - Abel Fence – Preventative maintenance and inspection for sliding gates – Increase of \$45 from last year. Total - \$2,070.
- i. **Public Safety Grant & Agreement:** — (Claudia Garner)
  - Submission of Emergency Management Performance Grant Application – 2016 - \$99,945.
  - Priority Dispatch – 5 year - \$48,552

### Capital Projects Requests:

- IMTO — (Mark Adams)
  - Computer Fall Life-Cycle — 2016 — Total Project Cost: — \$101,662.89 – Computer replacements every 5 years.
  - Switches for Security Camera Project — Total Project Cost: — \$18,959.02 – 3 switches need replaced.

**New Bank Resolution for Guest Fund Check Signers for CNRC** — Lynette McCulloch reviewed the new Bank Resolution for Guest Fund Check Signers for CNRC – This is to add the new CNRC Administrator and the new Accountant.

**Concorde Group Proposal – Timesheet Automation:** Bob Dagrosa discussed the Concorde Group proposal regarding Timesheet Automation. The 24/7 departments currently use Kronos. This proposal is to realize savings countywide using the same software. Concorde is working on a final proposal to show cost savings for the county.

## **Commissioners' Liaison Reports**

### **Commissioner DiFilippo**

**Library System** – This morning, October 5, 2016. Attended Joseph E. Simpson Library Breakfast. Attendees mentioned that they appreciate all of the Boards support.

**Children & Youth Citizens Advisory Board** – Met October 4, 2016.

- Discussion included how the new state law for child abuse has created more work for our caseworkers.
- On-call procedures were discussed indicating that the staff appreciates the changes.
- The budget was discussed with a request for additional clerical support due to increased caseloads.
- The Vision Mission Statement and the By-Laws will be reviewed after 10 years.

### **Commissioner Hertzler**

**Aging advisory Board** – Met September 16, 2016.

- Reviewed the many services for seniors through our Aging Office.
- Discussed the entrance into Managed Care and Community Health Choices for the expanding older adult population.
- Managed Care organizations will coordinate services beginning in July 2019.
- The 52 Area Agencies on Aging in the state are collaborating to create a non-profit corporation for the Managed Care Organizations to consider including in their provider networks.

**Statewide 911 Advisory Board** – Met September 22, 2016.

- The new \$1.65 per device fee for 2016 totals \$361 million.
- PEMA is working on approving grants.
- 911 Advisory Board voted to recommend funds for GIS technology.

**HATS** - Met September 23, 2016.

- The project expansion of I-81 to three lanes is in the works and may be completed by end of 2017.
- The Cumberland Valley Rail Trail over Vogelsanger Road will not occur until next year.

**Conservation District Board** - Met September 27, 2016.

- Farm inspections will take place this month to meet the mandates from the EPA. 50 farms will be inspected annually.
- There is a request to appoint Lori Glace from the Conservation District to the Capital RC&D Area Council.

**Ag Land Preservation Board** – Met September 14, 2016.

- The Ag Land Preservation Board recommended the County allocate \$1 million to the 2017 farmland preservation program.
- There is a request for reappointments of Diane Stamy, Adam Dellinger, Denny McCulloch for an additional 3 year term.

Commissioner Eichelberger questioned the length of time one serves on a Board. Now would be a good time to possibly consider new individuals. It was suggested that all County Boards and Authorities have a time limit policy.

**Commissioner Eichelberger**

**Planning** – October 4, 2016 attended the Eastern Outreach meeting. There was good participation. There will be a Municipal Advisory Board meeting on October 20, 2016.

**MH/IDD** – The Mental Illness Awareness Week continues. A Candlelight Vigil was held on Sunday October 2, 2016 in Perry County.

**Recycling & Waste Authority** – Staff is working on details regarding recycling markets and future revenue/expense projections. This will allow future planning to address the electronic recycling issue. An article was provided regarding legislative change in California for the use of lead for manufactures.

**Report of Executive Sessions:** Chief Clerk Larry Thomas reported there was Executive Sessions held on September 28, 2016 @ 11:30 a.m. Re: Litigation Issues, September 28, 2016 @ 1:30 p.m. and September 29, 2016 @ 10:00 a.m. Re: Personnel Issues

**Request for Executive Session:** Chief Clerk Larry 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