



MINUTES

Cumberland County Commissioners' Workshop Meeting

January 26, 2017 – 9:00 A.M.
Commissioners' Hearing Room
Courthouse, Carlisle, PA

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

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; Jennifer Crum, Administrative Specialist/Recording Secretary; Keith Brenneman, Solicitor.

Departments: Holly Sherman, Human Resources; Dana Best, Finance; Al Whitcomb, Lisa , Controllers Office; Mark Adams, IMTO; Sue Carbaugh, Constance Herman, MH/IDD; Lisa Reider, Jaime Reiber Children & Youth; John Gross, Brenda Sheaffer, Treasurer's Office; Darby Christlieb, Adult Probation; Dennis Lebo, Clerk of Courts; John Bitner, Vector Control; Tammy Shearer, Recorder of Deeds.

VTC: Claudia Garner, Public Safety.

Others Present: Donna J. Martin, Caroline Newhearth

Outside Agencies: Rose Cook, rabbittransit

Media: Zach Hoopes, 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: Caroline Newharth, Donna Martin, Cumberland County citizens. Caroline Newharth spoke on behalf of Donna Martin. She read a written statement from Donna regarding her concern about the cost of using rabbittransit services. She contacted the Aging office for assistance. Commissioner Hertzler thanked her for attending the meeting and stating her concerns and mentioned that good service needs to continue. Rose Cook from rabbittransit attended the meeting and will look into the issue for Donna.

Employee Recognition: On behalf of the Commissioners, Commissioner DiFilippo and Sue Carbaugh recognized Constance Herman from MH/IDD for 20 Years of Service.

Employee Recognition: On behalf of the Commissioners, Commissioner DiFilippo and John Gross recognized Brenda Sheaffer from the Treasurer's Office for 30 Years of Service.

Budget Resolutions 2017-3 and 2017-4: Dana Best reviewed Budget Resolutions 2017-3 and 2017-4 Re: Budget Adjustments for 2016 – Retirement increase of \$62,000 and 2017 – Records Improvement increase of \$55,000 (see attached).

Resolution 2017-5 – Weights and Measures: John Bitner reviewed Resolution 2017-5 Re: Amending Resolutions 2013-31 and 2015-33 by Revising the Registration Permit Fees Applicable to Commercial Scales Required to be Inspected by the Cumberland County Bureau of Weights and Measures or by the Department of Agriculture (see attached). This resolution is to re-align the classification of the median scale, with the States classification. The County will reduce the fee since there will be an increase to 200 median capacity scales from 49. This will increase the revenue fee for the County to approximately \$8,000.00.

Grant Award – Adult Probation: Darby Christlieb reviewed the Subgrant Award from Pennsylvania Commission on Crime and Delinquency (PCCD) for Cumberland County Adult Probation JRI EBP Project (see attached). This grant will pay for additional staff training and the recidivism study. The Grant amount is \$31,700.00.

Contracts/Grants: — (Sandy Moyle) - No additional information was requested.

- I. * *Existing Contracts, Contract Extensions or Addenda with No Additional Cost or Increase to the County:*
 - a. **Children & Youth Services Agreements:**
 - Alternative Behavioral Consultants
 - TIPS Program
 - Bethany Home, Inc.
 - b. **Claremont Nursing & Rehab Center Agreements:**
 - Dr. Baxter Drew Wellmon, II D.O.
 - Dr. Joseph Walter Bytof
 - c. **Planning Agreements:**
 - Newville Borough — (Addendum)
 - New Cumberland Olde Town Foundation — (Addendum)

- II. * *New Contracts, Vendors, Services, Grants and Contracts with Increases/Decreases to the County:*
 - a. **Children & Youth Services Agreements:** — (Lisa Reider)
 - Alternative Behavior Consultants 1.4% - 1.68% increase in hourly per diem.
 - Skills Session — (New)
 - Reunification Services — (New)
 - Visitation/Skills Center — (New)
 - Behavioral Support Specialist — (New)
 - b. **Clerk of Courts Agreement:** — (Denny Lebo)
 - Paperless Solutions, Inc. – Additional Workstation License - \$1,040.00
 - c. **Human Resources Agreements:** — (Holly Sherman)
 - United Healthworks – (New) – Pre-Employment Screening for Prison, Probation & and workers comp. - \$3,926/year for 2 years.
 - d. **MH/IDD** — (Sue Carbaugh)
 - *FY 2016-2017 Early Intervention*
 - Joanna Karns, MT-BC – Increase
 - *FY 2016-2017 Intellectual and Developmental Disabilities*
 - Central PA Supportive Services, Inc. – Increase \$9,940
 - e. **Public Safety Agreements:** — (Claudia Garner)
 - Securus Technologies — (New) – \$132,197.69 – CAD Maintenance - \$2,700 Increase
 - Cummins Power Systems LLC — (New) \$13,158.60 – Service maintenance.
 - f. **Vector Control Grant:** — (John Bitner)
 - Review of Grant Application to the PA Department of Environmental Protection (DEP) — Re: Mosquito-Borne Disease Control Grant Program - \$69,842.20

Planning Commission Appointment/Reappointments: Commissioner Eichelberger reviewed the new appointment to the Planning Commission Board and the requested two reappointments for the Cumberland County Planning Commission. Resumes have been reviewed. The new appointment recommendation is Heather Sweitzer and reappointments are Jack Shawley and Robert Fisher.

Capital Project Request:

- **Finance Office** (Dana Best)
 - Purchase of a Color Copier to replace the one Purchased in October 2016 — Total Project Cost: — \$18,275.52 (see attached) Issues with high volume of staff use that was not compatible with the copier purchased in October. This is an upgrade.
- **Courts:** — (Melissa Calvanelli)
 - Purchase of New Furniture for Courtroom 4 — Total Project Cost: — \$60,854.14 – Juror chairs are approximately 30 years old. Commissioner Eichelberger made a motion to approve the purchase of furniture. Commissioner Hertzler seconded the motion and it unanimously carried.

Commissioners' Liaison Reports

Commissioner DiFilippo:

Library System Board:

- At the Board meeting, they elected Officers - William Gould, President; Kevin Stoner, Vice-President; Paul Fisher, Treasurer.
- Literacy workstations are in place at the Newville Library.
- Wi-Fi hot spots have been announced.
- The new Executive Director will be approved at the next Board meeting.
- 75 old pc's have been replaced.
- The Board is recommending the appointment of Tom Witt as an alternate member to the Cumberland County Library System Board.

Municipal Authority: Requesting that Michael Snyder be appointed to a 5 year term on the Board.

Local Emergency Planning Commission:

- Hazardous Materials Team in 2016 received 17 calls, 5 full team responses, with 12 assists
- Their 2017 meeting dates have been advertised
- 2016 DPS stats
 - 3,185 staff hours
 - 82 special team responses
 - 21 EOC Trainings
 - 25 activations for Special Events
- 911 Communications Center – 319,000 Calls
 - 96,000 were 911
 - 223,000 were 10 digits
 - 9,432 fire incidences
 - 28,424 EMS
 - 155,000 Police incidences

Commissioner Hertzler:

Affordable Housing Trust Fund Board: The Board is recommending reappointment of the four Board members whose terms expire – Kelly Neiderer, David Baric, Ted Harold, and Michelle Crowley.

Housing & Redevelopment Board:

- The Executive Director, Tim Whelan is moving forward with the new Strategic Plan. There will be meetings with community stake holders. The final Plan is expected to be completed by June.
- The new Memorandum of Understanding with Cumberland Area Economic Development Corporation and the Housing & Redevelopment Authority was approved.

- There is concern regarding Federal funding for their programs. It is an unknown if there will be funds available for the Housing Voucher Program.

Aging Advisory Board: There was discussion regarding the C3 Initiative for Managed Care for Senior Citizens and the future of the lottery funds. Preliminary steps were discussed regarding working with the Library System and their new Intergenerational program.

Conservation District Board: Wilbur Wolf was re-elected as Chairman, Duff George as Vice- Chairman. An informative Power Point was presented that included year 2016 staff projects during the past year.

Assessment & Taxation Committee/CCAP: Participated in the Legislative Priorities for 2017 at the Capitol on Wednesday January 25, 2017 that included legislators and other County Commissioners. Four (4) key priorities were discussed:

1. Restoration/preserving Human Services funding – timely enactment of 2017-2018 fiscal budget
2. County options for a revenue-neutral Property Tax
3. Marcellus Shale revenue fee maintenance
4. More funding for the opioid/heroin epidemic

There was also discussion regarding:

- The possibly of consolidating State agencies and the closing of two State prisons.
- Tax Legislation Bill to replace property taxes, which will distribute the increase to personal income tax and sales tax.

Commissioner Hertzler stated that there needs to be a reasonable responsible change.

CCAP Board Meeting: There is a meeting today with a discussion regarding a possible State budget impasse.

Commissioner Eichelberger questioned the housing voucher program and if a statement can be received that assures they are in compliance. Commissioner Hertzler will look into a report from the Housing and Redevelopment Authority and will provide the information to the Board.

Commissioner Hertzler spoke with Brinda Penyak regarding interest in the Human Service Block Grant and if we can continue to file a single fiscal report. There is a deadline of next Wednesday, February 1, 2017, if we are interested in participating in the block grant. There may be an extension on the grant. We may have the ability to retain funds if we consider this option now. Commissioner Hertzler requested that staff recommend & provide paperwork necessary to make a recommendation at Mondays Board meeting. Chief Clerk Thomas stated that staff is working on this and will have information to the Board before the deadline.

Commissioner Eichelberger:

MH/IDD: Jack Carroll discussed the opioid issue. A report from the County Coroner shows numbers of opioid deaths are up.

Visitors Bureau: There was an Annual Breakfast meeting where they presented awards for the year and the new grants for this year to businesses.

Economic Development Corporation: Jonathan Bowser stated the Military Assessment draft study is complete.

Planning Commission: The summary Dashboard is updated that shows new activities - Technical Assistance from the Planning Department, and the Comprehensive Plan Survey is in progress. Over 2,000 surveys have been completed to date. Survey post cards went out to 6,200 County residents, with 200 responses to date. 384 is the response target.

Recycling & Waste Authority: Planning staff visited a recycling center in Washington Township, Franklin County. They had the opportunity to talk with staff and see how the facility runs with charging a fee for recycling. The County's IDD Department is working on starting a program that may benefit from the recycling center, by employing individuals to work at the center.

Report of Executive Sessions: Chief Clerk Thomas reported that there were Executive Sessions held on January 17, 2017 @ 2:30 Re: Litigation Issues, January 17, 2017 @ 3:30 p.m., January 18, 2017 @ 11:00 a.m., January 23, 2017 @ 9:00 a.m. & 2:30 p.m., January 24, 2017 @ 12:30 p.m. Re: Personnel Issues, January 24, 2017 @ 1:00 p.m. Re: Potential Litigation Issues and January 24, 2017 @ 3:15 p.m. Re: Litigation Issues

Request for an Executive Session: Chief Clerk Thomas requested an Executive Session Re: Personnel Issues

Other Business: Commissioner DiFilippo requested a Tax Collectors adjustment of their compensation rate to an 11% increase for 2018, then the same rate in 2019, with an increase in 2020 of 11% and continuing. The Solicitor will create an Ordinance for enactment on February 9, 2017. Commissioner Hertzler requested that the Solicitor create an Ordinance for the compensation rate increase. Commissioner Eichelberger seconded the motion and it unanimously carried.

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

Respectfully Submitted,

Jennifer Crum,
Administrative Specialist