



# MINUTES

## Cumberland County Commissioners' Workshop Meeting

October 19, 2017 – 9:00 A.M.  
Commissioners' Hearing Room  
Courthouse, Carlisle, PA

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

---

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

**Quorum:** Yes

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

**Departments:** Jennifer Goetz, Mick Burkett, Human Resources; Dana Best, Tammy Bender, Keri Fahnestock, Brandon Yeager, Finance; Rachel Bryson, Communications; Mark Adams, IMTO; Beth Chornak, ERP; Al Whitcomb, Bob Dagrosa, Lynn Grew, Controllers; Robert Ritter, Claremont Nursing and Rehabilitation Center; Silvia Herman, MH/IDD; Rebekah Finkey, CJP/IPP; Dave Freed, District Attorney; Judge Brewbaker; Judge Guido; Judge Ebert; Judge Masland; Earl Reitz, Mike Carey, Prison; Charles Hall, Coroner; Brian Hamilton, Bob Shively, Public Safety; Erica Ernst, Prothonotary; Ron Anderson, Jody Smith, Sheriffs.

**VTC:** Christine Bowden, Aging & Community Services; Justin Miller, Recycling & Waste.

**Outside Agencies:** Kate Molinaro, Jillian Yoder, Housing & Redevelopment Authority

**Media:** None

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

**Public Comment:** None

**Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award** — On behalf of the Board of Commissioners, Commissioner DiFilippo recognized the Finance Department for the GFOA award.

**Budget Resolution 2017-26** — Dana Best reviewed budget resolution 2017-26 Re: budget adjustment for the Nursing Home increase of \$90,000.

**Discussion and Approval of the 2017 Cumberland County Emergency Solutions Grant Application to DCED:** Kate Molinaro reviewed the FY 2017 Cumberland County Emergency Solutions grant application in the amount of \$437,970.00 and requested approval of the grant application. Commissioner Hertzler made a motion to approve the grant application. Commissioner Eichelberger seconded the motion and it unanimously carried.

---

**Contracts/Grants:** — (Sandy Moyle) No additional comments from the Board.

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

a. **Children & Youth Agreements:**

- Children's Service Center of Wyoming Valley, Inc.
- Children's Service Center of Wyoming Valley, Inc.
- Appalachian Youth Service, Inc.

b. **Liquid Fuels/Finance Agreement:**

- HRG – Orrs Bridge Replacement Project – Time Extension

c. **Prison Agreement:**

- CLEAN

---

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

a. **Aging & Community Services Agreements:** — (Christine Bowden) - vtc

- Messiah Lifeways Community Support Services – Amendment Increase \$15,010.00 for the Branch Creek Way Senior Center in Shippensburg.

b. **Claremont Nursing & Rehabilitation Center** — (Bob Ritter)

- Sodexo, Inc. – Continuation – Increase for salary increases for required additional staff and hours.

c. **Criminal Justice Planning & IP Programs Grant:** — (Rebekah Finkey)

Submission of "Opioid Intervention Court" Grant Application to PCCD

Amount: — \$150,000.00 \**Action Requested* Rebekah provided a scenario of the high volume caseload. Judge Brewbaker provided statistics due to the opioid crisis (see handout). This is a no match grant and a request for five additional staff. November 3 is the deadline for the Plan to be submitted to PCCD prior to approval of the \$150,000.

Judge Masland stated Cumberland County was selected to be a part of this pilot because of the courts success to date.

Commissioner Hertzler would like to support the program, however, has concerns regarding the cost of additional staff. Judge Guido mentioned that Judges also were just informed a few weeks ago and were asked to meet with AOPC.

Commissioner Hertzler questioned the requirement for staff monitoring, if Probation can provide this service and the space allocation issue with a new Judge might be an issue. He would like to work with the courts to collaborate the Plan prior to November 3 deadline.

Judge Masland mentioned that treatment court is focused on the offenders that have significant criminal background vs. offenders with a first offense. New offenders will get treatment faster with this new program.

Jack Carroll mentioned the additional funding from their RAISE Treatment Program funds as well as additional funding that would be available in the future.

Dave Freed explained the issue with pre-trial prison population depending on the treatment needed. This will leverage the pre-trial population. This program is part of the support of the opioid intervention court.

Rebekah stated that Program modifications can be made throughout the program if there is a need. Judge Ebert stated that AOPC and PCCD know Cumberland County Court has successful programs and want to see success with this program.

The Board supports the application; however, it needs to be approached the right way. There are concerns of who should be in jail and who needs just supervision, etc.

Commissioner DiFilippo questioned if the grant is awarded, how much time until we have to accept it. Rebekah stated it is not effective until it is signed by officials.

Commissioner Hertzler made a motion to approve the \$150,000 grant application to PCCD. Commissioner Eichelberger seconded the motion and it unanimously carried.

- d. **Human Resources Agreement:** — (Mick Burkett)
  - CCAP Accidental Death & Dismemberment Insurance - for Court Referred Alternative Sentencing Program – for Adult Probation program participants.
- e. **MH/IDD Agreements:** — (Silvia Herman)
  - FY 2017 – 2018 Intellectual and Developmental Disabilities
    - Everyday Home Care, LLC – Emergency placement
  - FY 2016 – 2017 Mental Health
    - Keystone Service Systems, Inc. – Amendment for additional expenses
  - FY 2017 – 2018 Early Intervention
    - My Therapy Tree, LLC – amendment increase \$49,708 additional services.
    - Nurture and Thrive, LLC – nutrition services
- f. **Recycling & Waste Department Grant:** — (Justin Miller) - vtc
  - PA Department of Environmental Protection Grant — Record of Operations and Application for Reimbursement for the August 19, 2017 Household Hazardous Waste Event — Grant Amount: — \$35,533.28 – total cost was under \$83,000.

---

**Financial Sponsorship from Penn Township for the Household Hazardous Waste Collection Event:**

Justin explained that Penn Township had sent their donation after the event took place on August 19, 2017. Their Sponsorship Amount is \$500.00.

**Vehicle Transfer from the Vector Control Department to the Planning Department:** Justin Miller and John Bitner stated that Vector Control purchased the truck with grant funds. They no longer have use for the truck due to purchasing new vehicles and wish to transfer to the Recycling Office for their program use.

**Bid Opening Results Re: Prison’s Inmate Health Services RFP:** Mike Carey provided details of the bid results for the inmate health services. Prime Care was the only company that submitted a RFP. Cost comparison was provided to the Board. Earl Reitz mentioned that the increase in this RFP is due to the average daily population increasing.

**Ordinance 2017-2 Re: Establishing Procedures and Guidelines for the Installation of Signal Enhancing Equipment Associated with the Cumberland County Emergency Communications Network:**

Brian Hamilton requested the Board approve the ordinance for enhancing emergency communications. Commissioner Hertzler made a motion to approve and adopt Ordinance 2017-2. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Internet Access Policy:** Mark Adams updated the Board regarding a revision to the Internet Access Policy that blocks some website and some websites require exceptions for employees to perform their jobs.

**Amended Policy on Time and Resources and Electronic Acknowledgement from All County**

**Employees:** Jen Goetz explained that the original policy that was adopted June 5, 2017 has been revised to require all employees read and acknowledge the policy, either electronically via moodle or by form. Commissioner Hertzler mentioned this change is from abuse of the use of county equipment.

## **Discussion of Capital Project Requests:**

- **Prothonotary/Sheriff Department:** — (Erica Ernst/Jody Smith/Jason Vioral)
  - Prothonotary/Sheriff Software Integration —  
Total Project Cost: — \$38,000.00

Eric Ernst explained that this project would consolidate data between the two offices. No general fund dollars will come from the General fund.

- **ERP:** — (Bob Dagrosa/Beth Chornak)
  - Kronos – County Wide — Total Project Cost: — \$403,860.40

Bob Dagrosa updated the Board on the Kronos timekeeping project, explaining the implementation of all county employees having access to time keeping electronically. November 24, 2017 is the deadline for these prices. Return on investment is 3 to 5 years.

**Commission for Women Appointment:** Sandy Moyle stated that the Cumberland County Commission for Women Recommends the Appointment of the Following Individual:

- **Kathie Cashion** — Appointment for a Three (3) Year Term Effective: — October 24, 2017 and Expiring: — October 23, 2020 — Approval will be on Monday, October 23, 2017.

## **Commissioners' Liaison Reports**

### **Commissioner DiFilippo**

#### **Western Cumberland Council of Government:**

- Markus McKnight – Is a voting representative for South Newtown Township
- Dickinson – passed budget and making changes on their map
- Newville Borough Halloween parade October 30th
- North Newton Township hosted the Association of Township Officials event
- Penn Township Planning Commission recommended to their Board to deny the injection wells on the new warehouse proposal
- West Pennsboro decision soon on Allen Distribution warehouse

**SAARA Summit:** Held October 16<sup>th</sup> and hosted by Local the Emergency Planning Commission at the Carlisle Fire and Rescue Company.

**Planning Outreach:** - Held, Tuesday October 17<sup>th</sup>.

- Planning Department offers Land Development process to municipalities
- Land Partnership grant approved.
- Video on Farmland was presented.
- Mary Kuna gave a presentation regarding Tourisms grants and loans.
- Conservation District update on building permits.
- Recycling update and a tire-recycling event on October 21<sup>st</sup>.
- Vector Control update regarding mosquitos and the bat population.

### **Commissioner Hertzler**

**Affordable Housing Trust Fund Board:** Met October 10<sup>th</sup>.

- The 2018 Budget - \$205,000 with a \$10,500 increase for loan repayment was voted on by the Board.
- Homebuyer Assistance Program is celebrating their 20<sup>th</sup> this year. 673 families have been able to purchase a first home.

**Ag Land Preservation:** Met Wednesday, October 11, 2017. No quorum, but may convene a special meeting in the near future.

**Reform Redistricting Forum:** Held October 12, 2017 at Dickinson College regarding reform of the states congressional and state legislative redistricting process. Mark Keller has joined in co-sponsoring the House version of the reform.

**Craighead Bridge Event:** Friday, October 13, 2017. The County transferred ownership of the 118 year old bridge to Workin Bridges, which saves the bridge from being demolished.

**Capital Region Council of Governments:** Met October 16<sup>th</sup>. Discussion was held regarding a state supreme court ruling involving volunteer firefighters in the Borough of Emmaus who have been receiving stipends for their services.

**Commissioner Eichelberger**

Western COG question regarding a solicitor as a voting member. Solicitor Brenneman stated it is unusual.

**Hampden Township Business Breakfast:** Held Thursday, October 12, 2017.

**MH/IDD:** Received block grant allocation letter for Cumberland/Perry County. They are still waiting on the mou for the Project Search Program. Community living waiver is available starting in January 2018 with a total of \$70,000.

**Planning Commission:** Met this morning. The monthly dashboard will be provided to the Board.

**Recycling & Waste Authority:** Tire recycling event this weekend October 21, 2017. Recycling center update will be forwarded to the Board. Tube TVs are still the largest collected item of weight is 64%, then the flat screen TV's. Transactions have shown a decline in daily customers, July – 89/day, August - 65/day, September - 46/day, October – 42/day.

Commissioner Hertzler mentioned the pounds collected so far this year was anticipated to be a year total; however, the have reached that total within two months.

**Commission for Women:** Sandy Moyle – They met on October 12, 2017 at the Carlisle YWCA. They discussed the September 27<sup>th</sup> Bullying forum that was held at Dickinson College. Approximately 60 people attended. A Spring 2018 event is being coordinated regarding Financial Resource Workshop for single women and a Fall 2018 event will focus on women caring for their children and aging parents. 2018 meeting dates are scheduled for January 11, April 12, July 12, and October 11.

**Report of Executive Sessions:** October 9, 2017 @ 11:30 a.m. and 2:45 p.m.; October 10, 2017 @ 8:00 a.m.; October 13, 2017 @ 9:30 a.m. Re: Personnel; October 9 @ 3:00 p.m. Re: Purchase Property.

**Request for an Executive Session:** Acting Chief Clerk, Sandy Moyle 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