



MINUTES

Cumberland County Commissioners' Workshop Meeting

January 25, 2018 – 9:00 A.M.
Commissioners' Hearing Room
Courthouse, Carlisle, PA

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

Board of Commissioners Present: Commissioners Vincent 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: Dana Best, Finance; Rachel Bryson, Communications; Mary Brokans, Controllers; Robert Ritter, Claremont Nursing and Rehabilitation Center; Skip Ebert, Susan Wingert, Eric Radnovich, District Attorney's Office; John Lopp, Facilities; Earl Reitz, Prison; Rebekah Finkey, CJP/IPP.

VTC: Kirk Stoner, Planning; Christine Bowden, Aging and Community Services.

Others Present: Tom Flower, Barbara Forary, Friends of Claremont Board members

Outside Agencies: None

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

Resolution 2018-4 Re: Transportation Funds: Kirk Stoner reviewed the resolution Re: Authorizing the Execution of Agreements with the Department of Transportation for Acceptance of Transportation Funds. This resolution is to give signatory authority to sign Federal Aide agreements by using the PennDOT Management ECMS System. The Board will need to approve all agreements prior to the electronic signature.

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

- I. *** Existing Contracts, Contract Extensions or Addenda with No Additional Cost or Increase to the County:**
 - a. **Children & Youth Agreement:**
 - Community Specialists Corporation d/b/a The Academy
 - b. **Criminal Justice Planning & IP Programs Grant:**
 - Grant Award for "Opioid Intervention Court" from - PCCD Amount: — \$150,000.00
 - c. **Facilities Agreement:**
 - Pure Water Technology
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II. * *New Contracts, Vendors, Services, Grants and Contracts with Increases/Decreases to the County:*

- a. **Aging and Community Services Agreement:** — (Christine Bowden) - vtc
 - Center for Independent Living Central PA – Low income residents ages 60 – 64 - \$25,000 grant
- b. **Claremont Nursing and Rehabilitation Center Agreement:** — (Bob Ritter)
 - Nursing Facility Admissions Agreements – Compliance for State Regulations
- c. **District Attorney's Office Grant:** — (Skip Ebert)
 - Insurance Fraud Prevention Authority — Grant Amount: — \$492,386.93 – No County match required.
- d. **Facilities Agreement:** — (John Lopp)
 - South Jersey Energy – Transportation/Natural Gas
- e. **Prison Agreement:** — (Earl Reitz)
 - PA Chiefs of Police Association – Maintenance on LiveScan at Central Booking – \$13,221.00

Authorize Advertising for the following: John Lopp reviewed the following items to advertise for RFP's.

- Installation of Bullet Proof Glass at the Prison – For the administrative area
- Refuse Removal for County Buildings
- Replacement of the Rubber Roof at the Human Services Building – Bell Tower roof needs replaced due to age.

Capital Project Requests:

- **Facilities Department:** — (John Lopp)
 - New Courthouse Onan 125 Watt Diesel Emergency Generator
— Total Project Cost: — \$100,000.00 John explained it is a 1978 model - obsolete parts. The company that inspects has issues finding parts.
 - New Courthouse 5th Floor Cooling Unit — Total Project Cost: — \$50,000.00 John explained there is not enough cooling to compensate for more use.
 - MEC Controllers for HVAC Equipment – County Buildings
— Total Project Cost: — \$50,000.00 John explained this is the main part of the system that need replaced.
- **Prison Department:** — (Earl Reitz)
 - New Vehicle - F350 4X4 Truck with Plow Attachment
— Total Project Cost: — \$45,000.00 Earl Reitz explained the replacement of the 1995 pickup truck. Commissary funds will be used.
- **District Attorney's Office/Criminal Investigation Division:** — (Eric Radnovich)
 - New Vehicle with Required Equipment — Total Project Cost: — \$39,705.00
Eric Radnovich reviewed the specs.
- **District Attorney's Office/Bureau of Justice Services:** — (Eric Radnovich)
 - New Vehicle with Required Equipment — Total Project Cost: — \$41,781.00
Eric Radnovich reviewed the specs.

Commissioners' Liaison Reports

Commissioner DiFilippo

Library System Board:

- Appointments to the Board: Paul Fisher – President, Dr. Gould – Vice-President, Jonathan Williams – Treasurer
- Computer services staff is working on the phone messaging system
- Four Library staff met with Dauphin County Library System, Middletown Library, and Hershey Public Library, under the umbrella of the Capital Area Library District to consider

feasibility of shared search for new and combined integrated Library System software to replace the sierra package.

- They received an official notice from the County that their lease will be terminated the end of 2019.
- Received a donation of \$2,500 to purchase Learning Process, which is a database that supports GED, SAT, and A/P courses.
- Received a \$500 grant for the purchase of Kindle and similar devices.
- Official orientation was given to the new employee who is the Fund Raising and Grant Coordinator.
- Betty Luzari who worked 12 years in the cataloging department is retiring next month.
- Adult Outreach Coordinator – three candidates have been interviewed and the hiring process will be completed soon.

Aging & Community Services meeting: Met on Friday, January 19th.

- PFR update - Mr. Moore reported on the 2016/2017 year end comparisons:
- 2016 541 2017 730 – 35% increase
- Homing Community Based Services: 2016 – 200 new / lost 151 – 2017 192 new / lost 175
- Aging Waiver Program: 2016 – 48 new / lost 58 - 2017 43 new / lost 42
- Budget update – building expenses have decreased by 7%. Computer equipment cost increased.
- Deb Micklo will be moving into supervising the Apprise Program
- Board reorganization – John Seaton – Chairman, Betty Magaro – Vice-Chairman, Mary Bloom – Secretary. Jerry Brown headed the meeting.
- Holly Wise is Chair person is on the Council of Aging

Press Conference: I am the Solution Campaign kick-off. Cumberland and Perry County coordinated the event along with the County's Communication department.

CAPCOG: Attended the Annual Dinner on Monday, January 15th.

Commissioner Hertzler

Conservation District Board:

- Wilbur Wolf was re-elected as Chairman and Duff George was re-elected as Vice-Chairman.
- The Financial report for 2017 shows \$8,000 reduction of use of County general fund, due to receiving other revenue sources and fees.
- The Board supports recommendation to create an Assistant Manager position and to hire within. This position would oversee the NPDES permitting and additional salary would be covered by the Clean Water Fund.
- The 2018 calendar shows Manure Best Practices Workshops and will be locating the workshop throughout the farming community, particularly in the plain sect farming area.
- The 2017 Annual Report is available and will be added to the County's website.

Commissioner Eichelberger

MH/IDD: Met Thursday, January 18th.

- A Quality Management Plan for IDD was provided that shows organized goals and drafts of accomplishments and measures what they are doing.
- New Community Living waiver was in effect the first of January 2018. There is a cap of \$70,000 for promoting independent living in the community. This is for 1000 individuals across the State and 14 waivers were received for our Cumberland/Perry MH/IDD.
- Project Search – 7 individuals applied and 5 are continuing. They first attended classes to prepare for the workforce. The job coaches are now working with the individuals in County Departments.

Planning Commission: Met Thursday, January 18th.

- The Dashboard is available.
- The Planning retreat is in the works for this year to set a good direction in development.

Recycling & Waste Authority:

- The Electronics Recycling Center has been slower in January, averaging approximately 2,100 lbs. per day that they are open, which may be due to the colder weather. Saturday may bring higher weights. All looks good financially.
- The new compost turner will be delivered next week for the municipalities to use with the Yard Waste Program.
- The 2018 Household Hazardous Waste Event is in the process of being finalized.

Economic Development Corporation: Domestic Castings is in the works. REC received \$2.9 million from the Commonwealth Financing Authority for the Tyco site. Commissioner Hertzler questioned the status of the workforce development. Commissioner Eichelberger stated they are working on that project.

Report of Executive Sessions: January 16, 2018 @ 2:30 p.m., January 18, 2018 @ 11:00 a.m., January 23, 2018 @ 1:00 p.m., January 24, 2018 @ 2:00 p.m. Re: Personnel; January 18, 2018 @ 10:30, January 23, 2018 @ 11:00 a.m. Re: Litigation

Request for an Executive Session: Acting Chief Clerk, Sandy Moyle requested an Executive Session Re: Personnel Issues.

Other Business:

- **The Friends of Claremont donating 138 folding chairs to Claremont Nursing & Rehabilitation Center for use of visitors in resident rooms:** Tom Flower, Esquire/Treasurer explained when there is a visitor at the nursing home there is no place for them to sit. Mr. Flower requested the Board approve the donation. Ms. Forney, Chairman, explained the need of chairs for visitors.
- **Revised Time and Resources Policy**
Commissioner DiFilippo explained based on conversations and proper direction, the Board will vote to amend the policy Monday January 29th. This policy is for elected officials and all employees hired on and after January 29, 2018. The November 21, 2017 policy continues to be in effect to all employees who have signed and acknowledged that policy as well as those have been notified to sign and acknowledged the November 21, 2017 policy that had not done so. Commissioner Hertzler mentioned that this is a technical change. Commissioner Eichelberger stated it is a mandatory policy for all employees.

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

Respectfully Submitted,

Jennifer Crum
Administrative Specialist