



MINUTES

Cumberland County Commissioners' Workshop Meeting

July 26, 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: Stephen A. Brayman, Chief Clerk; Sandy Moyle, Deputy Chief Clerk; Jennifer Crum, Administrative Specialist/Recording Secretary; Keith Brenneman, Solicitor.

Departments: Dana Best, Ron Snow, Finance; Ben Burner, Communications; Holly Sherman, Human Resources; Mary Brokans, Controllers; Lisa Reider, Children & Youth; Robin Tolan, MH/IDD; Kelly Hogarth, Jonathan Mays, District Attorney's/CID; Chuck Bear, Adult Probation; Melissa Calvanelli, Court Administrator; Ryan Simon, Drug & Alcohol; Beth Chornak, ERP; Brad King, CNRC .

VTC: Joan Crawl, Aging and Community Services; Melissa Smith; Kirk Stoner, Planning; Claudia Garner, Public Safety.

Others Present: None

Outside Agencies: Brad Remig, PFM; Donna Kreiser, McNeese, Wallace, and Nurick, LLC.

Media: None

Call to Order: Chief Clerk Stephen Brayman called the meeting to order at 9:00 a.m. and led the Pledge of Allegiance to the Flag.

Public Comment: None

Employee Recognition: Kelly Hogarth — On Behalf of the Board of Commissioners, Commissioner DiFilippo and Skip Ebert recognized Kelly Hogarth from District Attorney's Office/Criminal Investigation Division for 20 Years of Service.

Adoption of Ordinance No. 2018-5 Re: Authorized and Direct the Incurring of Non-Electoral Debt Through the Issuance of General Obligation Bonds (see attached) — Dana Best introduced everyone and explained the process for the Bond Auction that took place the day before at noon. Brad Remig and Donna Kreiser reviewed the bond document and highlighted on the higher bond amount, AAA bond rating, and the approximate \$750,000 net savings. Commissioner Eichelberger made a motion to approve Ordinance 2018-5. Commissioner Hertzler seconded the motion and the motion unanimously carried. ***Action Requested**

Budget Resolution 2018-20 Re: Budget Adjustment: Dana Best reviewed the budget resolution for the Conservation District increase \$30,000 (see attached).

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:* (see attached)
 - a. **Aging & Community Services Agreements:**
 - The Salvation Army Food Bank
 - The Nutrition Group d/b/a Pittsburgh Companies North Inc.
 - NHS Stevens Center d/b/a Merakey Stevens Center
 - CONTACT Helpline
 - Christian Life Assembly Food Bank
 - Medscope America Corporation
 - Menno Haven Inc.
 - Language Line Services
 - Menno Haven Inc. (Branch Creek Place, Shippensburg)
 - b. **Children & Youth Agreements:**
 - Justice Works Youth Care Corporation
 - Dr. Rocco Manfredi
 - The IMPACT Project, Inc.
 - c. **Claremont Nursing and Rehabilitation Center Agreement:**
 - WL Schneider
 - d. **Drug & Alcohol Agreements:**
 - Penn Foundation
 - Geisinger – Holy Spirit Hospital
- II. * *New Contracts, Vendors, Services, Grants and Contracts with Increases/Decreases to the County:* (see attached)
 - a. **Aging & Community Services Agreements:** — (Joan Crowl) - vtc
 - Franklin County Area Agency on Aging
 - Penncares Support Services
 - Perry County Area on Agency on Aging
 - Adams County Area on Aging on Aging
 - Center for Independent Living of Central PA
 - b. **Adult Probation Grant:** — (Chuck Bear)
 - Grant-In-Aid — Amount — \$210,000.00 Continuation
 - c. **Children & Youth Agreement:** — (Lisa Reider)
 - Hempfield Behavioral Health, Inc. – ST and Interpreter services
 - Children’s Resource Center – Medical exams on child abuse cases - Increase
 - Pennsylvania Children and Youth Association (PCYA) – MOU with CCAP
 - d. **Claremont Nursing and Rehabilitation Center Agreements:** — (Melissa Smith) - vtc
 - Daniels Shapemart Inc – Melissa requested this agreement be removed due to receiving a lower price. New paperwork will be submitted.
 - KCI – Rental - Increase
 - Pacific Health – Temp Agency for Nursing staff
 - e. **Communications Agreement:** — (Keith Brenneman)
 - Carolyn Seibert-Drager - \$25/Hr - \$6,000 maximum
 - f. **Court Administrator Agreement:** — (Melissa Calvinelli)
 - Bosler Memorial Library – Based on actual costs
 - g. **Drug and Alcohol Agreements:** — (Ryan Simon)
 - Discovery House CC, LLC – MAT providers
 - Bowling Green Inn, Brandywine – Inpatient – Increase
 - Center for Behavioral Health HA, LLC, d/b/a Discovery House – MAT providers
 - Gaudenzia, Inc – Outpatient – Increase
 - UHS of PA Inc – Roxbury Treatment Center – outpatient – increase

- h. **ERP Agreement:** — (Beth Chornak)
 - Business Software, Inc. – Maintenance agreement for payroll taxes – Increase
- i. **Finance Agreement:** — (Ron Snow) **Action Requested*
 - PFM, LLC – to set up Escrow Account
Commissioner Eichelberger made a motion to accept the PFM, LLC agreement.
Commissioner Hertzler seconded the motion and the motion unanimously carried.
- j. **IMTO Grant:** — (Mark Adams)
 - Pennsylvania Historical & Museum Commission (PHMC) Grant – Amount - \$15,000
– Records Care Grant – 2 year program to inventory and clean documents from yrs. 1761 - 1776
- k. **MH/IDD Agreement:** — (Robin Tolan)
 - Early Intervention FY 2018-2019 - Decreases
 - Early Intervention Specialists, Inc.
 - Mattiko Pediatric Therapies, LLC
 - Shannon Sweeney, PT
 - UPMC Pinnacle Hospitals, Pinnacle Health Infant Development Program
 - International Corporate Training & Marketing LLC
 - Stacey Foremen, MS, CCC-SLP
 - Early Intervention FY 2017-2018 - Increases
 - Advanta Therapy, LLC
 - Pediatric Specialists of South Central PA, LLC
 - Mental Health FY 2017-2018
 - Cumberland County Prison

Orrs Bridge Utility Agreement — Kirk Stoner reviewed the utility agreement for Orrs Bridge with PPL and Verizon and is requesting approval today. Commissioner Eichelberger made a motion to approve the Orrs bridge utility agreement. Commissioner Hertzler seconded the motion and the motion carried.
**Action Requested*

MOU with Hampden Township Sewer Authority for the Orrs Bridge Project: (see attached) Kirk Stoner reviewed the MOU explaining that a sewer line crosses the bridge. Commissioner Hertzler made a motion to approve the MOU. Commissioner Eichelberger seconded the motion and the motion unanimously carried. **Action Requested*

Donations for the 2018 LEPC SARA Summit: Claudia Garner provided an update on the additional donations.

- ACE Drone Services LLC - \$250.00
- Classic Dry Cleaners and Laundromats - \$250.00

Capital Project Requests:

- **Claremont Nursing and Rehabilitation Center** — (Brad King)
 - Curtains for Hallways/Common Areas — Total Project Cost: — \$16,005.65

Brad explained the need for the curtain replacement.

- Replacement of Double Combi Oven for Dining Services — Approximate Project Cost: — \$40,000.00

Brad explained the need for the ovens since no replacement parts are available. Commissioner Hertzler made a motion to replace the oven. Commissioner Eichelberger seconded the motion and the motion unanimously carried.

- **Court Administrator Office** — (Melissa Calvanelli)
 - Divorce Master's Office – Security Upgrades & Carpet — Total Project Cost: — \$16,660.53

Melissa explained the upgrades. There is no security area and the carpet needs replaced. AOPC will refund \$9,600 of the security upgrades after the renovations.

Commissioners' Liaison Reports

Commissioner DiFilippo:

LEPC: Met on July 12.

- Reimbursement payments were received from D.M. Bowman regarding the April 23 HazMat Response from I-81 in South Middleton Township
- Hazards Operations Team Incident update – There were 24
- 706 man hours for Training
- Participated in touring the ADM Milling Facility
- SARA Summit will be held October 23 at AHEC in Carlisle with sponsors and exhibits
- There is a vacancy on the Committee

Library System Board: Met July 16

- 2017 Audit was complete with no inconsistencies
- Website changes to make it more secure
- Collection Services initiated a clean-up project
- Fund Raising and Grants Coordinator set up 4 webinars
- Info Tech Coordinator - \$56,000 for 2018/2019 funding = 57% discount from Comcast for fiber data lines
- Legislative Breakfast on October 31st at Bosler Library
- Future task group – a Press Release went out to all municipalities and resumes are being received
- Library System Moving – two potential locations in Silver Spring Twp

Commissioner Hertzler:

CapCog: Monday July 23

- A presentation was provided by McMahon Transportation Engineers on autonomous vehicles.
- Commissioner Hertzler gave a COG update on efforts with Hats regarding moving forward on capacity expansion on I-81
- Pilot program for municipalities on the West Shore to create a Surge Team due to lack of volunteer responders during various times of day.

Housing and Redevelopment Authority: Thursday July 19

- Reorganization to re-elect their existing Officers
- Housing Choice Voucher Program had 10 additional families, for a total 1,192
- Received a \$5,000 Grant from the Partnership for Better Health
- Housing Authority staff and Aging & Community services met to discuss improving communications in Housing Services.

International Fellows Visit: Friday July 20

- Welcomed the 76 Officers from Carlisle Barracks International Fellows from 73 Countries and provided an overview of State and Local Government structure

Conservation District Board: Met Tuesday evening

- Audit was performed for 2017 and report finds that financials are good
- Nitrogen test program - 35% of corn fields tested this year were recommended to add nitrogen
- Annual Tree Sale, since year 2000 they sold 264,841 seedlings for planting within the County

Commissioner Eichelberger:

Economic Development Corporation - Real Estate collaborative: A meeting is scheduled to discuss staff reorganization.

Recycling & Waste Authority: Monday July 16

- It is the 1-Year Anniversary for Electronics Recycling Center
- The Fee and capital costs was discussed. Fee discussion resulted in not changing the fee
- There were unanticipated cost related to a credit card issue
- Trends continue with TV's being the most collected item and the center stays popular with residents
- There have been articles regarding restrictions of recycling items

Planning Commission:

- The monthly score card is available.
- Searching for applicants to fill vacant seats – 11 applicants so far.

MH/IDD: They are in the process of searching for a new Director.

Report of Executive Session: July 18, 2018 @ 10:00 a.m., Re: Personnel

Executive Session: Chief Clerk Brayman requested an Executive Session Re: Personnel Issues

Other Business:

Bid Opening for Debris Removal from County bridges: Kirk Stoner reviewed the bid opening results.

NuPump Corporation - \$271,000

Fares Farhat General Construction, LLC - \$62,962.84

Recommendation is to award the contract to Fares Farhat General Construction, LLC in the amount of \$62,962.00.

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

Respectfully Submitted,

Jennifer Crum,
Administrative Specialist