



MINUTES

Cumberland County Commissioners' Workshop Meeting

January 24, 2019 – 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 were present.

Quorum: Yes

Staff Present: Sandy Moyle, Chief Clerk; Florence Ford, Deputy Chief Clerk; Theresa Kissinger, Administrative Technician/Recording Secretary; Keith Brenneman, Solicitor were present.

Departments: Lisa Verdekal, Skip Ebert, Adrienne Vaughn, Shelly Farmery, Sarah Junkins, Katie Parson, Lori Horn, Michelle Sibert, District Attorney; Charles Hall, Coroners'; Lisa Reider, Children & Youth; Ryan Simon, Drug & Alcohol; Linda McCulloch, MH/IDD; Earl Reitz, Travis Shenk, Prison; Lynn Grew, Bob Dagrosa, Controllers; Holly Sherman, Human Resources; John Lopp, Facilities; Samantha Krepps, Communications; Melissa Smith, Claremont Nursing and Rehabilitation Center; Carolyn Blatchley, Library Systems; Mark Adams, IMTO; Kirk Stoner, Planning.

VTC: Claudia Garner, Public Safety.

Outside Agencies: Jeff Kelly, Citizen; Zach Hoopes, The Sentinel.

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

Public Comment: None

Recognition of Jeff Kelly for 33 Years of Dedicated Service to Cumberland County: The Board of Commissioners recognized Jeff Kelly for his thirty three years of dedicated service to Cumberland County.

Employee Recognition: Lisa Verdekal (District Attorney) — 25 Years of Service — On behalf of the Board of Commissioners, Commissioner DiFilippo recognized Lisa Verdekal for her years of service with the County.

Resolution 2019-7 Amending Resolution 2017-7 By Revising the Coroner's Fees for Cremation Authorization Late Fees: Charles Hall stated this is an amendment to Resolution 2017-7; Governor Wolfe signed Act 54 which set the fees the office is allowed to charge for reports. He asked for the approval of the Resolution so the Coroner's Office is allowed to charge fee's set by statue.

Contracts/Grants: — (Sandy Moyle)

- I. * [Existing Contracts, Contract Extensions or Addenda with No Additional Cost or Increase to the County:](#)

- a. **Aging & Community Services Agreement:**
 - PA Department of Human Services Office of Long Term Living — Addendum
 - b. **IMTO/Archives Grant:**
 - Pennsylvania Historical & Museum Commission (PHMC)
 - c. **MH/IDD Agreements:**
 - Intellectual and Developmental Disabilities FY 2018-2019
 - PA Department of Human Services
 - Mental Health / FY 2019-2020
 - Danville State Hospital
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II. * **New Contracts, Vendors, Services, Grants and Contracts with Increases/Decreases to the County:**

- a. **Children & Youth Agreement:** — (Lisa Reider)
 - The Devereux Foundation
 - b. **Claremont Nursing & Rehabilitation Center Agreement:** — (Melissa Smith)
 - Healthcare Academy — this is a web Based Health Care Educational Service which will allow us to track certification programs required for each employee. It will also allow us to create our own training programs. Commissioner DiFilippo asked what the benefit of this program would be. Everything is done manually now; this will allow us to keep better track of each employee. Holly Sherman said this would be good because when the Department of Health comes in for survey, right now we pulling files. Mark Adams said he has an issue with the software and what is going on the website. He said that none of this came through IMTO. This is a three year contract. The Commissioners asked Claremont Nursing & IMTO to get together and discuss concerns with this contract.
 - Encore — New Provider
 - c. **Drug & Alcohol Agreement:** — (Ryan Simon)
 - UHS of PA Inc. – Roxbury Treatment Center — Outpatient Services
 - d. **MH/IDD Agreements:** — (Linda McCulloch)
 - Early Intervention FY 2018-2019
 - Kimberly Snowden, MS, CCC-SLP — Addendum — Increase
 - Geneva Worldwide Inc. — Addendum — Increase — Language Interpretation
 - Early Intervention Specialists Inc. — Addendum
 - Intellectual and Developmental Disabilities FY 2018-2019
 - Living Unlimited Inc. — Addendum
 - e. **Prison Agreement:** — (Travis Shenk)
 - PA Chief of Police Association — Annual Agreement — Covers the maintenance of the Livescan/CPIN
 - f. **Public Safety Agreement:** — (Claudia Garner) - vtc
 - SSC Consulting — Consulting and Project Management Services related to the P25 Public Safety Radio Project for a not-to-exceed price of \$523,962.00
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Discussion of Authorization to Change the County’s 457B Deferred Compensation Plan to ICMA-RC, based on the recommendation of the Cumberland County Retirement Board and utilizing Marquette Associates for implementation services: Bob Dargosa stated that the Retirement Board and the Board of Commissioners came to an agreement that the Retirement Board would make decisions on the 457B Deferred Compensation Plan. We have utilized Marquette Associates to analyze our RFP results. On January 14, 2019, the Retirement Board had three companies come and give presentations on their 457B Plans. The Retirement Board concluded that IMCA-RC become the Counties 457B Deferred Compensation Plan provider. Bob stated that their competitive fee structure, technological and educational approach would be beneficial for us and the employees.

Discussion of Acknowledgment of recommendation of the Cumberland County Retirement Board to request an agreement for services from Marquette Associates to provide Fiduciary Services to the County for the County 457B Deferred Compensation Plan: Bob said the Retirement Board made a recommendation to the Board of Commissioners that Marquette Associates be utilized to provide Fiduciary Services to the County's 457B Plan and assisting the Board of Commissioners with a high level of oversight into the plan.

Discussion and Authorization to distribute 457B Deferred Compensation Plan change memo to all County employees and former employee Plan participants: Commissioner DiFilippo: *Action Requested Bob Dagrosa said the Retirement Board is also recommending to the Board that an informational letter be sent out to employees and former employee that are participating in the Plan. Commissioner Eichelberger made a motion to approve authorization to distribute 457B Deferred Compensation Plan change memo. Commissioner Hertzler seconded the motion and it unanimously carried.

Capital Project Requests:

- **Facilities** — (John Lopp)
 - Barn Painting Project — 1001 Claremont Road — Total Cost — \$65,000.00
 - Barn Paving Project — 1001 Claremont Road — Total Cost — \$55,000.00
 - Old Courthouse Bell Tower Support Replacement — Total Project Cost — \$85,000.00
 - Old Jail – Glass Atrium Replace & Roof Coating — Total Project Cost — \$40,000.00
 - 1615 Ritner -Phase 2 of Software Installation, Exterior Sign and Paving — \$60,000.00

Commissioner DiFilippo asked if all these Project Requests were all estimated costs or have they been bid on. John Lopp said that these are estimated costs. Commissioner Eichelberger asked if there has been anything like a naming regimen since we have two County buildings side-by-side. We are detailing each building sign with each Department that is in each building.

- **Liquid Fuels**
 - Orrs Bridge Replacement — Total Project Cost — \$7,500,000.00

Cumberland County Commission for Women Appointment Recommendations of the Following Individuals: Sandy Moyle discussed the appointment recommendations of the following individuals. Commissioner Hertzler asked how many members are they up to. Sandy stated if these two members are approved we will have fifteen members.

- **Jennifer Haggerty** and **Shelly Capozzi** Appointment Recommendations are for a Three (3) Year Term, Effective: — January 28, 2019 and Expiring: — January 27, 2022.

Commissioners' Liaison Reports

Commissioner DiFilippo

Local Emergency Planning Committee — Met Thursday, January 10, 2019

- Calendar year 2018 there were forty-one (41) Hazmat incidents which totaled 267 man-hours, majority of the incidents were hydrocarbon spills.
- Training team had 1100 total training hours with an average of 43 hours per member.
- Public Safety is holding a symposium on Saturday, January 26th everyone is welcome. There will be a meet and greet with Public Safety staff. Review of the Communication Manual and who does what and also information on Special Teams.
- LEPC Bylaws are revised and approved at the meeting on January 10th.
- Planning for the 2019 SARRA Summit has been started and Taylor Griffith will be committee chairman for 2019.
- PEMA's Reappointment Certificates were presented to myself, Megan Silverstrim, Steve Spangler and Jim Stickney.

- Chris Shultz from the American Red Cross will be serving as a community group representative there has been an opening for some time.
- Elections were held for the LEPC – Steve Spangler was nominated for Chairman and he accepted and Taylor Griffith accepted the title of Vice-Chairman.

Western COG — Met Monday, January 14, 2019

- The Big Spring School District will be sending out bids for the second phase of renovations which will include Oak Flat Elementary, Mt. Rock Elementary, the Middle School and High School. They hope to award the project in February and begin construction in the Spring of this year.
- Dickinson Township have completed their Zoning Ordinance updates and moving on to their sub-division and Land Development Ordinance.
- Lower Frankford Township is finishing up their Zoning Ordinance update also.
- Newburg Borough it was reported the borough is looking for a new Tax Collector.
- Penn Township the Bridge development Project on the property has been shut down for the winter; a new sink hole has been discovered.

Junior Leadership Group — all three of the Commissioner's attended the January 16, 2019, Junior Leadership Group over at the Old Courthouse.

Winding Creek Elementary School — all three of the Commissioner's also visited the Winding Creek Elementary School on Tuesday, January 22nd this is the newest school for Cumberland Valley Christian School. We were very impressed with the tour of the school.

TOMS Court Graduation — I attended the TOMS Ceremony on Thursday, January 17th. And I also attended the Martin Luther King event on Sunday.

Commissioner Hertzler

Housing and Redevelopment Authority Board — Met Thursday, January 17, 2019

The topic of discussion was the pending impact that the partial federal government shutdown will have on many of the programs. No one is at the regional field office of the Department of Housing and Urban Development in Philadelphia. Funding for the programs such as voucher assistance that helps pay the rent for more than 1,200 families in the county and subsidy for public housing for families and seniors will be available through February. There is no word on what will happen if the shutdown continues. The County's Housing Authority distributes some \$550,000 each month in voucher payments to landlords who participate in the voucher program. Landlords rely on the payments to pay mortgages, utilities, staff and property upkeep. The Housing Authority has sent letter to its landlord partners requesting their patience and understanding during this unfortunate period.

Operating subsidy for the County's public and senior housing will end next month. In addition, renewal grants for support services for assistance to homeless individuals and families are also affected. Those grants total more than \$1 million dollars to Cumberland County annually. The current grant expires February 1, 2019.

If my colleagues are in agreement I would like us to communicate to our Federal Representatives, our two Congressmen, our two United States Senators and the President the pending impact a continuation of the shutdown could have on some of our County's neediest citizens to have a roof over their heads for the rest of the winter. It is time for those who represent us at the federal level end the shutdown that poses a risk to our citizens well beyond the payless paydays for government workers and government contractors and their employees.

Aging Advisory Board — Met Friday, January 18, 2019

- There were reports from our Senior Center that there is a range of activities and functions for our older citizens to participate in.
- Betty Magaro was unanimously elected as the new Chairman and Skip Magaro was elected Vice-Chairman of the Aging Advisory Board.

- The Office of Aging is working with the District Attorney's Office to establish an elder abuse task force.
- The Office of Aging and the volunteers of the Apprise Program have helped more than 764 County citizens navigate the choices during the Medicare Open Enrollment this past year.
- Monthly meetings are underway for a caregivers support program, and participation is open to family members and caregivers of all ages to learn and share information on programs that are available to help with in-home care for aging adults.
- There are rumors the administration may try again with the Governor's upcoming budget proposal to consolidate the small and relatively inexpensive state Department of Aging within a huge state Department of Human Services and our seniors are concerned about that proposal. The Department of Aging was created 40 years ago in part to ensure that our older citizen's today's fastest growing segment of our population have a seat at the table in deciding what's best for them instead of somebody deciding it for them.

Conservation District Board — Met Tuesday, January 22, 2019

- The Board met to hear annual reports from both staff and cooperating agencies, unfortunately the first time the Board met without its leader of 24 years, our departed friend Wilbur Wolf.
- Wilbur Wolf passed away January 4, 2019 as a result of a tragic accident on his farm. He was remembered for what he has done in service to our county, as a member of the Conservation District Board for nearly 30 years and his dedicated leadership in the interest of protecting our county's water and natural resources. Wilbur's daughter attended the meeting and I thanked her for sharing Wilbur with us for so many years.
- With his seat as chairman vacant member Duff George was elected chairman and member Glenn Kimmel was elected Vice-Chairman.
- The Conservation District Board authorized the award of three \$500 scholarships to Cumberland County students who are attending college and studying fields ranging from landscape, contracting, wildlife conservation, and community environment and development. These are the first of the scholarships to be awarded this year from profits from the districts golf outing and tree seedling sales.
- In an annual report from staff, it was disclosed that the amount of County subsidy required to support the Conservation District has shrunk by about half from 2019 to this past year. Although the work of the district staff is going up the cost to the county is going down because of the permit review and other fee revenues and grants the district has collected.
- The Conservation District staff have inspected 99 farms as part of the effort to ensure the best management practices are in place as part of the County's effort toward improving the quality of the Chesapeake Bay. The majority of the farms are in full compliance with regulations and a few that are not are moving toward compliance.
- Concern was voiced at the meeting over another unfunded mandate by the state to require the counties to complete certain federal reporting requirements previously the responsibility of the state Department of Environmental Protection.
- An announcement by our County's Agricultural extension that Cumberland County is sharing an \$111,000 growing greener grant for the development of a Master Watershed Steward Program.

Commissioner Eichelberger

Commissioner Eichelberger said that he has no objection to the Board sending correspondence regarding the shutdown issue. If we are going to address the correspondence to the President then we need to also address the House and Senate leadership who are half the problem.

Economic Development Corporation — a meeting was held last week and all three of us attended the meeting.

Planning Commission — we are looking at doing a housing affordability analysis. This is being done in cooperation with our Planning Department, CAEDC and the Housing and Redevelopment Authority. Kirk

sent an update that all parties have met to discuss the scope of work involved and what type of analysis that is needed.

Recycling & Waste Authority — Met Tuesday, January 22, 2019

There was discussion on the current Recycling Contract which will be coming due later in the spring. They are offering to extend the contract for another year same terms and conditions. Conclusion was we have a good deal and the prospects of getting a better deal not considered very good. Authority recommended that we keep the same vendor and contract. The Authority will be bringing us a more formalized recommendation at the next Workshop Meeting. Current contract is good to the end of April.

There has been a lot of discussion regarding the yard waste recycling. There will be more information going forward on that. We did get the 902 Grant that allowed for the new equipment purchase. There have been a number of issues in regards to the maintenance and upkeep and how much municipalities are paying. We had a presentation from Justin and Kirk regarding the possibility of taking the household hazard waste event driven program and making that an ongoing program like e-recycling.

CAEDC - The search continues for the CEO. There was discussion at the Board Meeting. We had interviews and beginning to do the second round of interviews. We do have some candidates to work with and the organization is continuing to do business. The Founder's breakfast will be coming up for members.

CCAP Academy Committee Conference — is tomorrow if anything comes out of that I will let you know.

Sandy Moyle

Cumberland County Commission for Women — Met Thursday, January 10, 2019

- Elected officers for 2019
- Discussed the general information details and speakers for the March 26, 2019, Sandwich Generation Caring for caregiver program that will be held at Messiah Lifeway.
- Plan to hold a part two program in the fall of 2019, focusing on Grandparents caring for children, grandchildren of opioid addicted parents. This is just in discussion stages and has not been finalized.
- Talked about the Lyme Disease Program that is being planned for April 30, 2019.
- They would like to talk about volunteering opportunities at some upcoming non-profit events and programs with local organizations. During the meeting there was addition of two members for recommendation to join the Commission for Women. There was an additional guest her name was Eli Parks she is from Carlisle and would like to apply for a membership on the Cumberland County Commission for Women.
- With the addition of the two new members we did have a resignation, Kathy Caushion she was leaving because she had to focus on other things. With the two new people if approved on Monday, we will have 15 members total.
- Next informal meeting is scheduled for Tuesday, January 29, 2019 at 6 p.m. at that meeting they plan to work on the March 26th event format and panelist questions.

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

Other Business:

Library System Lease Agreement/Pass-through Contract — (see attachment) Carolyn stated the property is located at 400 Bent Creek Blvd, Mechanicsburg. This was currently Pennsylvania School Board Association they have recently closed a department and that opened up space. In the lease, we are sited to rent 5,445 square feet of office space. There is an additional 700 of storage space. It is a ten year lease with a 1% increase each year in the rent. No security deposit is required and there are utility costs during the term we are paying rent. On the lease it does show the County as the tenant and assigned the space to the Cumberland County Library Systems. Jennifer Hipp, Assistant Solicitor drew up the Pass-through Agreement. Solicitor Breneman suggested that the Board condition their approval of the Lease on the approval of the Leased by the School Board Association.

Commissioner Hertzler made a motion to approve the cost and expense Pass-through Agreement.
Commissioner Eichelberger seconded the motion and it unanimously carried.
Commissioner Eichelberger made a motion to approve the Lease Agreement with the options.
Commissioner Hertzler seconded the motion and it unanimously carried.

Claremont Nursing and Rehabilitation Center – Compassionate Care Hospice Inc. — Melissa said that there is a resident at the Nursing Home that requires Hospice and the family specifically asked for Compassionate Care Hospice. She said that the Nursing Home had offered other Hospice providers that we have contracts with but they refused. We got notice of this on Tuesday, January 22nd and Solicitor Brenneman reviewed.

Commissioner Eichelberger made a motion to approve Compassionate Care Hospice Inc. Commissioner Hertzler seconded and it unanimously carried.

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

Respectfully Submitted,

Theresa Kissinger
Administrative Technician