



MINUTES

Cumberland County Commissioners' Workshop Meeting

December 12, 2019 – 9:00 A.M.
Commissioners' Hearing Room
Courthouse, Carlisle, PA

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

PUBLIC HEARING

RE: Cumberland County Housing and Redevelopment Authority ESG 2018 Amendment Request —
(Tim Whelan)

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

Quorum: Yes

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

Departments: Dan Osten, Veterans Affairs; Kirk Stoner, Planning; Carl Goshorn, Conservation District; Jaime Reiber, Children & Youth; Samantha Krepps, Ben Burner, Communications; Bethany Salzarulo, Bureau of Elections; Dana Best, Finance; Holly Sherman, Human Resources; Ryan Simon, Jack Carroll, Drug & Alcohol; Paul Polensky; Criminal Justice; Mary Brokans, Controller's Office; Jason Vioral, Sheriff's Office; Annie Strite, Robin Tolan, Sue Carbaugh, LouAnn Nickel, Trudy Kessler, MH/IDD

VTC: Claudia Garner, Public Safety; Melissa Smith, Claremont Nursing & Rehabilitation Center.

Outside Agencies: Tim Whelan, Rebecca Yearick, Chris Rafferty, Housing & Redevelopment Authorities; Scott Shewell, Safe Harbour.

Call to Order: Chief Clerk, Sandy Moyle called the meeting to order at 9:05 a.m. and led the Pledge of Allegiance to the Flag.

Public Comment: None

Employee Recognitions:

- **LouAnn Nickel** — (MH/IDD) — 30 Years of Service — On behalf of the Commissioners, Commissioner DiFilippo recognized Lou Ann Nickels for her 30 years of service to the county.

Affirm Approval of Letter dated December 9, 2019 to U.S. Department of Housing and Urban Development (HUD) Re: Timely Expenditures Requirements – CDBG Program: Sandy Moyle said that Tim Whelan was requested by the acting deputy of the grant program from HUD to prepare information of why there was the delay. Tim has responded and prepared the letter for the Commissioners signature, and was sent out December 10th. Sandy stated that she is requesting the Board of Commissioners to affirm approval of the letter.

Commissioner Hertzler approved the Letter dated December 9th to the U.S. Department of Housing and Urban Development Re: Timely Expenditures Requirement – CDBG Program. Commissioner Eichelberger seconded the motion and it unanimously carried.

Letter in Support for Dalicia Bakery: Rebecca Yearick said on November 19th the Board of Commissioners unanimously approved financing for Dalicia Bakery. This is just a letter of financial commitment with terms attached to letter for CAEDC.

Letter in Support for Veterans Transportation Program: Sandy Moyle said this is a non-profit organization through Rabbittransit and they are requesting additional funding to expand regional mobile services for veterans. **action requested*

Commissioner Hertzler made a motion to approve the Letter of Support for Veterans Transportation Program. Commissioner Eichelberger seconded the motion and it unanimously carried.

Resolution No. 2019-33 Re: ESG 2018 Amendment Request Authorization: Sandy Moyle asked if there were any further questions regarding the ESG 2018 Amendment Request Authorization.

Resolution No. 2019-32 Re: 2019 Budget Adjustment: Dana Best reviewed the Budget Adjustment for the Health Care Self Insurance (see attachment).

Contracts/Grants: — (Stacy Snyder)

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

- a. **Children and Youth Services:**
 - Bethany Home, Inc.
- b. **CNRC:**
 - PA Health and Wellness Inc. **action requested*

Commissioner Eichelberger made a motion to approve the PA Health and Wellness Inc. contract. Commissioner Hertzler seconded the motion and it unanimously carried.

- c. **Communications:**
 - Robin’s Nest Aviaries, Corp.
- d. **HR:**
 - Wellness at Work – Partnership for Better Health
- e. **Liquid Fuels/Finance:**
 - Kunkle Bridge Extension Request
 - Sample Bridge Extension Request
- f. **Treasurer’s Office:**
 - PA Game Commission

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

- a. **Bureau of Elections and Voter Registration:** - (Bethany Salzarulo)
 - Department of State GEMS Program — Voting machine funding
- b. **Children and Youth Services:** - (Jaime Reiber)
 - Clear Vision Residential Treatment Services, Inc.
 - The United Methodist Home for Children – Purchase of Services Agreement — 3% Increase
 - The United Methodist Home for Children – Professional Services Contract — Mileage increase
 - The Milton S. Hershey Medical Center — 2.53% Increase
 - The Devereux Foundation 3% increase — 3% to 7.34% increase

- c. **Clerk of Courts/Prothonotary:** - (Melissa Calvanelli)
 - Paperless Solutions, Inc. — Process filing enhancements
- d. **CNRC:** - (Melissa Smith) vtc
 - Pacific Health – Temp agency
- e. **Conservation District:** - (Carl Goshorn)
 - PA Assoc. of Conservation Districts — Grant total \$1,500.00 — Update Strategic Plan
- f. **Criminal Justice Services:** - (Paul Polensky)
 - Kennedy Addiction Recovery Center — Housing services for specialty courts participants
- g. **Drug and Alcohol:** - (Ryan Simon)
 - Geisinger – Holy Spirit Hospital
- h. **MDJ Sanderson:** - (Melissa Calvanelli)
 - Pitney Bowes — Mail stamp machine
- i. **MH.IDD:** - (Susan Carbaugh)
 - Early Intervention (FY 2019-2020)
 - United Cerebral Palsy of Central PA Inc. — Increase \$48,207
 - Building Blocks Therapy LLC increase — Increase \$44,802
 - Pediatric Therapy Specialists of South Central PA — Increase \$46,450
 - Behavior by Design — New provider \$5000
 - Intellectual and Developmental Disabilities (FY 2019-2020)
 - Susquehanna Software Inc. increase support — Increase \$3,250
 - Mental Health (FY 2019-2020)
 - Susquehanna Software Inc. — Increase \$9,500 — Maintenance and support
- j. **Planning Department:** - (Kirk Stoner)
 - Central PA Conservancy — Letort Spring Garden
- k. **Planning/Conservation:** - (Kirk Stoner)
 - DEP Grant ***action requested** – Hire a consultant — Watershed Improvement Plan

Commissioner Hertzler made a motion to approve the application for \$100,000 a year from the state over the next three to five years. Commissioner Eichelberger seconded the motion and it unanimously carried.

- l. **Prison/CNRC:** - (Holly Sherman)
 - CARC Six-Month Contract Extension — Chaplain services at the Prison and Nursing Home
- m. **Public Safety:** - (Claudia Garner) vtc
 - Navy Region Mid-Atlantic MOU — Re-routing of Navy 9-1-1 calls
- n. **Veterans Affairs:** - (Danny Osten)
 - PA DMVA

Presentation of Cumberland County Veterans Grant Changes Proposal: Dan Osten gave a power point presentation of the changes he proposes for the Cumberland County Veterans Grant (see attachment).

Authorization to advertise for Sample Bridge/Bid Schedule: Kirk Stoner reviewed the proposed bid schedule for the Sample Bridge replacement project.

MH/IDD Assisted Outpatient Legislation Opt-out: Robin Tolan explained they continue to utilize the original outpatient commitment process. The outpatient commitments are monitored by two adult case managers in our Base Service Units. Robin is requesting the Commissioners to approve the Assisted Outpatient Treatment Opt Out.

Capital Project Request:

- **Sheriff's Office** — (Sgt. Jason Vioral)
 - Replacement of Car #10 — Total Project Cost — \$54,611.64

Jason Vioral said car #10 was on the five year plan to be replaced next year; however the vehicle is no longer in service. The estimate to replace the engine in the vehicle is \$6,300.00 to \$7,300.00. They would prefer to replace the vehicle instead of replacing the engine since the vehicle is scheduled to be replaced in 2020. Jason also discussed engine hours versus mileage as the method to determine when vehicles should be replaced since they often leave the engine running.

Commissioner Eichelberger asked why the cars are kept running. Jason said if you turn the engine on and off with the equipment and everything else in the car it will drain the battery and there is extra wear and tear. Commissioner DiFilippo asked why not just replace the motor. Commissioner's suggested getting other quotes other than dealerships. The commissioners would like a review of policy regarding where to take vehicles when extensive work is required.

Drug and Alcohol Community Advisory Board Reappointment Recommendation: Jack Carroll reviewed the reappointment recommendation for the following individual:

- **Jennifer Zampogna** – Reappointment for a Three (3) Year Term, Effective — January 1, 2020 and Expiring — December 31, 2022

Agricultural Land Preservation Board Reappointment Recommendations: Commissioner Hertzler reviewed the reappointments for the following individuals:

- **Denny McCullough** — Reappointment for a Three (3) Year Term, Effective — January 1, 2020 and Expiring — December 31, 2022
- **Diane Stamy** — Reappointment for a Three (3) Year Term, Effective — January 1, 2020 and Expiring — December 31, 2022

Commissioners' Liaison Reports:

Commissioner DiFilippo

Western Council of Government: Met Monday, December 9th.

- Dickinson Township has had public hearings on the revision of their zoning map and subdivision land ordinance and will vote on this month.
- Mike Fry who is currently on the Western Council of Governments will be resigning at the end of the year, he was recognized.
- Shippensburg Borough has enforced a \$15 quarterly storm water fee per resident.
- Newville Borough's Christmas parade is Friday, December 13th.
- Most townships have announced their budgets have been passed.
- Shippensburg Township has some new businesses that are opening. Steve Oldt gave an update on the casino news. A number of traffic studies were completed and okay, but the gaming commission requires its own traffic study which was conducted by PennDOT. They requested the casino improve access in and off I-81.

Commissioner Hertzler

9-1-1 Advisory Board: Met Thursday, December 5th.

- I attended my last official 911 Advisory Board meeting along with Commissioner Mark McCracken of Clearfield County; we were recognized for our service on the board since its inception in 2015.
- There will be changes ahead as we move toward Next Gen 911. A whole new state network tying all of the counties together a more readily using GIS technology for emergency calls. The distribution of the \$1.65 per communication device fee that was done four years ago and continues for the next several years, the formula for distribution is likely to change.
- I cannot say enough for the professionalism and expertise of PEMA and especially for deputy director Jeff Boyle as well as everyone at Cumberland County Public Safety for assisting me in this task.

Harrisburg Area Transportation: Met Friday, December 6th.

- The signalization and interchange improvement project at Creekside Road and I-581 is pretty much wrapped up and is already going along way in improving traffic safety at the busy interchange. Also the \$8 million dollar Erford Road bridge replacement project is now completed as well.

- There was discussion of the I-81 Improvement strategy that's under way with plan for a meeting with our federal and state lawmakers next month.
- Commuter Services of Pennsylvania detailed their successful carpooling initiative with the DB Schenker Logistics and warehouse operations. In the past two years the company's preferred parking program where employees with three or more riders in one vehicle get parking spaces in close proximity to the warehouse. They also providing for shuttle service for employees from offsite parking. According to the company they have grown their car pooling commuter parking from nine percent of their parking lot to near twenty-five percent.

Conservation District Board: Met Tuesday, December 10th

- A kick-off meeting for the county's action plan for Pennsylvania's phase three watershed implementation plans being coordinated by our planning department and conservation is scheduled for January 29th.
- The conservation district is applying for a couple of grants, one for \$255,980 from the state's growing greener plus program to provide for a yellow breeches trout habitat and stream bank restoration project at Allenberry. The other grant if in cooperation with the Agricultural Extension for kits to teach the county's high school students about storm water best management practices.
- There was discussion about the county possibly participating along with Adams, Chester and Lancaster counties in a pilot program with DEP for the further development of Ag inspections and Chesapeake Bay's best management practices.
- District has sent a letter in support of a Lower Allen Township growing greener grant request for a watershed restoration project in the Beacon Hill community that involves a retrofit of a storm water dry detention basin in the Yellow Breeches watershed.
- There was also discussion about the spreading of Food Processing Residuals (FPR) on area farms and the issues and concern that has created among our constituents.

Commissioner Hertzler stated that it has been a privilege to serve as a representative of this Board to the State 911 Advisory Board, the Cumberland County Housing and Redevelopment Authority Board, HAT's, Cumberland County Conservation District Board, Agricultural Land Preservation Board, Aging Advisory Board and CapCOG.

Commissioner Eichelberger

Commissioner Eichelberger asked if an agreement has been reached on the sheriff vehicle. Commissioner DiFilippo said he thought a motor replacement would be the best way to go, but it sounds like this vehicle has other things going on. Commissioner Eichelberger asked if this could get on the project list and get a hold of John Lopp engaged in this as well.

Planning Commission:

- Wolf Bridge bids are due December 12th.
- Transit Mixer January in regards to input into the proposed cat bus route.
- After next week's planning meeting also tacking actions on recommendation for the two vacancies on the planning commission.

Cumberland Area Economic Development Corporation:

- Strategic planning is underway. The board and staff focus sessions are complete.
- Holiday Event was Wednesday, December 11th.
- Finance person who is replacing Shelby starts Jan 6th.

Recycling & Waste:

- Passed the three hundred pound mark for 2019. Currently sitting at 302,758 pounds received in 2019. 3,904 customers. For a total since the opening 934,226 pounds 10,170 customer experiences.
- Currently working on the 2020 household hazardous waste disposal program plans. The 2020 application for registration will be on an upcoming workshop.
- Monday night will be discussing the vacancy John Thomas retiring from the board.

Report of Executive Session: Chief Clerk, Sandy Moyle reported Executive Sessions were held on December 5, 2019 @ 2:30 p.m., December 10, 2019 @ 1:30 p.m., December 11, 2019 @ 9:00 a.m. Re Personnel Issues and December 9, 2019 @ 1:00 p.m. Re Litigation.

Other Business: Resolution: the director of public safety will be temporarily unavailable for a period of time and unable to execute documents necessary for public safety to continue without interruption. Sandy asked Keith if we should prepare a document indicating individuals that Bob has named to handle certain administrative duties and activities related to public safety. He indicated a resolution would be appropriate. The resolution will continue until Bob returns to his duties as a full time employee of Cumberland County. Commissioner Hertzler made a motion to approve Resolution 2019-34. Commissioner Eichelberger seconded the motion 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