



MINUTES

Cumberland County Commissioners' Workshop Meeting

September 17, 2020 – 9:00 A.M.
Commissioners' Hearing Room
Courthouse, Carlisle, PA

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

Board of Commissioners Present: Commissioners Gary Eichelberger, Jean Foschi, and Vincent DiFilippo were present.

Quorum: Yes

Staff Present: Stacy Snyder, Acting Chief Clerk; Theresa Kissinger, Administrative Technician; Keith Brenneman, Solicitor

Departments: Samantha Krepps, Communications

Zoom: Cathy Waters, Assessments; Jaime Reiber, Children & Youth; Holly Sherman, Human Resources; John Lopp, Facilities; Ryan Simon, Drug & Alcohol; Kirk Stoner, Planning; Annie Strite, MH/IDD; Bethany Salzarulo, Elections; Joan Crawl, Aging and Community Services; Bob Shively, Public Safety; Melissa Smith, Claremont Nursing and Rehabilitation Center.

Outside Agencies Via Zoom: None

Media: None

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

Public Comment: None

Contracts/Grants: (Stacy Snyder)

- I. *** Existing Contracts, Contract Extensions or Addenda with No Additional Cost or Increase to the County:**
 - a. **Children & Youth Services:**
 - YWCA Carlisle
 - York County Youth Development Center — Continuation
 - b. **Drug & Alcohol:**
 - Positive Recovery Solutions
- II. *** New Contracts, Vendors, Services, Grants and Contracts with Increases/Decreases to the County:**
 - a. **Assessment:** — (Cathy Waters)
 - Noone & Associates — Assist with the commercial property tax appeal hearings.
 - b. **Aging & Community Services:** — (Joan Crawl)
 - Big Spring Senior Center — Addendum — Increase
 - Menno Haven — Addendum — Increase

- Messiah Lifeways Community Services — Increase
 - Maranatha-Carlisle — Addendum — Financial counseling services.
 - Safe Harbour, Inc. — Addendum — Emergency shelter service.
 - Carlisle C.A.R.E.S., d/b/a Community C.A.R.E.S. — Addendum — Emergency shelter services.
 - Domestic Violence Services of Cumberland and Perry Counties — Addendum — Emergency shelter services.
 - The Salvation Army Senior Action Center — Addendum — Increase
- c. **Bureau of Elections Grant:** — (Bethany Salzarulo)
- PA Department of State — Grants for Election Modernization and Security (GEMS) — Grant Amount — \$2,379,367.20
- d. **Children & Youth Services:** — (Jaime Reiber)
- Adelphoi Village, Inc. — Increase
- e. **Drug & Alcohol:** — (Ryan Simon)
- Eagleville Hospital — In-patient treatment
- f. **Facilities Management:** — (John Lopp)
- Key Investments Partners, LP. — Addendum — Lease agreement for MDJ Silcox’s office.
- g. **Human Resources:** — (Holly Sherman)
- Capital Blue — Addendum — Increase on the vision and dental plans based on the number of employees anticipated in the 2021 program year.
 - BHS — Addendum — Increase to the 2021 Wellness program — Addition of spouses to the health risk assessment portion of the wellness program.
- h. **Liquid Fuels/Finance Grant:** — (Kirk Stoner)
- Pennsylvania Department of Transportation — Hertzler Bridge construction
 - Reimbursement — Grant Amount — \$100,000.00
- i. **MH/IDD:** — (Annie Strite)
- Early Intervention FY 2019-2020
- Joanne Peters, MS, OTR/L — Addendum — Occupational therapist
- Mental Health FY 2020-2021
- York County Transportation Authority d/b/a Rabbittransit

Discussion of Annual Review of Claremont Nursing and Rehabilitation Center Policies: *Action Requested Melissa Smith said since there has been a change in leadership at the Nursing Home, the policies need to be reviewed and updated with new signatures.

- Statement of Equal Employment Opportunity Policy
- Notice of Nondiscrimination
- Admission Statement Policy For Claremont Nursing and Rehabilitation Center

Commissioner DiFilippo made a motion to approve the Annual Review of policies listed for Claremont Nursing and Rehabilitation Center. Commissioner Foschi seconded the motion and it unanimously carried.

Capital Project Requests:

Public Safety Department: — (Bob Shively)

- Hazmat Emergency Response Vehicle Replacement — Project Amount — \$408,000.00 — Bob mentioned the current Hazmat vehicle is 30 years old and is in need of substantial repairs. Replacement is a better option.

Commissioners' Liaison Reports:

Commissioner Eichelberger:

Recycling & Waste Authority: The monthly meeting has been cancelled. The eRecycling program is getting back to normal, although the prison trustee program is still suspended. Plan revisions will begin with a survey Justin and Kirk are creating to have ready for the next Recycling & Waste Authority meeting. A range of waste management recycling issues will be on the survey for Cumberland County. Justin Miller and Kirk Stoner met with a representative of the Cumberland County landfill to discuss capacity. Private scrap recycling business, Cumberland Recycling, has closed temporarily. This closure might be permanent which will impact the board as the owner was interested in serving and a representative from a private company must be seated on the board.

Commissioner Foschi:

Hats Coordinating Committee: One of the biggest transportation issues in Cumberland County is the Lemoyne bottleneck. An update webinar was held last week by the secretary of PennDot to ask questions.

Local Emergency Planning Committee: SARA Summit has been cancelled due to COVID-19. There are a number of business entities that have not paid their LEPC fees this year. This fee is applied to help keep first responders safe. Facilities need to report the chemicals that are in their buildings and must pay a minimal fee. Keith Brenneman, Solicitor, was asked if the county could send out a notice to the facilities requesting payment of their past due fees.

Monday, September 14th there was pipeline safety training put on with the partnership of LEPC.

Western Cumberland Council of Governments: Met Monday, September 14th.

The Western Cumberland Council of Governments is excellent at getting groups together and everyone pulls their resources and helps each other out.

Planning Commission: Jack Showley who served with the Planning Commission for many years has passed away.

Commissioner DiFilippo:

Agriculture Land Preservation Board: Met on Wednesday, September 9th.

The Agriculture Land Preservation Board is preparing their request for funds in 2021. Criteria for the preservation of the land program is being modified. Some farmers have applied to put their farms in the program, but the farms are not zoned agriculture.

Cumberland County Housing & Redevelopment Authority:

HUD received news about the remaining money from the CARES Act. This money will be focusing on communities in Cumberland County with higher risk of eviction.

The Housing and Redevelopment Authority will be conducting interviews for Tim Whelan's position. He is retiring as director later this year.

Report of Executive Sessions: Acting Chief Clerk, Stacy Snyder reported there was an executive session held on September 16, 2020 @ 8:30 a.m. Re: Personnel

Other Business: None

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

Respectfully Submitted,

Theresa Kissinger
Administrative Technician



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MEETING OF THE MEMBERS OF THE CUMBERLAND AREA ECONOMIC DEVELOPMENT CORPORATION:

Board of Commissioners Present: Commissioners Gary Eichelberger, Jean Foschi and Vince DiFilippo.

Roll Call: Commissioners Eichelberger, Foschi and DiFilippo were present

Quorum: Yes

Staff Present: Stacy M. Snyder, Acting Chief Clerk; Theresa Kissinger, Administrative Technician; Keith Breneman, Solicitor.

Departments: Samantha Krepps, Communications

Zoom: Cathy Waters, Assessments; Jaime Reiber, Children & Youth; Holly Sherman, Human Resources; John Lopp, Facilities; Ryan Simon, Drug & Alcohol; Kirk Stoner, Planning; Annie Strite, MH/IDD; Bethany Salzarulo, Elections; Joan Crawl, Aging and Community Services; Bob Shively, Public Safety; Melissa Smith, Claremont Nursing and Rehabilitation Center.

Outside Agencies: None

Media: None

Call to Order: Commissioner Eichelberger called the meeting to order.

Approval of indebtedness in the form of a line of credit for CAEDC: **Action Requested*

The Commissioners addressed the request from CAEDC to establish a line of credit to manage cash flow issues that could develop in the next few months due to COVID. More discussion ensued about the concerns on what and how the money would be used for. Commissioner DiFilippo requested that the bank information sheet be part of the record.

Commissioner Foschi made a motion to approve the Cumberland Area Economic Development Corporation's request to open a working capital line of credit in the amount of \$500,000 at Mid Penn Bank. Jamie Keener is authorized to execute the term sheet on the line of credit and Harold Brandt, the Treasurer of CAEDC, is authorized to execute all documents of indebtedness including the note. Further with the motion the line of credit is only to be used if there is a shortfall in the spring of hotel tax revenue. The line of credit is only to be used for customary operating expenses and working capital needs, as they are budgeted, and also added there needs to be accounting of this line of credit in the monthly financial statements that are delivered to the members of CAEDC, three of which are the three Commissioners sitting at this table. Commissioner DiFilippo seconded the motion and it unanimously carried.

Adjourn: There being no further business to come before the Board, Commissioner DiFilippo made a motion to Adjourn

Respectfully Submitted,

Theresa Kissinger
Administrative Technician