

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**NOVEMBER 6, 2014 – 9:00 AM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA**

Present: Commissioners Barbara Cross, Jim Hertzler and Gary Eichelberger; Larry Thomas, Chief Clerk; Sandra Moyle, Deputy Chief Clerk/Meetings Manager; Keith Brenneman, Solicitor; Bob Dagrosa, Mike Clapsadl, Lisa Weaver, Controller's Office; Roxanne, Lehman, Paralegal; Jonelle Darr, Denise White, Library System; Mick Burkett, Holly Sherman, Human Resources; Wendy Sheaffer, Aging & Community Services; Wendy Hoverter, Children & Youth Services; Jack Carroll, Drug & Alcohol; Beth Chornak, ERP; Mark Adams, George Shickler, Ryan Ilgenfritz, IMTO; Earl Reitz, Prison; Bob Shively, Public Safety; Lisa Grayson, Register of Wills; Dennis Lebo, Clerk of Courts; Dana Best, Ron Snow, Tammy Bender, Lynette McCulloch, Finance; Mary Jane Fisher, CNRC; Melissa Calvanelli, Court Administrator; Rose Cook, Transportation; Daniel Walmer, The Sentinel; and Steve Marroni, The Patriot News.

Call to Order: Chief Clerk Thomas called the meeting to order and led the Pledge of Allegiance to the Flag.

Public Comment: None

Employee Recognition: The Commissioners presented Denise White an award for 30 Years of Service to the County.

Approval of Cumberland County's Employee Voluntary Separation Incentive Benefit Plan: Chairman Cross moved to approve the Employee Voluntary Separation Incentive Benefit Plan document. Commissioner Eichelberger seconded the motion and it unanimously carried.

Commissioner Eichelberger moved to authorize the Open Enrollment period for the Voluntary Separation Incentive Benefit Plan. Commissioner Hertzler seconded the motion and it unanimously carried.

Discussion on Laying the 2015 Budget on View: Chief Clerk Thomas discussed putting the 2015 budget on view for 20 calendar days before it is finalized and adopted. There was further discussion among the Board regarding clarity on funding issues. Commissioner Cross moved to approve laying the Preliminary 2015 Budget on View. Commissioner Eichelberger seconded the motion. The motion carried with Commissioner Hertzler voting no.

Discussion on Contract for Wellness Vendor: Holly Sherman discussed the wellness contract with the Health Management Program through Viverae (see attached). Action will be taken at the Board of Commissioners' Meeting on November 10th.

Discussion on Amendment to Agreement for Professional Services with Premier Healthcare Resources: Chief Clerk Thomas discussed an amendment to the agreement Premier has engaged with CNRC to expand the scope to operate the Nursing Home under their license for the next few months (see attached). Action will be taken at the Board of Commissioners' Meeting on November 10th.

The following Contracts/Grants were reviewed for action to be taken at the Board of Commissioners' Meeting on November 10th:

- a. **Aging and Community Services Agreements:** Wendy Sheaffer reviewed the following:
- **Carlisle Senior Housing Associates, Inc.** – *renewal to run from January 2015 – December 2016.*
 - **OLTL Waiver – (Provider Revalidation)** – *application to continue to provide state funded waiver services for consumers to continue to live in their own home.*
 - **Community Action Commission d/b/a Tri-County Community Action** – *\$55,640 budgeted to be paid by State block grant money.*
- b. **Children & Youth Services Agreements:** Wendy Hoverter reviewed the following requests for increases:
- **Appalachian Youth Services, Inc. – (Ongoing)** – *3% increase.*
 - **United Methodist Home for Children Residential Care, Inc.** – *3.01 % increase.*
 - **The IMPACT Project, Inc.** - *4.24 - 4.19% increase.*
 - **Penn State Hershey Medical Group** – *agreement with no financial impact.*
 - **Children's Home of York, Inc.** – *3% increase*
 - **Common Sense Adoption Services, Inc.** – *3% increase.*
- c. **Claremont Nursing & Rehab Center Agreements:** Mary Jane Fisher reviewed the following:
- **Grant Application – Dept. of Public Welfare, Office of Long Term Living** – *manual wheelchair for a resident.*
 - **Aetna Health, Inc.** – *rate increase is \$8 per day for reimbursement rate, two year contract with one year auto renewal.*
- d. **Controller:** Mike Clapsadl reviewed the following:
- **KPMG – (Addendum) - CPA change** will save about \$13,000 next year.
 - **Boyer & Ritter LLC**
- e. **Drug & Alcohol:** Jack Carroll discussed the following:
- **UHS of Pa, Inc. Roxbury Treatment Center – (2015 Agreement)** – *decision to change vendors at Prison, contract effective January 1, 2015 – December 31, 2015. Rates are \$65 per hour for evaluation services and individual counseling; \$20 per hour for outpatient group counseling. Serve an average of 182 clients per year.*
 - **Diakon Child, Family and Community Ministries d/b/a Diakon Family Life Services – (Addendum)** – *to add two locations in Boiling Springs and New Bloomfield, Perry County. Will not change overall cap in contract.*
 - **Amendment #5 to HealthChoices Contract with DPW** – *behavioral health component, Healthy PA, will expand number of individuals with high risk care to be handled through D&A health program.*
- f. **ERP Department:** Beth Chornak reviewed the following:
- **Infor (US), Inc.** – *upgrading Lawson to next version, no additional cost to County. Cost of services is included in maintenance agreement.*
- g. **Finance:** Lynette McCulloch reviewed the following:
- **Authorize Bid to Participate as a Food Vendor for CNRC and the Aging & Community Services Food Banks** – *bid for two year contract.*
- h. **IMTO:** Mark Adams reviewed the following:
- **Comcast** – *increase internet connections speed, \$117.85 per month. \$2,828.40 for two year period.*
 - **Keyser Consulting Group, LLC** – *supports video conferencing system, maintenance agreement for \$12,089.44 for one year.*
- i. **Prison-Operations:** Earl Reitz reviewed the following:
- **Penn Power Systems** – *preventative maintenance, \$2,471 per year.*
 - **Stanley Convergent Security Solutions, Inc.** – *\$735.00 per month.*

- **Aramark Correctional Services, LLC – (Amendment)** – *one year extension of existing agreement with. Additional year at 2014 pricing meal costs, will remain at \$1.31 per meal.*
- **DSI-ITI, LLC – (Addendum)** – *extension of agreement with inmate telephone system and maintenance agreements with management systems of data software.*

j. **Public Safety:** Bob Shively reviewed the following:

- **2014-2015 Hazardous Materials Response Fund Grant** – *\$37,821 towards hazmat costs.*
- **McNeil & Associates – (Renewal)** – *insurance to cover training grounds, no increase or additional costs.*
- **Memorandum of Understanding – Navy Region – Mid-Atlantic (Renewal)** - *renewal for FCC license and radio system updates.*

Motion to take CAT's 2015 Funding Request off the Table: Commissioner Hertzler moved to take CAT's 2015 funding request off the table. Commissioner Eichelberger seconded the motion and it unanimously carried.

Approval of Staff Recommendation Re: CAT's 2015 Funding Request: Commissioner Hertzler moved to make a staff recommendation of \$277,702 for Cumberland County's 2015 contribution to CAT. Commissioner Eichelberger seconded the motion. After further discussion, Commissioner Hertzler amended his motion to incorporate conditions with CAT that if they don't meet certain requirements, Cumberland County does not have to make the payment. The motion unanimously carried.

Motion to take Discussion of Bid Opening and Bid Award for Removal of Existing Sound System and Purchase and Installation of a New Audiovisual System for Courtroom #3 off the Table: Chairman Cross moved to take the Discussion of Bid Opening and Bid Award for Removal of Existing Sound System and Purchase and Installation of a New Audiovisual System for Courtroom #3 off the Table. Commissioner Eichelberger seconded the motion and it unanimously carried.

Discussion of Bid Opening and Bid Award for Removal of Existing Sound System and Purchase and Installation of a New Audiovisual System for Courtroom #3: Chairman Cross moved to authorize the request for motion to select a contractor as Lowest Responsible Bidder for Courtrooms #2 and #3 with amended Alternate Bids of AB&D (see attached). Commissioner Hertzler seconded the motion and it unanimously carried.

Chairman Cross moved to Authorize Request for motion to Issue Notice of Award and Authorize Execution of the Contract Subject to the Solicitor's Approval. Commissioner Eichelberger seconded the motion and it unanimously carried.

Review of Resolution No. 2014-28 and 2014-29 Budget Resolutions: Dana Best discussed Resolutions No. 2014-28 and 2014-29 Re Budget Resolutions (see attached). Action will be taken at the Board of Commissioners' Meeting on November 10th.

Discussion of Salary Ordinance for Elected Officials: Chief Clerk Thomas discussed authorizing advertising for a special evening meeting to be held on November 18, 2014 as required by statute to consider an approach to discussion of Salary Ordinance for Elected Officials. Commissioner Hertzler moved to authorize a meeting to discuss the Salary Ordinance for Elected Officials on November 18, 2014 in the Jury Assembly Room at the Courthouse. Chairman Cross seconded the motion and it unanimously carried.

Chairman Cross moved to accept the Salary Ordinance for Elected Officials to be adopted for 2018 as it currently exists. The motion died for lack of a second. Commissioner Hertzler moved to advertise an Ordinance with 0 – 1.5 percent increase. The motion died for lack of a second. There was further discussion on the Ordinance which will have to be adopted by the end of the year.

Commissioners Liaison Reports

Commissioner Cross:

- **Ag Extension** – Annual meeting will be held tonight, November 6th.
- **Children & Youth** – at the Round Table meeting on Tuesday, there was a presentation on changes from the recent new laws and the impact involving children. At the Board of Commissioners' Meeting on Monday, a nomination will be made for an appointment on the Advisory Board.
- **Conservation District** – Cumberland hosted 11 counties and 4 agencies at the Regional Directors Conference last week. A nomination will be made at the Board of Commissioners' meeting on November 10th for an reappointment for a Farmer Director for a four-year term and request for a reappointment for Commissioner Cross as Commissioner Director.
- **Drug & Alcohol** – The Commission will meet on November 13th in Perry County.
- **Public Safety** – The Public Safety Department hosted a three day table top exercise and was well attended. The continuation of operation of plan for both businesses and government was addressed during the two days.

Commissioner Hertzler:

- **Tri-County Regional Planning Commission** - Full Commission met on October 23rd. Scott Wyland was unanimously elected as Chairman to fill an unexpired term of Chis Knarr who resigned from the Commission. The Commission unanimously voted to move forward with an update for a regional management plan.

Gary Eichelberger:

- **Recycling & Waste** – Justin Smith forwarded the Recycling & Waste Report. On November 12th, the Tourism Conference will be at the Catering Barn on Williams Grove Road and will give an annual update of grant programs.
- **Planning** – Nothing to report. Blighted Property Meeting will meet on November 13th.
- **CCAP** – The Caucus Meeting is scheduled for November 24th and are looking for topics from departments.

Report of Executive Sessions: October 29, 2014, @ 3:25 pm, October 30, 2014 @ 9:25 am and November 5, 2014 @ 2:50 pm Re Personnel Issues.

Request for an Executive Session: Chief Clerk Thomas requested an Executive Session Re Personnel Issues.

Other Business:

Commissioner Hertzler discussed a Resolution in support of Collaborative and Responsible measures to keep our Rivers and Streams Clean. He stated that since August the Board has received a number of communications from the Chesapeake Bay Foundation to pass a resolution calling for greater prioritization in investments of water resources in the Commonwealth. He stated that they have expanded on the resolution to define our expectations with respect to our

State and Federal Government in assisting in the collaborative effort to ensure clean water resources. The resolution calls upon our State and Federal Governments to put a halt to under-funded bureaucratic mandates that are placed upon local communities. Further discussion will take place at the Board of Commissioners' Meeting on November 10th.

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

Respectfully submitted,

Ruth Ann Ciecierski
Administrative Assistant