

**CUMBERLAND COUNTY
COMMISSIONERS' WORKSHOP MEETING**

**JUNE 4, 2015 – 9:00 AM
COMMISSIONERS' HEARING ROOM
COURTHOUSE, CARLISLE, PA**

Board of Commissioners Present: Commissioner Cross and Commissioner Hertzler.

Staff Present: Larry Thomas, Chief Clerk; Sandy Moyle, Deputy Chief Clerk/Meetings Manager; Jennifer Crum, Recording Secretary; Keith Brenneman, Solicitor.

Departments: Elizabeth Bouch, Human Resources; Dana Best, Finance; Wendy Sheaffer, Aging & Community Services; Eric Radnovich, Sue Carbaugh, MH/IDD; Lynette McCulloch, Claremont Nursing and Rehabilitation Center; Jack Carroll, Drug & Alcohol; John Lopp, Facilities Management; Beth Chornak, ERP; Wendy Hoverter and Necole McElwee, Children & Youth; Andy Benner, Juvenile Probation; Stephanie Williams, Planning; Justin Miller, Recycling & Waste; Justin Smith, GIS; Bob Shively and Jonathan Kibe, Public Safety; Jason Vioral, Sheriff's Department; Mark Adams, IMTO; Megan Silverstrim, Communications.

Outside Agencies: Kate Molinaro, Housing & Redevelopment Authority; Debra Figueroa, Carlisle Borough; Dave Lenker, Fairview Twp.

Media: Joshua Vaughn, The Sentinel; 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

Press Release & Special Recognition: Chairman Cross recognized 9-1-1 Dispatcher Jonathan Kibe for Providing Life Saving Efforts. Megan Silverstrim explained the lifesaving situation.

Employee Recognition: Chairman Cross and Wendy Hoverter recognized Necole McElwee for 20 Years of Service.

Housing & Redevelopment Authority: Kate Molinaro discussed revisions to the County's Emergency Solutions Grant Program and requested approval at the Monday Board of Commissioners meeting.

Letter of Support: Debra Figueroa reviewed the request for a Letter of Support for Carlisle Borough's TIGER Grant Project Application to the US Department of Transportation (see attached). The grant amount requested is \$12 million. Commissioner Hertzler moved to approve the Letter of Support. Chairman Cross seconded the motion and it unanimously carried.

Resolution No. 2015-13: Dana Best reviewed Resolution 2015-13 Re: Budget Adjustment (see attached). Adjustments are for Drug & Alcohol increase of \$200,000; CJ/IPP \$3,000 and \$16,715 for a position - \$16,715 impacts the general fund.

Contracts/Grants:

- a. **Bureau of Justice Services Agreements** — (Eric Radnovich)
 - Pennsylvania Chiefs of Police Association — AFIS Remote Workstation System Maintenance Fee for Period: May 23, 2015 – May 22, 2015 – for fingerprinting - \$4,803.86

- Porter Lee Corporation — Annual Software Maintenance and Support for the Crime Fighter Beast Barcode System — Crime Lab - \$1,850.00
- b. **Claremont Nursing and Rehab Center Agreements** — (Lynette McCulloch)
- Susquehanna Door Service, Inc. — Automated Door System Maintenance – preventative maintenance. Partial year increase for one door
 - On-Line Publishers, Inc. — (Addendum) —Senior Expo Exhibit Booth - \$645 - annual
 - On-Line Publishers, Inc. — Advertising (Resource Directory) - \$225/year
 - Cumberland Crossing — A Diakon Lutheran Senior Living Community – update - for emergency placement services. Chief Clerk Thomas asked for the Solicitors input regarding liability provisions within the contract. Solicitor Brenneman is satisfied with the liability provisions. Chief Clerk Thomas asked when the last time this occurred. Lynette McCulloch and John Belko do not recall the past emergency placement. Chairman Cross suggested they coordinate a tabletop exercise simulating an emergency situation.
- c. **Drug & Alcohol Grant** — (Jack Carroll)
- Submission of Grant Application to PA Commission on Crime and Delinquency (PCCD) and the Department of Human Services, Office of Mental Health and Substance Abuse Services (OMHSAS) for Cumberland County Opiate Overdose Prevention Program -\$10,000 funding request for a total of 80 naloxone kits with 2 doses of naloxone per kit, for first responders and other community partners within Cumberland County. Jack explained that agencies have been using this medication for years with success.
- d. **Facilities Management Agreements** — (John Lopp)
- Enviro Pro LLC — Environmental Disposal of Garage Waste – oil- they are reimbursing the county. Antifreeze – no charge. Oil filters - \$25/pick-up.
 - Keystone Investment Partners, LP — (First Addendum) — DJ Silcox’s Office - \$1323/square foot for an additional five years.
- e. **Human Resources Agreement** — (Elizabeth Bouch)
- Marcello’s — Catering for Employee Picnic 2015 - \$2,400.50
- f. **IMTO Agreement** — (Mark Adams)
- CenturyLink — Change of Responsibility & Release Agreement Form – two numbers needed for the RabbitTransit change with Transportation.
- g. **Juvenile Probation Agreement** — (Andy Benner)
- Bruce Kelly, Licensed Psychologist — Psychological Assessment & Consultation Services – an additional psychologist
- h. **MH/IDD Agreement** — (Sue Carbaugh)
- *FY 2014-2015 Intellectual and Developmental Disabilities*
 - Skills of Central PA, Inc. — (Addendum) – to the 14/15 contract - \$ 28,500 increase
- i. **Planning Agreements** — (Stephanie Williams)
- South Middleton Township — Land Partnerships Grant - \$16,300
 - New Cumberland Olde Towne Foundation — Land Partnerships Grant - \$3,150
 - Shippensburg Township — Land Partnerships Grant - \$10,000
 - Carlisle Borough — Land Partnerships Grant - \$10,000

Act 13 Marcellus Shale Funding for Land Partnership Grant Program and Electronics Recycling Collection Event:

- a. Stephanie Williams reviewed the Act 13 Funding for Land Partnership Grants. The County will be allocated to receive \$217,452. \$100,000 was allocated to the Farmland Preservation Program, \$100,000 for the Land Partnerships Grants, and \$17,452 will fund the Recycling Events. The timeframe for Municipalities to apply for the grant will be the summer months. Chief Clerk Thomas highlighted on the benefit of revitalizing parks and trails so the community has that opportunity to live a more active lifestyle.
- b. Justin Miller discussed Act 13 Funding for Electronics Recycling Collection Event. The Act 13 Funding amount of \$17,452 will be allocated for an Electronic Recycling Event. With Adams Rescue Recycling closing their doors and Dauphin County having concerns with regard to receiving too much Cumberland County material, the Recycling & Waste Authority has asked that the County move forward with a recycling event. Dave Lenker explained that was the biggest concern he heard from residents, the lack of disposal options of electronics and hazardous materials. Chairman Cross has concerns that the funding amount of \$17,452 will not be enough to sustain this program.
- c. Justin Miller reviewed the request to Authorize Advertising for Bids for the Electronics Recycling Collection Event. Department of Environmental Protection will pay 50% of the program costs; Conservation District will pay a portion, and the Act 13 Funding will allocate a portion toward the program costs. Commissioner Hertzler discussed the Recycling Law and the changes that are need for a solution to the recycling problem. Chief Clerk Thomas suggested a look at the budget to find a way to keep the program active in the future. Chairman Cross suggested having three sites on the same day during a collection event.

CNRC Durable Medical Equipment Policy: Lynette McCulloch reviewed the Durable Medical Equipment (DME Policy) for CNRC (see attached). A requirement for the Medical Assistance Program is to provide directions of the equipment needed by the residents. The Solicitor has reviewed the Policy.

Discussion of Capital Project Requests:

- a. GIS Department — Pictometry 2016 — \$269,009 — (Justin Smith) — *(Tabled at Board of Commissioners' Meeting 5/26/15)* Chairman Cross moved to approve removing Pictometry from table. Commissioner Hertzler seconded the motion. Justin Smith reviewed the presentation (see attached). Chief Clerk Thomas explained that many offices use this mapping data to assist with better customer service. Bob Shively explained how 911 use the system to pinpoint an emergency location. Stephanie Williams explained how useful this program is regarding the visuals of properties online vs physically visiting properties to maintain, comp plan updates, and farmland ranking. Chairman Cross asked about the cost with Tri-County. Justin explained that Tri-County, other counties and municipalities have the option to share with the County. Dana explained this program is paid for in payments over four years with no interest incurred that would increase costs. Commissioner Hertzler cited the Act 178 that created a Council to make decisions and mentioned they should find a costs savings for everyone using the system.
- b. Sheriff's Department — Teleosoft Scanning and Barcode Modules for CountySuite Software — \$41,900 — (Sgt. Jason Vioral) This program will be funded from the Records Improvement Funds. 911 will be added to the system at no additional cost.

- c. IMTO — Unified Case Management System — Public Defender Module — \$19,379.00 — (Mark Adams) This program will be funded from the Records Improvement Funds - \$19,329. IMTO is working collaboratively with eight counties.

Adoption of 2015/2016 Fiscal Budget: Dana Best reviewed the adoption of 2015/2016 Fiscal Budget that is scheduled for approval at the Board of Commissioners' Meeting on Monday June 8, 2015. It is an \$81.3 million budget that is funded 90% by grants. Governors increased Funding is not included in the budget and will be updated when the county receives notice of the state approved funding.

Commissioners' Liaison Reports

Commissioner Cross:

- Ag extension met this week. The Ag Science Camp is scheduled for this summer. The end of June there will be 4-H Summer Activity Days. Two videos have been prepared on the economic impact to this region. Dave Swartz, Ag Extension Director will provide those updated videos during a Wednesday Finance meeting.
- Conservation District provided their audit report.
- Children & Youth has recommendations to reappoint Linda Everhart and Winston Cleland to another three year term.
- Drug & Alcohol held a COOP meeting on June 3, 2015 in Shippensburg.
- CCAP is continuing calls for 911 bills. Wednesday, the 10th will begin a series of budget conference calls from Mark Smith from the Governor's Office.

Commissioner Hertzler

- Local Emergency Planning Commission recommended Robert Swank to be appointed to the Board as the Law Enforcement position.
- Participated in the Memorial Day Parade services.
- Attended an Annual Awards Ceremony picnic.
- Attended a Harrisburg Area Chamber breakfast yesterday with the Governor.
- Attended the COOP meeting on June 3, 2015 in Shippensburg.
- The Ag Land Preservation is meeting next Wednesday.

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

Other Business: Commissioner Hertzler discussed the Letter of Support from East Pennsboro Township regarding revitalizing the School Districts Community Pool. They are entering into an agreement with the School District to apply for a Cumberland Area Economic Development Corporation Grant to fund the project. He is recommending approval for the Letter of Support.

Bob Shively announced a TMI exercise will sound at 12:15 today.

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

Respectfully Submitted,

Jennifer Crum
Administrative Coordinator