



MINUTES

Cumberland County Commissioners' Workshop Meeting

July 25, 2019 – 9:00 A.M.
Commissioners' Hearing Room
Courthouse, Carlisle, PA

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

Board of Commissioners Present: Commissioners Vincent DiFilippo and Jim Hertzler; Gary Eichelberger

Quorum: Yes

Staff Present: Sandy Moyle, Chief Clerk; Florence Ford, Deputy Chief Clerk; Jennifer Crum, Administrative Specialist/Recording Secretary; Keith Brenneman, Solicitor.

Departments: Tammy Bender, Finance; Holly Sherman, Human Resources; Samantha Krepps, R. Stewart, Communications; Lynn Grew, Controllers; Kirk Stoner, Planning; Joan Crowl; Aging and Community Services; Jaime Reiber, Children and Youth; Ryan Simon, Drug & Alcohol; Robin Tolan, MH/IDD; Rebekah Finkey, Prison; Ron Anderson, Sheriff's Office; Eric Radnovich, Forensic Lab; Beth Chornak, ERP.

VTC: Melissa Smith, Lori Rutledge, CNRC; Vince McCollum, Conservation District

Others Present: Bill Swanson, Rick Kerr, Kevin Roberts, Big Spring School District.

Media: None

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

Employee Recognitions:

- **Gan Fry** – (Children & Youth) – 20 Years of Service – On behalf of the Board of Commissioners, Commissioner DiFilippo recognized Gan Fry for 20 years of service to the county.
- **Michelle Sibert** – (Victim Services) – 20 Years of Service – On behalf of the Board of Commissioners, Commissioner DiFilippo recognized Michelle Sibert for her 20 years of service to the county.

SRO Agreement with Big Spring School District: Sheriff Ron Anderson explained the School Resource Officer (SRO) agreement. He explained the act 67 has been signed by the Governor. An agreement for an additional School Resource Officer (SRO) is requested for approval. Solicitor Brenneman stated that the executed documents need approved and signed.

Big Spring School District staff thanked the Sheriff's Office for working on this project and also the Board of Commissioners for approving the SRO for the school.

Contracts/Grants: — (Florence Ford) No additional comments from the Board.

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

a. **Aging & Community Services:**

- Wendy Sheaffer

b. **Children & Youth Services:**

- Affinity Forensic Services, LLC. d/b/a Pennsylvania Forensic Associates
- Children's Aid Society of Franklin County – Service Agreement 2018-2019
- Children's Aid Society of Franklin County – Extension of Service Agreement 2018-2019
- Children's Aid Society of Franklin County – Service Agreement 2019-2020
- Families United Network, Inc.
- Community Specialists Corporation d/b/a The Academy
- Winding Creek Counseling Services

c. **Drug and Alcohol Agreements:**

- Gaudenzia Inc.
- Positive Recovery Solutions, Inc.

d. **MH.IDD Agreements:**

Mental Health FY 2019-2020

- Aurora Social Rehabilitation Services
 - Cumberland County (Prison)
 - Gregory Knox, MSW, LSW
 - Riverside Associates, PC
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II. * New Contracts, Vendors, Services, Grants and Contracts with Increases/Decreases to the County:

a. **Aging & Community Services Agreements:** (Joan Crowl)

- Center for Independent Living of Central PA – Addendum – Increase - \$200
- Virginia Monsted – Increase – \$1.50/hr
- State Food Purchase Program Plan – Grant Amount - \$198,507.29

b. **Children & Youth Services Agreements:** (Jamie Reiber)

- Affinity Forensic Services, LLC d/b/a/ Pennsylvania Forensic Associates – Increase 20% and 52%
- Bethany Christian Services of Central Pennsylvania – To grow foster home field.
- CONCERN – Professional Services for Children, Youth, & Families – Increase 1.5% for boys services

c. **CNRC Agreements:** (Melissa Smith, Lori Rutledge) vtc

- American Red Cross – Teach classes in house for certification; cost savings
- UPMC Health Plans – Revenue Contract Amendment

d. **Conservation District Agreement:** (Vince McCollum) vtc

- Pennsylvania Turnpike Commission – Previously \$100/disturbed acre – Increase to \$150/acre

e. **District Attorney/Forensic Lab Grant:** (Eric Radnovich)

- PCCD Grant Award - Amount - \$71,864.00 – no match grant – Lab equipment

f. **Drug & Alcohol Agreements:** (Ryan Simon)

- Addiction Recovery Systems – outpatient individual and group service
- Bowling Green Inn, Brandywine – inpatient rates – increases
- Eagleville Hospital – increase – for detox

g. **ERP Agreement:** (Beth Chornak)

- Business Software, Inc. – Tax software for payroll taxes – Increase - \$6,431.00

- h. **Finance Agreement:** (Tammy Bender)
- Huggins Actuarial Services, Inc. – self-insurance workers compensation fund - Increase - \$4,837.
- i. **MH.IDD Agreements:** (Robin Tolan)
- Early Intervention FY 2018-2019 - Increases
- My Therapy Tree, LLC
 - TMB Developmental Therapy and Infant Massage, Inc.
- Intellectual and Developmental Disabilities FY 2018-2019 - Increases
- Alma Health LLC. d/b/a/ Medstaffers
 - Goodwill Keystone Area, Inc.
- Mental Health FY 2019-2020 – Increases & decreases are based on projections.
- Keystone Service Systems, Inc.
 - Living Unlimited, Inc.
 - New Visions, Inc.
 - New Visions, Inc.
 - PA Counseling Services, Inc.
 - York County transportation Authority, d/b/a/ rabbittransit
- j. **Planning/Liquid Fuels Agreement:** (Kirk Stoner)
- HRG – Extend Exp. Date for Engineering Services for the Wolf Bridge Project to 12/31/2021
 - Liquid Fuels – Engagement of McNees, Wallace & Nurick – PIB Loan – legal assistance on infrastructure bank loan
- k. **Prison Grant:** (Rebekah Finkey)
- PCCD/Vivitrol Grant Award #30985 - Amount - \$499,992.00 –
- Commissioner Hertzler asked if there is a tracking mechanism to determine success of the program. Rebekah stated yes, there are reports generated monthly for the State. Rebekah will provide the reports to the Commissioners.

Donation for the 2019 SARA Summit: Claudia Garner reviewed the following donations. There are 14 partnerships to date for the event and they are anticipating 200 attendees this year.

- Zenith Energy – Bronze Sponsor - \$250.00
- Vitro Flat Glass, LLC Carlisle Plant – Silver Sponsor - \$500.00

Advertise RFP for property & liability insurance brokerage services: Holly Sherman explained the advertisement for RFP's for property & liability insurance for the county that will begin on January 1, 2020.

Letters required for ICMA/RC 457 Deferred Compensation Plan: Holly Sherman explained the process for the county's deferred compensation plan. This will open an account if needed.

- Cumberland County Deferred Compensation Plan (“Plan”) payment to Marquette Associates – to allow ICMA to pay Marquette
- Administrative Allowance Account for Plan

Delegation of Signatory Authority: Holly Sherman explained that this is for the Civil service.

Discontinuation of Service Coordination Letter for Aging and Community Services: Sandy Gurreri explained the process to discontinue the service. This is a requirement to discontinue services by the end of 2019.

- Office of Long Term Living

Bridge Program Borrowing (PIB Loan): Kirk Stoner explained the permission request to act as agent to the county to sign the online loan application.

Letters of Support: Flo Ford reviewed the 2 letters of support for the following CFA Applications:

- Hampden Township Multimodal CFA Grant – Roadway improvements and underground utilities.
- Silver Spring Township Multimodal CFA Grant – Improvements to intersection of Silver Spring Road and Woods Drive.

Commissioners' Liaison Reports

Commissioner DiFilippo

Library Board

- Auditor reviewed financials
- Tech staff upgraded to 4.9, the online public satellite catalog software
- Moved equipment from the Ritner building to the Bent Creek Campus
- State budget included a \$5 million funding increase. First increase in 12 years
- Jerry Counterman led the Library System Foundation becoming an approved recipient school year STEM contributions from approved corporations, which is for free programs.
- CCLS has been approved for \$72,000 Erate funding for 2019

LEPC - Met July 11

- Four haz mat incidents
- 107.7 man hours for incident response time
- Training to date is 653 hours
- Federal government has adopted new standards for NIMS typing for haz mat response teams; to reduce team members needed for certification.
- Sara Summit this year October 10th – theme is 'Safety Through Awareness'
- Fire-fighting foam that is bad for the environment; so they are looking for at 'green foam.' Green foam is environmentally friendly; but, more expensive.

Commissioner Hertzler

CAPCOG – Met July 15th

- Auction was held on July 17; 22 municipalities and 3 school districts participated
- Reported on our county's adoption of a resolution urging the PUC to require hazardous liquid pipeline companies to conduct periodic public awareness meetings
- Annual picnic is September 16th at Sunset Golf Course
- Update on Capital Area Transit
- Transit Options Forum was well attended
- Reported on the success of our county's electronics recycling program, collecting nearly 800,000 pounds of electronics the first two years
- County action to move forward with the state mandate of the purchase of new voting equipment

Affordable Housing Trust Fund Board – Met July 16th

- Affordable Housing Study being conducted by Shippensburg University is almost complete.
- The county will be receiving a \$400,000 Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund, or PHARE, grant for housing rehabilitation and blight remediation.
- The first time homebuyer's assistance program so far this year helped 20 families with closing costs and down payment assistance of up to \$5,000. Since the inception of the program 21 years ago, over \$2.5 million in assistance has been provided through the program, helping 722 Cumberland County families.

Housing & Redevelopment Authority Board – Met July 18

- Elected officers
- Agreed to renew their administrative agreement with the county
- Housing Choice Voucher Program is reaching its expenditure limit for the year at approximately 100 below the targeted number of 1,331
- Monarch Development has received an award of affordable housing tax credit financing for the development of a 39 unit multi-family housing project in Hampden Township.

Attended the Senior Games competition for participants of age 50 and over coordinated by Mechanicsburg Borough, Mechanicsburg School District, staff of Messiah Lifeways, and the office of Aging.

Conservation District Board

- Nitrogen tests completed on cornfields. Two interns completed the tests, which was the highest number completed by interns. 38% of the fields tested needed additional nitrogen.
- Attended the Annual Conference of Conservation Districts
- Carl Goshorn received the employee excellence of the year award.

Commissioner Eichelberger

Recycling Department

- A Household Hazardous Waste Event was held on July 18th, which was a smooth operation and well planned event. 32,867 pounds were collected with 25,376 pounds was paint. They had a 44% survey response. A summary of the event will be provided at the next Commissioners Workshop meeting. The next event is scheduled for August 17th, from 9:00 a.m. to 3:00 p.m. 224 already signed up with 64 spots left.
- **Electronic Recycling** – 805,438 pounds have been collected to date 8,736 customers, 39 tractor trailer loads.

Planning Commission

- FEMA maps are on track and a public meeting will be held in November or December.

Economic Development Corporation – No Board meeting was held in July

- An Executive Committee meeting was held with discussion regarding the roles of the Board members. A strategic planning revision will be done in the future. The staff report will be circulated.

Report of Executive Session: Chief Clerk Sandy Moyle reported that there were executive sessions held on Monday, July 15, 2019 @ 10:00 a.m.; July 22, 2019 @ 2:00 p.m. Re: Personnel

Request for an Executive Session: Chief Clerk Sandy Moyle requested an executive session RE: Negotiations, and Personnel

Other Business: Commissioner Hertzler thanked all staff that organized the transit forum this week.

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

Respectfully Submitted,

Jennifer Crum,
Administrative Specialist