



MINUTES

Cumberland County Commissioners' Workshop Meeting

August 22, 2019 – 9:00 A.M.
Commissioners' Hearing Room
Courthouse, Carlisle, PA

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

PUBLIC HEARING

RE: 2019/2020 CUMBERLAND COUNTY HUMAN SERVICES PLAN (BLOCK GRANT)
— (Robin Tolan/Annie Strite/Sue Carbaugh/Jack Carroll)

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

Quorum: Yes

Staff Present: Sandy Moyle, Chief Clerk; Jennifer Crum, Administrative Specialist/Recording Secretary; Jennifer Hipp, Assistant Solicitor.

Departments: Samantha Krepps, Ben Burner, Communications; Holly Sherman, Human Resources; Mark Adams, IMTO; Dana Best, Finance; Lynn Grew, Bob Dargosa, Controllers; Beth Chornak, ERP; Darby Christlieb, Adult Probation; Michelle Sibert, Victim Services; Jaime Reiber, Children and Youth; Travis Shenk, Prison; Robin Tolan, Annie Strite, Sue Carbaugh, Rebecca Kichman, Amy Reed, Amy Swartz, Lori Dunn, Linda McCulloch, MH/IDD; Jack Carroll, Drug & Alcohol; Justin Smith, GIS; Melissa Calvanelli, Court Administration; Cathy Waters, Assessment; Raymond Soto, Helen Schultz, CNRC.

VTC: Kim Bitner, Aging & Community Services; Melissa Smith, CNRC; Kirk Stoner, Planning; Claudia Garner, Public Safety; John Lopp, Facilities.

Others: Jean Foschi, Commissioner Elect

Others Present: Tim Whelan, Housing & Redevelopment Authority

Media: None

Call to Order: Chief Clerk, Sandy Moyle called the meeting to order at 9:35 a.m. and led the Pledge of Allegiance to the Flag.

Public Comment: None

Employee Recognitions:

- **Rebecca Kichman** – (MH/IDD) – 20 Years of Service – On behalf of the Board of Commissioners, Commissioner DiFilippo recognized Rebecca Kichman for 20 years of service to the county.
- **Lori Dunn** – (MH/IDD) – 20 Years of Service – On behalf of the Board of Commissioners, Commissioner DiFilippo recognized Lori Dunn for 20 years of service to the county.

Employee Recognitions – Implementation and Dedication to the Kronos Project

- **Robert Dargosa** – (Controllers Office)
- **Beth Chornak** – (ERP)

On behalf of the Board of Commissioners, Commissioner DiFilippo recognized Bob Dargosa and Beth Chornak for their dedication to the Kronos Project.

Claremont Nursing and Rehabilitation Center Website Design Recognition: On behalf of the Board of Commissioners, Commissioner DiFilippo recognized the Nursing Home and Communications staff for the new website design.

Redevelopment Authority's Emergency Solutions Grant Administrative Agreement: Tim Whelan explained that the agreement represents an existing agreement with the County. This is an 18 month grant and over lapping from year to year is a challenge. Changes include a timeline for distributing funds.

2019/2020 Cumberland County Human Services Plan (Block Grant) (Robin Tolan/Annie Strite/Sue Carbaugh/Jack Carroll) Sandy Moyle asked the Board if they had any additional questions regarding the Plan. There were none.

Contracts/Grants: — (Sandy Moyle) No additional comments from the Board.

I. * *Existing Contracts, Contract Extensions or Addenda with No Additional Costs or Increases/Decreases to the County:*

a. **Children and Youth Services Agreements:**

- CONCERN – Professional Services for Children, Youth, & Families
- Pennsylvania Children and Youth Association (PCYA)

b. **Claremont Nursing and Rehabilitation Center Agreements:**

- Kinkora Pythian Home
- Messiah Lifeways

c. **Drug and Alcohol Agreement:**

- Wilkes-Barre Behavioral Hospital Company (Choices)

d. **MH/IDD Agreements:**

Intellectual and Developmental Disabilities FY 2019/2020

- Redevelopment Authority of Cumberland County (ID19-017)
- Susquehanna Software Inc (ID19-0164)
- Timothy Sukay, MSW (MH19-0060)

Mental Health FY 2019/2020

- Perry County (Prison)

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

a. **Adult Probation Grant Award:** — (Darby Christlieb)

- PA Board of Probation and Parole – 2019/2020 Grant in Aid – Amount - \$210,000

b. **Claremont Nursing and Rehabilitation Center Agreement:** — (Melissa Smith) - vtc

- Celtic Hospice & Palliative Care – Routine Hospice – *Revenue*

c. **Children and Youth Agreements:** — (Jaime Reiber)

- Common Sense Adoption Services, Inc. – Foster care provider
- Northampton County Juvenile Justice Center – Detention – 1.92% Increase

d. **District Attorney/Victim Services Agreements:** — (Michelle Sibert) – 100% grant funded

- Corrections Development – Database for texting and email notifications to victims.
- Borough of Carlisle – change \$3/day for victims

e. **Drug and Alcohol Agreements:** — (Jack Carroll)

- Discovery House CC, LLC – Adding individual and group counseling
- Perry Human Services – Startup of Vivitrol program. \$71,964 for 2 years

f. **Facilities Management Agreement:** — (John Lopp)

- UGI Energy Services – Gas portion of contract

g. **Human Resources Agreement:** — (Holly Sherman)

- Concentra – Addendum – providing TB tests for Prison employees

h. **MH/IDD Agreements:** — (Sue Carbaugh)

Early Intervention FY 2018/2019

- Merle J. Crawford, MS OTR/L, LLC - Increase \$858.00
- Aspirations LLC – Addendum – Increase \$140.00

Mental Health FY 2018/2019

- Aurora Social Rehabilitation Services – Increase \$71,....

Intellectual and Developmental Disabilities FY 2019/2020

- Hempfield Behavioral Health, Inc. – Increase \$63.00
- Keon Enterprises, LLC – Decrease \$12,235
- Goodwill Keystone Area, Inc.- Decrease \$8,..
- Central PA Supportive Services Inc – Decrease \$6,722.00

Mental Health FY 2018/2019

- Geisinger Holy Spirit (MH19-0001) –
- Geisinger Holy Spirit (MH19-0079) – increasing staff

i. **Prison Agreements:** — (Travis Shenk)

- LexisNexis – 3 years – \$26,532.00
- Pennsylvania Counseling Services – Special offenders and autism

j. **Public Safety Agreement:** — (Claudia Garner) - vtc

- Tower Technology, Inc. – Analysis on four towers in the county. \$11,100.00

What is the standard for analysis of towers? Claudia offered to provide additional information. Did the two towers that need replaced get inspected. Claudia stated yes, but at the time they passed inspection.

k. **Recycling & Waste Grant Application:** — (Kirk Stoner) - vtc

- PA DEP – Household and Small Business Pollution Prevention Grant
– Amount - \$7,392.00

Advertising Ordinance 2019-4 Re: Imposing a Vehicle Weight Restriction on Dickinson School Road (T-470) Crossing the Yellow Breeches Creek in Dickinson Township, Cumberland County, PA

Kirk Stoner updated the Board regarding the condition of the bridge in Dickinson Township and is requesting a decrease in weight limit from 33 tons for singles, down to 9 tons for all. The township and school district has been notified.

Drug and Alcohol Commission Community Advisory Board Reappointment Recommendation of the Following Individual: Commissioner DiFilippo recommends **Michelle Evans** to be Reappointed to the Advisory Board for a Three (3) Year Term, Effective: — September 1, 2019 and Expiring: — August 31, 2022.

Capital Project Requests:

- **GIS Office** — (Justin Smith)
 - Pictometry 2020 Flight - Project Amount - \$158,395.00

This project helps the assessment office providing ortho imagery (birds eye view) of property. They received USGS data from PEMA in 2018, so less is needed, reducing the cost. Commissioner Hertzler question regarding buy-up vendor. Justin explained it was an unknown that pictometry would fly in addition to another flight, which was not cost saving. Municipalities are able to use the imagery with Connect Explore application.

- **Court Administration** — (Melissa Calvanelli)
 - Courtroom #5 Furniture – Project Amount - \$37,733.50

Chief Clerk Sandy Moyle explained that the furniture upgrades project is minus the executive chair.

- Courtroom Technology//FTR – Project Amount - \$64,869.56

Melissa explained the technology upgrades are needed to courtrooms 3, 4, 5, and 6 for software technology. The maintenance agreement is free for one year support package and \$700/year support for additional years.

Commissioners' Liaison Reports:

Commissioner DiFilippo

Library System Board – Met August 19, 2019

- New databases were added to the library suite
- Radio Frequency Identification (RFID) – 4 vendors responded
- Summer Read event Announced
- Carolyn Blatchley had a TV interview regarding the funding increase
- \$25,000 Grant will be used to repair the Amelia S. Givin library roof

Barbara Gleim – meeting

Purpose was to give employers an opportunity to address workforce development concerns

- Giant food mentioned a shortage of truck drivers
- Fruit growing business – apple cider (not in Cumberland County) – Townships have ordinances that hurt fruit growers. Some businesses may have to sell farms because of the ordinances.
- Municipal planning code need to be updated
- PA having highest corporate taxes in the country
- Giant Food mentioned with their sales of wine and beer the LCB rules are very strict regarding seating, isle ways, etc.

Commissioner Hertzler

Commissioner Hertzler mentioned that most the businesses in PA pay rate 3.07% corporate taxes.

Ag Land Preservation Board - Met August 14th

- Finishing up settlement on 2017 and 2018 farms
- 2019 farms are in the appraisal phase
- Annual inspection of preserved farms took place to insure compliance with the terms of the deed of agricultural conservation easement.
- Field inspections of 171 farms resulted in over 90 percent of farms in conservation easements are in full compliance.
- The County has scheduled a celebration for reaching the milestone of preserving 20,000 acres of prime farmland. It will take place on Thursday, September 26, at 11 a.m. at the Paulus Farm, 1216 South York Street, Upper Allen Township.
- Board member, Adam Denlinger, announced that he has accepted a job at the state Department of Agriculture, so he will no longer be able to attend the Ag land preservation Board meetings and is tendering his resignation. A press release will go out seeking individuals interested in volunteering to serve on the Board. Anyone who resides in Cumberland County and who has an interest in farmland preservation is welcome to apply to fill the vacancy.
- The Agricultural Land Preservation Board discussed recommendation to the Board of Commissioners on the level of county funding they are requesting to preserve more prime farm acreage in our county.
- The past three years, the Agricultural Land Preservation Board recommended an allocation of \$1 million from the General Fund for the farmland preservation program. The county allocated half of what was requested each year - \$500,000. Our constituents tell us, in conjunction with our 2017 update of the county's comprehensive plan, that they want us to provide additional funding for farmland preservation.
- An offer to the Agricultural Land Preservation Board of supporting funds from the county budget, which was unanimously accepted and was unanimously recommended by the Agricultural Land Preservation Board, is for us as commissioners to establish as policy the allocation of one percent of our county General Fund budget on an annual basis as the county's General Fund contribution for farmland preservation.

- I have prepared a draft resolution that would establish this budgetary policy. If it were in place this past year, one percent of the county budget would have provided for a General Fund contribution of approximately \$870,000 – less than the \$1 million recommended last year, and the year before, and the year before that, by the preservation Board, but more than the \$500,000 allocated.
- Based on projections, 1 percent of the county General Fund budget in 2020 would allow – combined with the anticipated state grant and state match of better than \$2 for every one county dollar -- for the preservation of up to 1,000 acres of prime farmland in the 2020 program year instead of roughly 750 acres under the current \$500,000 allocation.
- Understanding that this policy could be altered at any time by any future Board of Commissioners, my hope is that this Board and future Boards might consider both the merit and benefit of this sensible funding methodology; which I would suggest is a far sight better than the lack of any funding methodology for this important priority of the county.
- There will be a formal, written recommendation from the Agricultural Land Preservation Board during the course of the next few days.

Housing & Redevelopment Authority – Met August 16th

- Contracts have been signed for a new Information and Management Implementation System
- There may be additional funding for the Community Development Block Grants, HOME program, and the Housing Choice Voucher program.
- Submitted the annual report to HUD for Section 8 Housing Choice Voucher Program.

Commissioner Eichelberger

Regarding Farmland Preservation – 1% of the budget depends on how it is measured and needs clarified. There is a methodology of how we allocate funding. Farmland Preservation is allocated properly. The PAFR presentation shows that the Board has done their due diligence to allocate funding. The Board needs to also concentrate on goals and other program needs for the County.

CCAP – Academy of Excellence Committee - Conference call Friday, August 23.

CAEDC:

- Discussed Board development aspects
- Freeze on new Board appointments. County Solicitor reviewed the appointment process. There needs to be an appropriate number of Board members.
- Policy Planning Committee discussions with the Board Chair and CEO.

Planning Commission: Met August 15

- Staff and committee reviewed plans
- The monthly Dashboard update will be distributed
- Municipal training sessions have been successful and there are more upcoming sessions.
- Kirk Stoner will be refining their process of electronic filing of plans.

Recycling & Waste Authority: Met August 19

- There was discussion regarding the equipment program and making sure the county is protected.

Regarding Farmland Preservation: Commissioner DiFilippo mentioned that over the past four years the Board has approved \$1.75 million in general fund dollars to the Ag Land Preservation Program. The previous four years only \$280,000 was allocated. Staff looked at other counties to see how they determine allocating funding. Information has been drafted by Commissioner DiFilippo for the Board to review. A question for the Assistant Solicitor regarding the resolution that has been drafted, is that non-binding because the Board makes final approval of the budget with another resolution. Does that override this suggested resolution? Jennifer Hipp stated that in theory it could lead into more controlled documents for County Government. This resolution is to establish a policy and not a mandate.

Commissioner Eichelberger mentions that this opens the door for others wanting a certain percent of the budget. Is this the most efficient way to spend?

Jennifer Hipp questioned the resolution where the policy would remain in effect in consultation with the county Ag Land Preservation Board and would like further language added.

Report of Executive Sessions: Chief Clerk Sandy Moyle reported that there were executive sessions held on August 13, 2019 @ 11:00 a.m. and 2:00 p.m., Re: Personnel

Request for an Executive Session: Chief Clerk Sandy Moyle requested an executive session be held following the meeting Re: Personnel Issues

Adjourn: There being no further business to come before the Board, the meeting adjourned 11:08 a.m.

Respectfully Submitted,

Jennifer Crum,
Administrative Specialist