



# MINUTES

## Cumberland County Finance Meeting

January 12, 2022 at 1:30 p.m.  
Commissioners' Hearing Room  
Courthouse, Carlisle, PA

Phone (717) 240-6150 Website: [www.ccpa.net](http://www.ccpa.net)

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**Present:** Commissioners Jean Foschi, and Vincent T. DiFilippo.

**Present via Phone:** Commissioner Gary Eichelberger.

**Staff Present:** Stacy Snyder, Chief Clerk; Brigid O'Neill, Executive Assistant; Megan Fogelsanger, IMTO; Kirk Stoner, Planning.

**Staff Present via Zoom:** Jessica Flachsmann, IMTO; Samantha Krepps, Communications; Dana Best, Finance; and Keri Finkenbinder, Finance.

**Others Present via Zoom:** Brian Emberg and Ryan Hostetter, HRG.

**Call to Order:** Commissioner Foschi called the meeting to order.

**Public Comment:** None.

**Approval of Minutes:** Commissioner DiFilippo made a motion to approve the December 22, 2021 meeting minutes. Commissioner Foschi seconded the motion and the motion carried.

### **Topics of Discussion:**

#### **Discussion of and Possible Motion to Approve the Cumberland County Local Use Fee Phase 2**

**Program:** Kirk Stoner explained that Act 89 of 2013 allows counties to charge a \$5.00 user fee on vehicle registrations. The fee gives the county \$1.2 million annually and the money has ensured the success of county projects. Due to the county owned bridge maintenance schedule, he indicated it is time to begin discussing whether to retain or eliminate the fee. He explained that there are three options to focus on if the county continues to keep the fee and implement phase two of the program. (see attached). Kirk recommended the board retain the fee as the roughly \$929,000.00 received by the county will allow for the completion of additional projects.

Commissioner DiFilippo made a motion to approve the Cumberland County local use fee for the phase two program as presented with concentration on locally owned bridges over 20 feet and additional highway transportation projects. Commissioner Eichelberger seconded the motion and it unanimously carried.

#### **Discussion of and Motion to Reaffirm an Addendum to the Skilled Nursing Facility Consulting Agreement between Cumberland County and Claremont Nursing & Rehabilitation Center, LLC:**

Stacy Snyder advised this is an addendum to provide housekeeping, dietary, and laundry management at Claremont Nursing and Rehabilitation Center. This is to replace the contract with Sodexo which has ended, and this is to amend the consulting agreement with Allaire from today through February 1, 2022.

The addendum has been reviewed and approved by special council and the county solicitor. She noted the contract was approved to ensure compliance with PA DOH regulations.

Commissioner DiFilippo made a motion to reaffirm the addendum to the skilled nursing facility agreement between Cumberland County and Claremont Nursing & Rehabilitation Center as presented today. Commissioner Eichelberger seconded the motion. Commissioner Foschi opposed this motion because she opposed the original consulting agreement back in July. The motion was passed.

**Motion to Approve a Letter of Support for the rabbitCARES 2021-2022 Veterans' Trust Fund Grant Application:** Stacy Snyder explained rabbitCARES is nonprofit arm of Rabbittransit and they apply for this grant each year. They use the funding to provide services to veterans across Central PA. They would like a letter of support from the Commissioners to accompany their grant application.

Commissioner DiFilippo made a motion to approve the letter of support for the rabbitCARES 2021-2022 Veterans' Trust Fund Grant Application. Commissioner Eichelberger seconded the motion and it unanimously carried.

**Other Business:** Brian Emberg complimented the commissioners on retaining the registration fee and he noted Cumberland County was the first to adopt the fee. He shared his belief that the fee has achieved many great things and it will hopefully allow for similar bridge programs in the upcoming years. There was no other business.

**Adjourn:** There being no other business to come before the board, Commissioner DiFilippo made a motion to adjourn.

Respectfully Submitted,

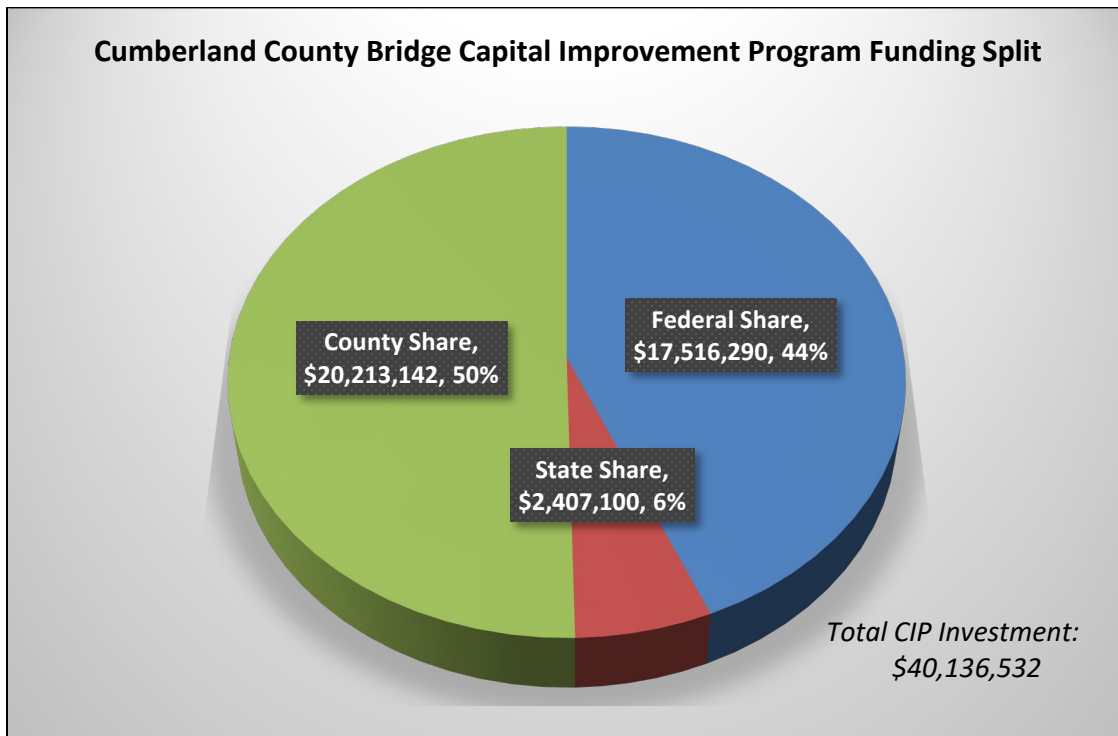
Brigid O'Neill,  
Executive Assistant

# Cumberland County Local Use Fee

## Phase 2 Program Concepts

### Background

- Act 89 of 2013, enabled counties to levy a \$5 local use fee on vehicle registrations, the proceeds of which can only be used for highway and bridge projects, as restricted by Article 8, Section 11 of the Pennsylvania Constitution.
- Cumberland County was the first county in the state to adopt the fee by ordinance, effective on 4/7/2015.
- Fee generates ~\$1.2M annually and was foundation of the county bridge capital improvement plan (CIP).
- CIP includes ~\$40M of bridge repair and replacement work on 19 poor condition county-owned from 2010 to 2024 with accelerated progress from 2015 to 2022 due to the local use fee.



### Future of the \$5 Local Use Fee

- With completion of CIP, the County can:
  - Repeal the \$5 local use fee after payment on outstanding Sample Bridge PIB loan is complete in 2030.
  - Continue collection of the \$5 registration fee and redirect its proceeds for other eligible transportation projects in the county on state or municipally owned highways and bridges.
- Early discussions with municipalities revealed ongoing transportation needs that could be addressed with the \$5 fee revenues.
- Current projections show a small surplus of ~\$400K in 2022 for all bridge funding sources.
- Need to determine next steps early in 2022 and communicate intentions and potential new program opportunities to municipal partners to allow for planning expenditures in 2023.

## Cumberland County Local Use Fee Phase 2 Program Concepts

### Prospective Program Focus Areas

- If the \$5 local use fee is retained, the County could consider a variety of potential program options including the following that have been preliminarily evaluated by staff.

<b>Program Options for Phase II Funding</b>		
<b>Focus Area</b>	<b>Scope</b>	<b>Projected Need</b>
Locally-owned bridges >20' in length	<ul style="list-style-type: none"> <li>• 38 bridges in 16 municipalities</li> <li>• Inspected under county NBIS contract</li> <li>• Condition already inventoried</li> <li>• Streamlined integration into existing rating system</li> <li>• HATS funding program in 2023 TIP</li> </ul>	<ul style="list-style-type: none"> <li>• 7 weight posted bridges</li> <li>• 5 poor condition bridges</li> <li>• 19 fair condition bridges</li> <li>• Average daily traffic (ADT) ranges from 100 to 5000</li> <li>• Initial \$2500 planning effort to establish program prioritization</li> <li>• Local bridge line item for 2025 and 2026 in HATS TIP offers leverage potential</li> </ul>
Locally-owned bridges <20' in length	<ul style="list-style-type: none"> <li>• 158 bridges in 23 municipalities</li> <li>• Unknown condition rating and ADT for most bridges</li> <li>• Lower volume bridges/culverts but still serve important transportation function</li> <li>• Potential focus of future state program</li> </ul>	<ul style="list-style-type: none"> <li>• Inspect and collect baseline data on all bridges to determine need</li> <li>• ~\$600K initial planning effort to collect baseline data for prioritization</li> </ul>
Highway transportation projects	<ul style="list-style-type: none"> <li>• Allow any eligible project to be suggested</li> <li>• Identify specific focus areas such as safety or congestion</li> </ul>	<ul style="list-style-type: none"> <li>• Specific projects not identified, but qualitatively need is known to exist</li> </ul>

## Cumberland County Local Use Fee Phase 2 Program Concepts

<b>Cumberland County Transportation Funding Sources</b>		
Revenue Source	Eligible Uses	Typical Annual Revenue/(Expenses)
\$5 Local Use Fee	<ul style="list-style-type: none"> <li>• All types of highway and bridge projects.</li> <li>• Public transit not eligible</li> </ul>	\$1.2 million
Liquid Fuels		\$250,000
Act 13	County/municipal "at risk" bridges	\$250,000
Act 89	County bridges only, no municipal bridges	\$130,000
	<b>Total All Sources</b>	<b>\$1.83 million</b>
	Annual PIB Loan Obligation for Sample Bridge (thru 2030)	(\$571,000)
	Annual County Bridge Inspections/Maintenance (Act 89 eligible)	(\$200,000)
	Funds ineligible for municipal use (Act 89)	(\$130,000)
	<b>Total Funds Available for Phase II Projects</b>	<b>\$929,000</b>

### Program Approach

- Programs could take a competitive or needs based approach:
  - **Competitive approach** – Municipalities would apply to the program to secure funding for projects in their jurisdiction. Applications would be reviewed and prioritized by staff and the Transportation Committee of the Cumberland County Planning Commission before forwarding to Commissioners for final decision making
  - **Needs based approach** – County selects and advances projects based upon the prioritization process. The highest priority projects would be funded, assuming municipal concurrence and provision of local match, as applicable
- Format of program could take the form of a **grant or loan**
  - Grant – funding provided with no reimbursement
  - Loan – low interest loan paid back to county over a period of years
  - More demand likely to come from grant program
- Programs could require varying levels of **local match**
  - No local match, 100% county funded
  - 20% local match, a typical match for other state/federal projects
  - 50% match or greater, extends available funds, but may challenge municipal resources
  - Acceptable local cash match would include private, local, state, and federal funds.
  - Local in-kind services (i.e., construction assistance) could be eligible, where applicable.
- **"Turnkey" service** for applicants
  - County engineer would complete all preconstruction and construction phase services
  - Limits time/effort in local consultant selection
  - Enhanced regulatory compliance and assurances for county
  - Streamlines project administration for county

**CONTRACT/GRANT APPROVAL PROCESS FORM**

**PART I. TO BE COMPLETED BY DEPARTMENT/OFFICE**

Contract  Grant  eGrant

Department/Office: Commissioners

Contractor/Grantor: Claremont Nursing & Rehabilitation Center LLC

Contract Action: New  Addendum  Continuation

Brief Description: second addendum to agreement

Anticipated Meeting Date: 1/12/2022 Due By/Comment: \_\_\_\_\_

Expenditure Contract: Yes  No  Form attached: Yes  No  Upload Provided:   
(if yes, attach Lawson submittal form)

Grant/eGrant: Yes  No  Grant Application:  Grant Acceptance/Contract:


(if Yes, check Grant Application or Grant Acceptance/Contract. If Grant Application is checked, complete and attach the Request for Filing an Application for a Grant form. If Grant Acceptance/Contract is checked, attach a copy of the previously completed form.)

Available Budget: Yes  No  Rental/Lease: Yes  No

**Information for the Commissioners:**

Is there a contract/grant for this service (current or prior fiscal year)?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, is this contract/grant request with the same vendor?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Previous Contract/Grant Amt.:	_____	New Contract/Grant Amt.: <u>\$ 31,450.00</u>
Increase/Decrease Amt.:	<u>\$ 31,450.00</u>	No Change/Not Applicable: <input type="checkbox"/>
Contract/Grant Term:	<u>1/12/22 to 2/1/22</u>	Funding Type: <u>general</u>
Comments:	<u>dietary and housekeeping management services</u>	

Date Submitted to Finance for Review: 1/10/2022

Department Head/Elected Official Signature: 

**PART II. TO BE COMPLETED BY FINANCE OFFICE**

Finance Office Received Date: \_\_\_\_\_ Finance Office Approved Date: \_\_\_\_\_

Date Submitted to Solicitor: \_\_\_\_\_ Purchasing Agent Signature: \_\_\_\_\_

**PART III. TO BE COMPLETED BY SOLICITOR'S OFFICE**

Solicitor's Office Received Date: \_\_\_\_\_ Solicitor's Office Approved Date: \_\_\_\_\_

Date Submitted to Commissioners/Finance: \_\_\_\_\_ Solicitor Signature: \_\_\_\_\_

**PART IV. TO BE COMPLETED BY COMMISSIONERS OFFICE\***

ASSIGNED MEETING DATE: \_\_\_\_\_

\*UNDER \$10,000 MAY BE RETURNED TO FINANCE FOR SIGNATURE AT SOLICITOR'S DISCRETION



Commissioners of Cumberland County

Gary Eichelberger, Chairman . Jean Foschi, Vice Chairman . Vincent T. DiFilippo, Secretary

January 12, 2022

Department of Military and Veterans Affairs  
Office of Administration, Bureau of Budget and Finance  
ATTN: Division of Grants  
Edward Martin Hall, Bldg. 0-47, Fort Indiantown Gap  
Annaville, Pennsylvania 17003-5002

Re: Letter of Support of rabbitCARES 2021- 2022 Veterans' Trust Fund Grant Application

To Whom it May Concern:

Our community understands that transportation is a fundamental component of ensuring veterans stay active and engaged in their communities. It has been consistently noted that lacking access to transportation to both healthcare and work is detrimental to the broader experience of veterans. With that in mind, Veterans' transportation is an identified priority at rabbitCARES and has been a focus of the organization since its inception. With this grant application, rabbitCARES is seeking to continue the existing access to care and access to employment programs for veterans and also expand their access to care program to include Union and Snyder Counties.

Having partnered with local veterans' organizations, municipalities and county government to expand transportation options for our local veterans, rabbitCARES (formerly 3P Ride) was built and modified in conjunction with veteran input. The combined efforts of rabbitCARES and its partners resulted in an ongoing and successful program that currently addresses access to care in Adams, Columbia, Cumberland, Dauphin, Montour, Northumberland, Perry, and York Counties by providing trips to designated VA clinics and providers. The program also addresses access to employment in our service areas that have fixed route service available including Adams, Cumberland, Dauphin, Franklin, and York Counties, as well as, Columbia County should fixed route be established. This is done through a monthly bus pass program for veterans accessing employment locations. This program offers one-ride passes to access job interviews and then monthly passes in a step-down fashion- providing 100% of the cost of a monthly pass the first month, 75% of the cost of a monthly pass the second month, 50% of the cost of a monthly pass the third month, and 25% of the cost of a monthly pass the fourth month. Ultimately, the program assists veterans to access employment while encouraging self-sufficiency over time.

In this grant proposal, rabbitCARES is seeking to continue the existing programs, and expand their access to care program to include Union and Snyder Counties. Please consider this application for funding to continue providing access to care and access to employment to the veterans who have so bravely served us.

Sincerely,

**CUMBERLAND COUNTY BOARD OF COMMISSIONERS**

Gary Eichelberger

Jean Foschi

Vincent T. DiFilippo



## Cumberland County Local Use Fee Phase 2 Program Concepts

### Next Steps

- Commissioner concurrence to retain/eliminate local use fee.
- Commissioner concurrence on program focus area(s) if local use fee is retained
- Staff development of program guidelines
- Communication with municipalities to allow for programming of funds
- Late 2022 open application process
- 2023 program implementation

<b>Cumberland County Bridge Capital Improvement Program Summary</b>					
<b>Completed Projects</b>	<i>Federal Share</i>	<i>State Share</i>	<i>County Share</i>	<i>Total</i>	
Encks Mill Road Bridge	\$0	\$0	\$1,060,329	\$1,060,329	
Old Gettysburg Pike Bridge (YC)	\$1,288,000	\$322,000	\$0	\$1,610,000	
Bernheisel Bridge Superstructure Replacem	\$0	\$0	\$1,799,117	\$1,799,117	
Leidigh Bridge Supestructure Replacement	\$0	\$0	\$1,124,892	\$1,124,892	
Craighead Bridge Replacement	\$3,141,578.12	\$589,045.96	\$241,957	\$3,972,581	
Greenlane Farm Rehabilitation and Paintin	\$66,216		\$547,863	\$614,079	
Ege Bridge Rehabilitation	\$0	\$0	\$588,277	\$588,277	
Orrs Bridge	\$5,498,637	\$1,030,986	\$516,750	\$7,046,373	
Wolf Bridge	\$3,247,632	\$97,326	\$60,603	\$3,405,561	
Kunkle Bridge	\$2,212,935	\$0	\$781,462	\$2,994,397	
Sample Bridge	\$0	\$0	\$4,522,273	\$4,522,273	
Ramp Bridge Rehabilitation			\$881,991	\$881,991	
Bishop Bridge Access Road	\$0	\$0	\$396,587	\$396,587	
<b>In Process Projects</b>	<i>Federal Share</i>	<i>State Share</i>	<i>County Share</i>	<i>Total</i>	<b>Projected Completion Date</b>
Slate Hill Bridge (YC)	\$0	\$0	\$1,498,452	\$1,498,452	Spring 2022
Hertzler Bridge	\$100,000	\$0	\$2,108,644	\$2,208,644	End of 2022
Roush Bridge	\$0	\$0	\$895,250	\$895,250	Fall 2022
Burgner Bridge	\$0	\$0	\$1,995,802	\$1,995,802	Fall 2022
Stonewall Bridge	\$0	\$0	\$1,131,604	\$1,131,604	Fall 2022
North Grantham Road (YC)	\$1,961,292	\$367,742	\$61,290	\$2,390,325	Fall 2026
<b>TOTALS</b>	<b>\$17,516,290</b>	<b>\$2,407,100</b>	<b>\$20,213,142</b>	<b>\$40,136,532</b>	