

**COMMISSIONERS GENERAL SESSION  
February 24, 2020**

**Present at the meeting were  
Commissioners:**

Brian S. Allen – Chairman  
Gary R. Eby – Vice-Chairman  
Brenda L. Watson - Secretary  
Shannon Hines - Chief Clerk  
William R. Bunt - Solicitor

**Present from the Press:** Jim Ryan

**Present from the Public:** Ed Albright, Karen Anderson, Miriam Briscoe, Frank Campbell, Jason Finnerty, Liz Frownfelter, James Fuller, Rich Fultz, Kristie Gantt, Dave Hammar, Sarah Keller, Dan Kilgore, Dave Magee, Roger Miller, John Patterson, Rich Pluta, Robert Ressler, Marty Smith, Michelle Thebes, Todd Trostle, Melanie Wertz, and Greg Wirth.

Commissioner Allen opened the meeting at 10:00 a.m. on February 24, 2020 with the Pledge to the Flag and a moment of silence. The meeting was recorded by the County and Karen Anderson.

**Public Comments:** Dave Magee questioned if the grant writing firm would be able to be utilized by municipalities and boroughs within the County.

Miriam Briscoe asked if the grant writing firm would also be available to not for profit organizations.

Karen Anderson stated that a written procedure should be developed that outlines the process in which organizations are selected for grant writing services.

Melanie Wertz questioned if the vehicle purchases that are on agenda were in the recently approved budget. She stated that she was able to find the Probation vehicle in the budget, but could not locate the purchase in the Conservation District’s budget.

**Approval of Minutes:** Commissioner Eby made a motion to approve the minutes of February 10, 2020. Commissioner Watson seconded the motion. All agreed. Motion carried.

**Warrant List:** Commissioner Watson made a motion to approve the warrant list dated February 18, 2020 for Fiscal Year 2019 in the amount of \$4,481.22. Commissioner Eby seconded the motion. All agreed. Motion carried.

Commissioner Eby made a motion to approve the warrant list dated February 18, 2020 for Fiscal Year 2020 in the amount of \$310,861.47. Commissioner Watson seconded the motion. All agreed. Motion carried.

**Meeting Business:** Commissioner Eby made a motion to approve the MH/IDD contracts for Early Intervention, Intellectual & Developmental Disabilities, and Mental Health in the total amount of \$86,037 for FY 2019/2020. Commissioner Watson seconded the motion. All agreed. Motion carried.

<b>Connections Early Intervention and Supports</b>	EI19-0102	\$10,000	New
<i>New</i>			
<i>EI Services Provided: Occupational therapy; special instruction</i>			
<b>BOLD Inc.</b>	ID19-0174	\$66,797	\$49,990 increase
<i>Amendment – Increase due to additional services in HCSIS</i>			

<i>IDD Services Provided: In-Home and community supports; respite</i>			
<b>NAMI Cumberland and Perry Counties, PA</b>	MH19-0011	\$9,240	Same
<i>Renewal – No change in amount from FY 18-19</i>			
<i>MH Services Provided: Family support services</i>			

Commissioner Watson made a motion to approve the contract with Penn Strategies for grant writing services in the amount of \$5,500 per month. Commissioner Eby seconded the motion. All agreed. Motion carried.

Commissioner Watson made a motion to approve the service agreement with Tom Stephenson Generator Service Inc. for the generator at the Food Bank in the amount of \$285 per year. Commissioner Eby seconded the motion based on the recommendation of the Maintenance Department. All agreed. Motion carried.

Commissioner Eby made a motion to approve the lease addendum with DAK-Son Inc. for the Children & Youth office space at an amount of \$3,566.28. Commissioner Watson seconded the motion. All agreed. Motion carried.

Commissioner Eby made a motion to approve the letter of commitment to support the Pennsylvania Association of Area Agencies on Aging entering the RFA process. Commissioner Watson seconded the motion. All agreed. Motion carried.

Commissioner Watson made a motion to approve the purchase of a 2019 Ford EcoSport for the Probation Department at a cost of \$21,189. Commissioner Eby seconded the motion. All agreed. Motion carried.

Commissioner Eby made a motion to approve the purchase of a 2020 Ford Explorer for the Conservation District at a cost of \$30,165. Commissioner Watson seconded the motion. All agreed. Motion carried.

Commissioner Eby made a motion to approve the L.E.P.C. grant for hazardous materials supplies and training for local fire departments, based on the recommendation of the Emergency Management Director. Commissioner Watson seconded the motion. All agreed. Motion carried.

**Employee Status:** Commissioner Watson made a motion to approve the promotion of Sally Baker Wheeler to the position of Caseworker 2 in the Children & Youth Services department effective February 25, 2020 at an hourly rate of \$23.27. Commissioner Eby seconded the motion based on the recommendation of the Children & Youth Director. All agreed. Motion carried.

**Solicitors Report:** None

**Public Comments:** Ed Albright, representing the New Bloomfield Water Authority, stated that the drought watch is no longer in effect. He also commented that the water authority went out to Penn Bid for the final bidding process for the filtration project.

Melanie Wertz encouraged the Board to develop a request for proposals process regarding the grant writing services that were approved during the meeting. She stated that a standard process would help ensure that all organizations are evaluated equally and transparency is maintained. Ms. Wertz offered her grant writing experience to the Commissioners to aid in this process, as well.

**Comments from Press:** Jim Ryan questioned if there was an increase to the DAK-Son Inc. lease.

Commissioner Watson made a motion to adjourn at 10:26 a.m. Commissioner Eby seconded the motion. All agreed. Motion carried.

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Shannon Hines, Chief Clerk

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Brenda L. Watson, Secretary