



BOARD OF COMMISSIONERS' AGENDA

Tuesday, April 30, 2019, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Board of Commissioners. For items not on the agenda, the Board of Commissioners will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

IV. MEETING MINUTES

Minutes from the Tuesday, April 23, 2019 Board of Commissioners' meeting.

Action: *APPROVE the meeting minutes from April 23, 2019.*

V. ANNOUNCEMENT

VI. PROCLAMATION

- A. Proclamation No. 10 of 2019 – Proclaiming May 5-11, 2019 as Corrections Employee Week in Centre County.

Action: *ADOPT Proclamation No. 10 of 2019.*

- B. Proclamation No. 11 of 2019 – Proclaiming May 2019 as Mental Health Awareness Month in Centre County.

Action: *ADOPT Proclamation No. 11 of 2019.*

VII. PRESENTATION

C-NET

VIII. REQUEST FOR PROPOSALS

Human Services – Crisis Assessment Services

Action: *APPROVE advertisement of RFP - Crisis Assessment Services.*

IX. CONTRACTS

- A. Central Booking – Contract renewal with the Pennsylvania Chiefs of Police Association to provide 24/7 maintenance on CPIN and LiveScan systems. The new LiveScan all in one system installed on April 11 includes one year of warranty and service with the purchase agreement. The contract total is \$4,520 for one year of CPIN maintenance and four months prorated maintenance of LiveScan for the period of January 1, 2019 through December 31, 2019 – Dept. 334.

Action: Add the contract renewal with the Pennsylvania Chiefs of Police Association to next week's Consent Agenda.

B. Correctional Facility

- i. Renewal SAVIN maintenance and service agreement with the Pennsylvania District Attorney's Institute. This service provides notification to victims upon an offenders release from Prison. There is no cost for this contract for the period of January 1, 2019 through December 31, 2019 – Dept. 333.
- ii. Contract addendum with cb3 Solutions, LLC to provide additional services for the waste load study in 2019. cb3 Solutions, LLC will provide professional engineering services to the Correctional Facility as they begin a new municipal industrial pre-treatment program with Bellefonte Borough. The contract total is \$1,500 for the period of May 7, 2019 through December 31, 2019 – Dept. 333.

Action: Add the renewal with the Pennsylvania District Attorney's Institute and addendum with cb3 Solutions, LLC to next week's Consent Agenda.

- C. Emergency Communications – Consider decommissioning and removal of a 9-1-1 tower site in Rush Township. Total cost to remove the site and restore the area to its original condition is \$10,738.60.

- i. Proposal from Centre Communications, Inc. to remove all tower components including antennas, mounts, feedlines, and tower steel in the amount of \$7,362 to be completed by July 31, 2019 – Dept. 354.
- ii. Proposal from T.M. Perryman Excavating in the amount of \$6,468.60 – Dept. 354.
1. Demolition of the shelter and landscape work at the 9-1-1 tower site in Rush Township in the amount of \$3,106.60.
 2. Road maintenance at the Port Matilda and Pine Hill tower sites in the amount of \$3,362.

Action: Add the proposals from Centre Communications, Inc. and T.M. Perryman Excavating to next week's Consent Agenda.

- D. Planning - Revision to the Federal Fiscal Year 2015 Community Development Block Grant (CDBG) budget with the Department of Community and Economic Development to reallocated \$4,319 that remains from the Julian Sewer Plant Activity as follows: \$1,626 to the Unionville master water meter project, \$1,654 to the Moshannon water meter project, and \$1,039 to the Potters Mills sewer system project. The project total is \$4,319 for the period of July 27, 2016 through July 26, 2019 – Dept. 151.

Action: Add the revision to the Federal Fiscal Year 2015 CDBG budget to next weeks' Consent Agenda.

- E. Recorder of Deeds – Agreement with Worldpay, LLC and Government Payment Services, Inc. to provide GovPayNet Payment Network to accept payments on the County's behalf made using credit and debit cards. Cardholders will be charged a service fee, this contract is at no cost to the County for the period of May 7, 2019 through May 6, 2020 – Dept. 133.

Action: Add the agreement with Worldpay, LLC and Government Payment Services, Inc. next weeks' Consent Agenda.

F. Risk Management

- i. Deductible Reimbursement and Security Agreement with PMA for the period of January 1, 2019 through January 1, 2020 – Dept. 112.
- ii. CNS accident insurance policy for the Retired Senior Volunteer Program through The CIMA Companies, Inc. The total premium is \$628.90, which is funded as follows: Federal \$440.23 and County \$188.67 for the period of July 1, 2019 through July 1, 2020 - Dept. 112.

Action: Add the Deductible Reimbursement and Security Agreement with PMA and the policy with The CIMA Companies, Inc. to next week's Consent Agenda.

G. Transportation

- i. Acquisition of five vehicles for the County Business Fleet, four being replacement vehicles and one for the District Attorney's Office. These vehicles will be provided as a Penn State In-Kind Service in the total all-inclusive amount of \$50,682.50
1. 2013 Dodge Caravan with 54,276 miles all-inclusive amount of \$9,515
 2. 2014 Chevrolet Impala with 60,241 miles all-inclusive amount of \$8,910
 3. 2013 Ford Explorer with 51,838 miles all-inclusive amount of \$10,505
 4. 2013 Ford Explorer with 52,970 miles all-inclusive amount of \$10,505
 5. 2015 Ford Explorer with 73,780 miles all-inclusive amount of \$11,247.50

- ii. Notification to the Pennsylvania Department of Transportation considering Shared Ride and Persons with Disabilities Program changes – Dept. 531.

Action: Add the acquisition from Penn State and notification to the Pennsylvania Department of Transportation to next week's Consent Agenda.

X. LETTER OF SUPPORT

Letter of support on behalf of ClearWater Conservancy's efforts to secure funding for a permanent conservation easement on Windy Hill Farm in Ferguson Township – Dept. 111.

Action: APPROVE the letter of support on behalf of ClearWater Conservancy.

XI. CONSENT AGENDA

A. Correctional Facility

- i. Contract with Global Tel*Link Corp to provide installation, management, operation and maintenance for the following services: inmate telephone services, IP enabled tablets, financial and imaging systems. The contract has a revenue minimum guarantee of \$96,000 annually, paid in equal monthly payments of \$8,000 for the duration of the contract through September 20, 2025 - Dept. 333.
- ii. Contract renewal with the Central Pennsylvania Workforce Development Corporation (CPWDC) to provide staff training, training materials, and follow-up support as needed for the WorkKeys program. The contract total is \$66.75 per exam and \$35 for shipping during the period of December 1, 2018 through November 30, 2019 – Dept. 333.
- iii. Contract with The Central Pennsylvania Workforce Development Corporation (CPWDC) for a WIN Courseware Agreement to provide onsite WIN Career Readiness Courseware Service. WIN Courseware is an online interactive tool used by CPWDC. The agreement provides unlimited WIN service through the CPWDC license for unlimited administration access, Spanish version, PDF Materials of lessons, WIN Career Exploration, and technical/troubleshooting assistance. The contract total is \$500 for the period of December 1, 2018 through November 30, 2019 – Dept. 333.

- B. Emergency Communications – Lease agreement with T-Mobile Northeast LLC for the Woodward Tower Site. The initial lease for 2019 is \$27,000 with a 2% increase for each succeeding year. The agreement total is \$140,509.09 for the period of April 1, 2019 through March 31, 2024 and will automatically renew for four additional five-year terms – Dept. 354.

- C. Emergency Management – Submission of the Hazardous Material Emergency Response preparedness assessment for 2018 to the Pennsylvania Emergency Management Agency (PEMA) – Dept. 352.

D. Human Services

i. MH/ID/EI – D&A

1. Agreement with Cen-Clear Child Services, Inc. to provide early intervention services which will include occupational therapy, physical therapy, special instruction, speech language pathology, and IFSP teaming. The contract total is \$90,000, which will be funded as follows: State \$81,000 and County \$9,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
2. Agreement with Strawberry Fields, Inc. to provide early intervention services which will include occupational therapy, physical therapy, special instruction, speech language pathology, and IFSP teaming. The contract total is \$345,000, which is funded as follows: State \$310,500 and County \$34,500 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.

- E. Sheriff – Contract renewal for the software maintenance agreement with Teleosoft, Inc. County Suite: Sheriff. The contract total is \$12,037 for the period of January 1, 2019 through December 31, 2019 – Dept. 211.

XII. ADMINISTRATOR'S REPORT

XIII. LIQUID FUELS

XIV. FEE FOR LOCAL USE

XV. CHECK RUN

Check run in the amount of \$346,241.99 dated April 25, 2019.

Action: *APPROVE the check run dated April 25, 2019.*

XVI. DISCUSSION ITEMS

Spring Board Update

XVII. RECOGNITION

XVIII. C-NET REQUESTS

XIX. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

B. Announcements

XX. EXECUTIVE SESSION REPORT

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XXI. ACTION ON PERSONNEL ITEMS

Correctional Facility - Consider approval of the appointment for Alyssa E. Shawley, full-time Kitchen Supervisor, Correctional Facility, (p.c. #73, non-exempt, replacing C. Sotak), at SG-N08A(01)--\$13.52/hour, effective May 6, 2019, pay period 10. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$9,630, annualized salary increase for 2020 \$645 – Dept. 333.

XXII. PUBLIC MEETING SCHEDULE

Tuesday, April 30, 2019

BOC Meeting – 10:00 AM – Room 146WB

EBT Meeting – 11:00 AM – Room 146WB

Thursday, May 2, 2019

Retirement Board – 11:00 AM – Room 146WB

Tuesday, May 7, 2019

BOC Meeting – 10:00 AM – Room 146WB

Thursday, May 9, 2019

Prison Board of Inspectors – 8:00 AM - CCCF

BOC/Salary Board – 10:00 AM – Room 146WB

Tuesday, May 14, 2019

BOC Meeting – 10:00 AM – Room 146WB

Thursday, May 16, 2019

BOC/Salary Board – 10:00 AM – Room 146WB

XXIII. BID / PROPOSAL SCHEDULE

XXIV. ELECTION ANNOUNCEMENTS

Tuesday, May 14, 2019

Last day to apply for a civilian absentee ballot.

Friday, May 17, 2019

Last day for County Board of Elections to receive voted civilian absentee ballots.

Tuesday, May 21, 2019

Municipal Primary

XXV. QUESTIONS FROM THE PRESS

XXVI. ADJOURNMENT