



## BOARD OF COMMISSIONERS' AGENDA

Tuesday, June 12, 2018, 10:00 A.M.

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

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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, June 5, 2018 Board of Commissioners' meeting.

Action: *APPROVE the meeting minutes from June 5.*

V. PROCLAMATION

- A. Proclamation 21 of 2018 – Proclaiming June 11-15, 2018 as Child Welfare Service Providers Week.

Action: *ADOPT Proclamation 21 of 2018.*

VI. CNET REPORT

VII. REQUEST FOR PROPOSALS

- A. Facilities Management – Opening of Proposals for the RFP – Janitorial Services – Dept. 161.

Action: *Table RFP-Janitorial Services until June 19 for review.*

- B. Financial Management – General Obligation Note, Series of 2018 – Dept. 113.

Action: *APPROVE advertisement of the RFP – General Obligation Note, Series of 2018.*

VIII. CHECK RUN

Check run in the amount of \$520,051.60 dated June 8, 2018

Action: *APPROVE the check run dated June 8, 2018.*

IX. ADMINISTRATOR'S REPORT

X. CONTRACTS

A. Court Administration

- i. Purchase of a prisoner holding bench for the Philipsburg Magisterial District Judges Office and submission of the invoice to the Administrative Office of Pennsylvania Courts (AOPC) for reimbursement through the AOPC Security Reimbursement Grant. The total cost is approximately \$835.30 – Dept. 254.
- ii. Installation of access control features to a door at the Philipsburg Magisterial District Judges Office and submission of the invoice to the Administrative Office of Pennsylvania Courts (AOPC) for reimbursement through the AOPC Security Reimbursement Grant. The total cost is \$1,300 – Dept. 254.

*Action: APPROVE security upgrades at the Philipsburg Magisterial District Judges Office and submission of the invoices to the AOPC for reimbursement.*

- iii. Contract renewal with Pitney Bowes for the postage machine in the Philipsburg Magisterial District Judges Office. The contract total is \$5,862 for the period of July 30, 2018 through July 29, 2023 – Dept. 254.
- iv. Contract renewal with Pitney Bowes for the mailing machine in the Centre Region Magisterial District Judges Office. The contract total is \$8,398.20 for the period of July 30, 2018 through July 29, 2023 – Dept. 252.

*Action: Add the contract renewals with Pitney Bowes to next week's Consent Agenda.*

- B. MIS/RBA – Contract renewal with Renmark USA for the Schneider Electric UPS and power distribution unit. The unit is backed by a generator to provide uninterrupted power for critical IT and network equipment. The contract total is \$4,894.60 for the period of May 8, 2018 through May 7, 2019 – Dept. 142.

*Action: Add the contract renewal with Renmark USA to next week's Consent Agenda.*

- C. Recorder of Deeds – Agreement with RBA Professional Data Systems, Inc. for the development and implementation of automated clearing house process for transfer of tax payments to municipalities and school districts from the Recorder of Deed's Office. The total cost is \$3,728 – Dept. 133.

*Action: Add the agreement with RBA Professional Data Systems, Inc. to next week's Consent Agenda.*

- D. Risk Management – Contract with Berkley Accident and Health for Volunteer Accident Insurance Policy to cover Court Alternative Sentencing Participants, Aging volunteers, and inmates doing offsite service work. The contract total is \$4,450 for the period of July 1, 2018 through June 30, 2019 – Dept. 112.

*Action: Add the policy with Berkley Accident and Health to next week's Consent Agenda.*

E. Human Services

i. Transportation

1. Department of Transportation Consolidated Capital Grant Award for the purchase of four accessible transit busses for the Para-transit fleet. The total award is \$275,000, which is funded as follows: Federal \$220,000 and State \$55,000 for Federal Fiscal Year 2017-2018 – Dept. 531.
2. Purchase of four General Motors 23' accessible Transit Buses that are fully equipped from Rohrer Bus Company. The total cost per bus is \$68,732 a total cost of \$274,928, which is funded by the Department of Transportation Consolidated Capital Grant – Dept. 531.

*Action: Add Department of Transportation Grant Award and purchase from Rohrer Bus Company to next week's Consent Agenda.*

ii. MH/ID EI & D&A

1. Contract renewal with Community Integrations, LLC to provide emergency transportation services. The contract total is \$7,500, which is funded as follows: State \$7,154 and County \$346 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
2. Contract renewal with Crossroads Counseling, Inc. to provide drug and alcohol services that include case management, individual, group, and intensive outpatient therapy, recovery house, and medication assisted therapy. The contract total is \$144,200, which is funded as follows: Federal \$43,742, State \$96,995, and County \$3,463 for the period of July 1, 2018 through June 30, 2019 – Dept. 562.
3. Contract renewal with Housing Transitions, Inc. to provide services that include emergency housing assistance for drug and alcohol clients. The contract total is \$5,000, which is funded as follows: State \$4,770 and County \$230 for the period of July 1, 2018 and June 30, 2019 – Dept. 562.

*Action: Add the agreement with Community Integrations, LLC, Crossroads Counseling, Inc., Housing Transitions, Inc. to next week's Consent Agenda.*

F. Commissioners – Resolution 8 of 2018 approving Centre County Libraries application for the Keystone Grant for Public Facilities – Dept. 111.

*Action: ADOPT Resolution 8 of 2018.*

XI. CONSENT AGENDA

Action: *APPROVE Consent Agenda Items A-F.*

- A. GIS – Maintenance contract renewal with ESRI, Inc. to provide support and software updates. The contract total is \$23,750 for the period of August 22, 2018 through August 21, 2019 – Dept. 155.
- B. Planning – Pennsylvania Department of Community and Economic Development (DCED) sub grantee agreement with Millheim Borough for the Federal Fiscal Year 2017 Community Development Block Grant (CDBG) entitlement funds to be used for a water transmission main replacement along Route 445, north of the Borough. The total agreement is \$231,700 and is Federally funded for the period of June 12, 2018 through April 14, 2020 – Dept. 817.
- C. RBA – Agreement with RBA Professional Data Systems, Inc. for license support for the third party IBM Informix database and third party GUI client software maintenance that forms the basis for thirteen RBA developed software applications used by the County. The contract total is \$32,266 for the period of January 1, 2018 through December 31, 2018 – Dept. 142.
- D. Register of Wills – Contract with Info Quick Solutions, Inc. for the microfilming of estate records. The estimated contract total is \$22,620 for the period of June 12, 2018 through December 11, 2019 and will be paid for by the data automation fund – Dept. 224.
- E. Tax Claim – Contract renewal with Palmetto Posting, Inc. for posting properties for the 2018 Upset Tax Sale and posting of the 2017 Return and Claim Notices. These postings are a requirement of the Real Estate Tax Sale Law. The contract total is estimated at \$18,000 for the period of June 30, 2018 through May 31, 2019 – Dept. 123.
- F. Human Services
  - i. Adult Services
    - 1. Partnership agreement with the Eastern Pennsylvania Continuum of Care (CoC) for the Connect to Home: Coordinate Entry System of Eastern PA. This agreement is a requirement of the Department of Housing and Urban Development (HUD) mandate for all CoC/HUD grant recipients. This agreement is at no cost to the County – Dept. 501.
    - 2. 2018 PHARE Grant agreement to assist eligible households with rental assistance. Eligible households must have a gross annual income that is at or below 200% Federal Poverty Level and they must live in a Centre County municipality that is designated as impacted by Marcellus Shale. The total grant award is \$22,000, which is matched with \$30,000 of ACT 137 funds, and \$13,000 leveraged from the Human Services Block Grant for a project total of \$65,000 for the period of May 1, 2018 through October 31, 2019 – Dept. 501.

ii. Aging

1. Contract with Holly Reigh to teach and facilitate the Evidence Based Program "Enhanced Wellness" that is funded by the Pennsylvania Department of Aging, Health and Wellness (Title IIID). The contract total is not to exceed \$8,200 annually and is State funded for the period of May 15, 2018 through June 30, 2020 – Dept. 521.
2. Contract with Evelyn Wald to teach and facilitate the Evidence Based Program "Enhanced Wellness" that is funded by the Pennsylvania Department of Aging, Health and Wellness (Title IIID). The contract total is not to exceed \$8,200 annually and is State funded for the period of May 15, 2018 through June 30, 2020 – Dept. 521.

iii. Transportation – Acquisition of three vehicles from Penn State University:

1. 2013 Dodge Caravan for Transportation's Paratransit fleet to replace Van #54 that is no longer in service - \$9,130 – Dept. 532.
2. 2013 Chevrolet Impala Sedan for the Sheriff Department to replace S18 that was removed in November 2017 - \$9,900 – Dept. 532.
3. 2014 Chevrolet Malibu Sedan for Children and Youth Services to replace car #5 that was removed in January 2018 - \$9,900 – Dept. 532

The vehicles will be provided as a Penn State In-Kind Service in the total all-inclusive amount of \$28,930 – Dept. 532.

iv. MH/ID and EI

1. Contract renewal with Hear, Inc. to provide drug and alcohol services including halfway housing for adult male and female individuals. The contract total is estimated at \$5,000, which is funded as follows: State \$4,770 and County \$230 for the period of July 1, 2017 through June 30, 2018 – Dept. 562.
2. Contract renewal with Pamela Cospser to provide intellectual disability services including certified interpreter services. The contract total is \$5,500, which is funded as follows: State \$5,246 and County \$254 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
3. Contract renewal with John Boswell, M.D. to provide mental health outpatient services. The contract total is \$2,000, which is funded as follows: State \$1,908 and County \$92 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
4. Contract renewal with Quest Services, Inc. to provide drug and alcohol services that include case management, outpatient, intensive outpatient, and intervention. The contract total is \$25,000 which is funded as follows: State \$23,840 and County \$1,160 for the period of July 1, 2018 through June 30, 2019 – Dept. 562.

5. Contract renewal with Clear Concepts Counseling to provide drug and alcohol services that include case management, individual, group, and intensive outpatient therapy. The contract total is \$40,000, which is funded as follows: Federal \$21,013, State \$18,145. and County \$842 for the period of July 1, 2018 through June 30, 2018 – Dept. 562.

v. Children and Youth

1. Contract addendum with Avanco International for the CAPS Service Provider Agreement to provide consulting services. The contract total is \$10,000, which is funded as follows: Federal \$1,600; State \$5,040; and County \$3,360 for the period of October 1, 2017 through June 30, 2018 – Dept. 511.
2. Contract renewal with Centre County Youth Service Bureau to provide residential services for dependent/delinquent youth. The contract total is \$1,653,023, which is funded as follows: State \$1,368,086 and County \$284,937 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
3. Contract renewal with Sign Language Specialists of Western PA to provide sign language interpreting services. The contract total is \$6,000, which is funded as follows: State \$4,800 and County \$1,200 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
4. Contract renewal with Children's Advocacy Center to provide forensic interview services. The contract total is \$24,000, which is funded as follows: State \$19,200 and County \$4,800 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
5. Contract renewal with Aimee Senott to provide counseling services. The contract total is \$12, 000, which is funded as follows: State \$9,600 and County \$2,400 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
6. Contract renewal with Pamela McCloskey to provide counseling services. The contract total is \$10,000, which is funded as follows: State \$8,000 and County \$2,000 for the period of July 1, 2018 through June 30, 2019 – Dept.511.
7. Contract renewal with H. Denning Mason, Esq. to provide legal services. The contract total is \$6,000, which is funded as follows: State \$4,800 and County \$1,200 for the period fo July 1, 2018 through June 30, 2019 – Dept. 511.
8. Contract renewal with Bobbie Rabuck, Esq. to provide legal services. The contract total is \$30,000, which is funded as follows: State \$24,000 and County \$6,000 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
9. Contract renewal with Kimberly Hamilton, Esq. to provide legal services. The contract total is \$2,000, which is funded as follows:

\$1,600 AND County \$400 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.

10. Contract renewal with Claire Kimmel, Esq. to provide legal services. The contract total is \$14,000, which is funded as follows: State \$11,200 and County \$2,800 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
11. Contract renewal with The Law Office of James P. Johnson, Esq. to provide legal services. The contract total is \$16,000, which is funded as follows: State \$12,800 and County \$3,200 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
12. Contract renewal with Stephanie Cooper, Esq. to provide legal services. The contract total is \$1,000, which is funded as follows: State \$800 and County \$200 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
13. Contract renewal with the YMCA of Centre County – Moshannon Valley to provide childcare services. The contract total is \$500, which is funded as follows: State \$400 and County \$100 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
14. Contract renewal with Kids Court Childcare and Learning Center to provide childcare services. The contract total is \$4,000, which is funded as follows: State \$3,200 and County \$800 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
15. Contract renewal with Abbas House Daycare to provide childcare services. The contract total is \$12,000, which is funded as follows: State \$9,600 and County \$2,400 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
16. Contract renewal with Your First Page Learning and Development Center to provide childcare services. The contract total is \$20,000, which is funded as follows: State \$16,000 and County \$4,000 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
17. Contract renewal with the Childcare Center at Hortwoods (PSU) to provide childcare services. The contract total is \$2,500, which is funded as follows: State \$2,000 and County \$500 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.

XII. DISCUSSION ITEMS

XIII. RECOGNITION

XIV. C-NET REQUESTS

XV. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

B. Announcements

- i. Small Business Development Center Lenders Expo
- ii. The Centre County Board of Assessment and Revision of Taxes will meet on Thursday, June 14, 2018 in Room 146 of the Willowbank Building at 11:00 AM.

XVI. EXECUTIVE SESSION REPORT

XVII. PUBLIC MEETING SCHEDULE

Tuesday, June 12, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, June 14, 2018

Prison Board of Inspectors – 8:00 AM - CCCF

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

Board of Assessment – 11:00 AM – Room 146WB

Tuesday, June 19, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, June 21, 2018

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

XVIII. ELECTION ANNOUNCEMENTS

Wednesday, August 1, 2018

Last day to circulate and file nomination papers.

Wednesday, August 8, 2018

Last day for withdrawal by candidates nominated by nomination papers.

XIX. QUESTIONS FROM THE PRESS

XX. ADJOURNMENT