



BOARD OF COMMISSIONERS' AGENDA

Tuesday, June 18, 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, June 11, 2019 Board of Commissioners' meeting.

Action: *APPROVE the meeting minutes from June 11, 2019.*

V. REQUEST FOR PROPOSALS

- A. Office/Space Locations and Buildout – For the leasing and buildout of office space within the boundaries of Magisterial District Court No. 49-1-01 and Magisterial District Court No. 49-3-05.

Action: *Table RFP – Office/Space Locations and Buildout for review.*

- B. Facilities Management – To perform a card access control systems upgrade at the Willowbank Building, Centre County Courthouse, Courthouse Annex, Records Building, Summit Park, and State College Magisterial District Judges Office – Dept. 161.

Action: *APPROVE advertisement of the RFP – Card Access Control System Upgrade.*

VI. RESOLUTION

Resolution 4 of 2019 – A resolution as required for environmental reviews associated with projects funded by Community Development Block Grant (CDBG) funds designating the Director of Planning and Community Development as the Certifying Officer and the Senior Planner administering the program as the Environmental Officer – Dept. 817.

Action: *Add Resolution 4 of 2019 to next week's Consent Agenda.*

VII. CONTRACTS

- A. Court Administration – Contract with RBA Professional Data Systems, Inc. to provide software enhancements to the E-Jury program. The enhancements will allow jurors to receive payment for their services by the use of a debit card. The total cost of the contract is \$2,250 and includes training and annual software maintenance – Dept. 271.

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

- B. Human Services – Contract with Service Access and Management, Inc. (SAM) to provide fiscal operations for the Transportation Department. Operations will include staff training, fiscal reporting, payroll, and revenue and expenditure review. The contract total is \$24,000 for the period of July 1, 2019 through December 31, 2019 – Dept. 531.

Action: Add the contract with Service Access and Management Inc. to next week's Consent Agenda.

- C. Information Technology Services (ITS) – Agreement with RBA Professional Data Systems, Inc. to provide management information services and products. The contract total is \$65,927.02 per month and will increase annually by the Consumer Price Index (CPI). Based on prior increases in CPI, an estimated yearly 2% increase, the contract total is estimated at \$2,445,368.19 for the period of July 1, 2019 through June 30, 2022 – Dept. 142.

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

D. Probation

- i. Contract with BTM Software Solutions to provide case management software. The contract total is \$3,300 for the period of September 1, 2019 through December 31, 2019 and \$9,950 for the period of January 1, 2020 through December 31, 2020 – Dept. 301.
- ii. Contract with Mythics to provide 29 licenses for Oracle Database Standard Edition 2 with software and license support. The contract total is \$7,801.29 for the period of one year ending July 2020 – Dept. 301.

Action: Add the contract with BTM Software Solutions and Mythics to next week's Consent Agenda.

- E. Public Defender – Contract renewal with Thomson Reuters to provide Westlaw Proflex. The contract total is \$76,436.72 for the period of August 1, 2019 through July 31, 2022 – Dept. 132.

Action: Add the contract renewal with Thomson Reuters to next week's Consent Agenda.

F. Planning

- i. Submission of the semi-annual Federal Fiscal Year 2015 Community Development Block Grant (CDBG) Monitoring Activity Progress Report (MAPR) to the Department of Community and Economic Development (DCED) – Dept. 817.
- ii. Amendment No. 3 to the Cooperative Agreement with Miles Township Water Authority East for the purpose of implementing the Rebersburg East Main Street waterline replacement project. This amendment extends the contract termination date from May 1, 2019 to July 31, 2019 – Dept. 817.
- iii. Delegation of signing authority for Community Development Block Grant (CDBG) invoices. This will delegate Raymond J. Stolinas, Director of Planning and Community Development with authority to sign all CDBG invoices for submittal to the Department of Community and Economic Development (DCED) – Dept. 817.
- iv. Memorandum of Understanding with the Centre County Housing Authority (CCHA), whereby the County agrees to assume environmental review responsibilities for the Authority for Federal programs under the US Department of Housing and Urban Development. This MOU is effective for the period of June 25, 2019 through June 24, 2020. To extend the MOU, the Authority shall provide written notification to the County of its desire no later than ninety days prior to the expiration of the initial term - Dept. 817.

Action: Add Planning items i-iv to next week's Consent Agenda.

- v. Bellefonte to Milesburg Trail Study report completed by Pashek & MTR. – Dept. 151.

Action: Accept the final report from Pashek & MTR and authorize staff to submit required documents for grant close out and final reimbursement from DCED.

VIII. OTHER BUSINESS

Financial Management – Submission of the 8038CP form to the Internal Revenue Service (IRS), which is required to receive a credit payment for the RZEBD General Obligation Bond Series of 2010 – Dept. 113.

Action: Add submission of the 8038CP form to next week's Consent Agenda.

IX. LETTER OF SUPPORT

Letter in support of election equipment reimbursement in the State Budget FY19-20.

Action: APPROVE submission of the letter of support to Governor Tom Wolf.

X. CONSENT AGENDA

Resolution 3 of 2019 - A resolution in support of Restore Pennsylvania, a \$4.5 billion infrastructure improvement plan – Dept. 111.

- XI. ADMINISTRATOR'S REPORT
- XII. LIQUID FUELS
- XIII. FEE FOR LOCAL USE
- XIV. ABC Resignation

The citizens listed in the table below have offered their time and energy to serve on the indicated authorities, boards or committees.

ABC	Name	Action	Term
Agricultural Land Preservation Board	Norman Lathbury	Resignation	September 1, 2017 - June 13, 2019

Action: *APPROVE the ABC resignation*

- XV. CHECK RUN

Check run in the amount of \$631,863.54 dated June 13, 2019.

Action: *APPROVE the check run dated June 13, 2019.*

- XVI. DISCUSSION ITEMS
- XVII. RECOGNITION
- XVIII. C-NET REQUESTS

- A. CNET sponsorship for Community Conversation about Mental Health Services in Centre County to be held on Thursday, June 27 at 6:30 PM in the Courthouse Annex.
- B. CNET Sponsorship of the Blueprint for Success ceremony to be held on Friday, July 26 from 11:30 AM – 2:00 PM at The Penn Stater.

- XIX. REPORTS - ANNOUNCEMENTS
 - A. Voter Registration Report
 - B. Announcements

- XX. EXECUTIVE SESSION REPORT

- XXI. PUBLIC MEETING SCHEDULE

Tuesday, June 18, 2019

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

Records Improvement Committee – 2:00 PM – Room 144WB

Thursday, June 20, 2019

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

Tuesday, June 25, 2019

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

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Thursday, June 27, 2019

Finance Committee – 9:00 AM – Room 146WB

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

Retirement Board – 11:00 AM – Room 146WB

XXII. BID / PROPOSAL SCHEDULE

Tuesday, June 11, 2019

RFP – Holt Memorial Library – Contract Award

RFP – Crisis Assessment Services – Opening

Friday, June 14, 2019

RFP – Office Space/Locations – MDJ Offices – Responses Due

Tuesday, June 18, 2019

RFP – Office Space/Locations – MDJ Offices - Opening

Tuesday, June 25, 2019

RFP – Crisis Assessment Services – Contract Award

July 2019

RFP – Office Space/Locations – MDJ Offices – Contract Award

XXIII. ELECTION ANNOUNCEMENTS

Thursday, August 1, 2019

Last day to circulate and file nomination papers.

Thursday, August 8, 2019

Last day for withdrawal by candidates nominated by nomination papers.

Monday, August 12, 2019

Last day for withdrawal by candidates nominated at the Primary.

XXIV. QUESTIONS FROM THE PRESS

XXV. ADJOURNMENT