



## BOARD OF COMMISSIONERS' AGENDA

Tuesday, December 17, 2019, 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, December 10, 2019 Board of Commissioners' meeting.

V. PRESENTATION

Human Services Administrator Natalie Corman to introduce representatives from Center for Community Resources and Service Access and Management, Inc.

VI. 2020 BUDGET ADOPTION

- A. The 2020 County Budget in the amount of \$84,333,038 of which \$82,123,801 is for the operating budget and \$2,209,237 is for capital reserve – Dept. 111

Action: *ADOPT the 2020 County Budget.*

- B. Resolution 19 of 2019 – Enacting a tax levy and rate as follows: total millage of 7.84 mills on real estate assessed valuation at the rate of taxation of \$.78 on each \$100.00 of assessed valuation of taxable property.

Action: *ADOPT Resolution 19 of 2019.*

- C. Consider a two percent (2%) step increase effective pay period 1 (December 22, 2019) for all non-union employees. Employees on probationary status as of December 22, 2019 will receive a two percent (2%) step increase upon satisfactory completion of the probationary period. Employees at step 26 will receive a one-time payment of two percent (2%) of their annual salary in pay period 2. Salaries for employees who received an adjustment are inclusive of the two percent (2%) step increase.

Action: *APPROVE the two percent (2%) step increase effective pay period 1 for all non-union employees.*

VII. CONTRACTS

A. Controller

- i. Letter of Engagement with Baker Tilly Virchow Krause, LLP for the audit year 2019. The contract total is \$76,500 for the period of January 1, 2020 through December 31, 2020 – Dept. 125.
- ii. Recognizing the change of the Partner in Charge at the office of Baker Tilly Virchow Krause, LLP. John Compton has been named the new Partner in Charge, formerly Rick Bair. Mr. Compton previously served as Review Partner – Dept. 125.

*Action: Add the letter of engagement and acknowledgement of the change of Partner in Charge with Baker Tilly Virchow Krause, LLP to the January 7, 2020 Consent Agenda.*

- B. Correctional Facility – Intergovernmental housing agreement designating the Centre County Correctional Facility as a facility for the housing of Tenant County inmates. The contract rate is \$65 per day for the period of January 1, 2020 through December 31, 2020.

- i. Berks County – Dept. 333
- ii. Clearfield County – Dept. 333
- iii. Elk County – Dept. 333.
- iv. Lycoming County – Dept. 333.
- v. Northumberland County – Dept. 333.
- vi. Schuylkill County – Dept. 333.
- vii. Union County – Dept. 333.

*Action: APPROVE the intergovernmental housing agreements.*

- C. Elections – Proposal from Election Systems & Software for the purchase of two DS450 high-speed digital image scanners. The total cost is \$95,975, which is 60% reimbursed by the Department of State in the amount of \$57,585 – Dept. 131.

*Action: APPROVE the purchase from Election Systems & Software.*

- D. Facilities Management – Contract with Nittany Professional Cleaning, Inc. to perform the services as outlined in the RFP – Janitorial Services. The contract total is \$10,520 per month for the period of January 1, 2020 through December 31, 2020 – Dept. 161.

*Action: APPROVE the contract with Nittany Professional Cleaning, Inc.*

- E. Information Technology Services – Contract renewal with RBA Professional Data Systems to provide license and support for third party IBM Informix Database and 4JS client software. This license and support is for the County's GUI applications. The contract total is \$32,976 for the period of January 1, 2020 through December 31, 2020 - Dept. 142.

Action: *APPROVE the contract renewal with RBA Professional Data Systems.*

- F. Capital Projects – Contract amendment with Weber Murphy Fox, Inc. (WMF) to provide construction administration services. This amendment increases the number of hours from 94 to approximately 300 hours, as needed, not to exceed \$25,000 for the period of January 1, 2020 through May 30, 2020 – Dept. 971.

Action: *Add the contract amendment with WMF to the January 2, 2020 Consent Agenda.*

- G. Commissioners – Advertisement of a legal notice in the Centre Daily Times to announce the Organization and Salary Board meetings to be held on Monday, January 6, 2020 – Dept. 111.

Action: *APPROVE advertisement of the legal notice in the Centre Daily Times.*

#### VIII. CONSENT AGENDA

- A. Court Administration - Contracts with seven attorneys to provide court appointed counsel: Ronald McGlaughlin, Steven Trialonas, Karen Muir, Justin Miller, Charles Kroboth, Stephanie VanHorn, and Julian Allatt. Each individual contract is for a one-year period for up to 25 cases in the amount of \$18,750, which is to be divided into equal monthly payments. The contract total for all seven attorneys is \$131,250 for the period of January 1, 2020 through December 31, 2020 and an additional \$750 per appointment beyond the first 25 cases – Dept. 271.
- B. GIS – Data sharing agreement with the Pennsylvania State Geospatial Coordinating Board – Dept. 155.
- C. Emergency Communications – Contract amendment with Tyler Technologies to provide an existing software upgrade. The total cost is \$2,560 – Dept. 354.
- D. Emergency Management – 2019 Emergency Management Grant Agreement (EMPG) through the Pennsylvania Emergency Management Agency (PEMA). This provides a 50% reimbursement for salary and benefits of staff in Emergency Management during the period of October 1, 2018 through September 20, 2019 – Dept. 351.
- E. Housing – Contract renewal with Corman Home Sales and Property Management LLC for the 134 East Pike Street and 127 East High Street properties. The contract management fee is 10% of the agreed collected monthly rent and for each new tenant/lease written; the Agent fee is one-half of a full month's rent. The term of the contract is for the period of January 1, 2020 through December 31, 2020 - Dept. 815.

F. Human Services

i. Adult Services – Contract with Service Access and Management, Inc. to provide assistance and administrative support for the PHARE Rental Assistance Program. The contract total is \$52,000, which is funded as follows: State \$22,000 and County \$30,000 for the period of January 1, 2020 through December 31, 2020 – Dept. 501.

ii. MH/ID

1. Contract addendum with Center for Community Resources to include telephone and mobile crisis intervention services. The contract total is \$335,000, which is funded as follows: State \$319,556 and County \$15,444 for the period of January 2, 2020 through June 30, 2020 – Dept. 561.
2. Contract with Service Access and Management, Inc. to provide delegate emergency services. The contract total is \$54,000, which is funded as follows: State \$51,510 and County \$2,490 for the period of January 2, 2020 through June 30, 2020 – Dept. 561.

G. Risk Management – Workers Compensation Insurance Policy renewal with PMA Companies in partnership with The Hartman Agency, Inc. Total premium is \$148,570 with a \$200,000 deductible for the period of January 1, 2020 through January 1, 2021 – Dept. 112.

H. Tax Assessment - Contract renewal with Evaluator Services and Technology, Inc. to provide EST software license maintenance and departmental support. The contract total is \$26,004 for the period of January 1, 2020 through December 31, 2020 – Dept. 121.

I. RESOLUTION

i. Resolution 18 of 2019 – Authorizing submission of the application for funding from the Commonwealth of Pennsylvania Redevelopment Assistance Capital Program (RACP) grant of \$2,500,000 for redevelopment of the Titan Park Plant 1 and Plant 4 Buildings – Dept. 151.

J. GRANTS

i. Planning Redevelopment Assistance Capital Program grant documents for the Navitus, LLC for the purpose of redeveloping the Titan Park Plant 1 and Plant 4 Buildings.

1. Cooperation Agreement with Navitus, LLC (sub-grantee) the recipient of a Redevelopment Assistance Capital Program grant funding in the amount of \$2,500,000 from the Commonwealth of Pennsylvania – Dept. 151.
2. Submission of a statement of compliance with the Pennsylvania Redevelopment Assistance Capital Program requirements – Dept. 151.

3. Submission of an opinion of counsel stating there is no litigation pending involving the County related to the RACP Grant and/or the Project – Dept. 151.

IX. ADMINISTRATOR’S REPORT

Resolution 11 of 2019 – Fourth Quarter Report

X. LIQUID FUELS

- A. Payment in the amount of \$29,500 to Curtin Township for completion of project #18-14205-001 for the rebuild and resurface of Woomer Divide Road - Dept. 411.
- B. Payment in the amount of \$20,000 to Union Township for completion of project 19-14223-002 for application of fiber reinforced chip seal to Unionville Pike – Dept. 412.
- C. Liquid Fuels application to PennDOT from Rush Township in the amount of \$64,100 for Casanova Road Spur resurfacing project. Project total is \$190,159 – Dept. 411.

*Action: APPROVE Liquid Fuels payments to Curtin and Union Townships and submission of the liquid fuels application to Penn DOT.*

XI. FEE FOR LOCAL USE

Payment in the amount of \$55,614 to Union Township for completion of project #19-14223-002 for application of fiber reinforced chip seal to Unionville Pike - Dept. 412.

*Action: APPROVE Fee for Local Use payment to Union Township.*

XII. PRESENTATION

XIII. DISCUSSION ITEMS

XIV. ABC Appointment/Re-Appointment/Term Expiration/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
RSVP Advisory Council	Melvin Curtis	Term Expiration	2/21/2017 – 12/31/2019
RSVP Advisory Council	Bonita DeBrasky	Term Expiration	6/1/2017 – 12/31/2019
Aging Advisory Council	Molly Schwartz	Term Expiration	1/1/2017 – 12/31/2019
RSVP Advisory Council	Paul Confer	Re-Appointment	1/1/2020 – 12/31/2022
RSVP Advisory Council	Sandra Lopez	Re-Appointment	1/1/2020 – 12/31/2022
Higher Education Authority	Guy Rudy	Re-Appointment	1/1/2020 – 12/31/2024
Library and Historical Museum Board of Trustees	Karen Drosnes	Term Expiration	19/18/2018 – 12/31/2019

Library and Historical Museum Board of Trustees	John Sengle	Term Expiration	1/1/2017 – 12/31/2019
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Action: *APPROVE the ABC appointments, re-appointments, resignations, and term expirations.*

XV. CHECK RUN

Check run in the amount of \$1,832,389.63 dated December 16, 2019.

Action: *APPROVE the check run dated December 16, 2019.*

XVI. C-NET REQUESTS

XVII. RECOGNITION

XVIII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

B. Announcements

i. Centre County Government Offices will be closed on Tuesday, December 24 and Wednesday, December 25 for the Christmas Holiday.

ii. The Board of Commissioners' Meetings scheduled for Tuesday, December 24 and Tuesday, December 31, 2019 are cancelled.

XIX. EXECUTIVE SESSION REPORT

XX. PUBLIC MEETING SCHEDULE

Tuesday, December 17, 2019

BOC Meeting- 10:00 AM – Room 146WB

Thursday, December 19, 2019

Finance Committee – 9:00 AM – Room 146WB

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

XXI. BID / PROPOSAL SCHEDULE

XXII. ELECTION ANNOUNCEMENTS

XXIII. QUESTIONS FROM THE PRESS

XXIV. ADJOURNMENT