



BOARD OF COMMISSIONERS' MINUTES

Tuesday, January 24, 2017 10:00 A.M.
Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

Commissioner Pipe called to order the Board of Commissioners meeting at 10:00 AM on Tuesday, January 24, 2017. In attendance were Commissioners Michael Pipe, Chair; Mark Higgins, Vice-Chair; Steven G. Dershem, Commissioner; Acting Administrator - Director of Finance, Denise L. Elbell, Deputy Administrator/Human Services Natalie Corman, Executive Secretaries, Natalie Bird and Kimberly Smeltzer.

III. NO PUBLIC COMMENT

Representatives present from the news media included Gary Sinderson, Leon Valsechi Mallory Lane, Kerry Webster, and Emma Gosalvez.

Visitor(s) present included Tom Zilla, Norm Lathbury, Vana Dainty, Kym Burke, and Cheryl White.

County Personnel present included Gene Lauri, Sarah Walter, Dale Neff, Krista Davis, Chris Schell, Chuck Witmer, Cathy Arbogast, Mark Smith, Thomas Backenstoe, Ron Millward, and Bryan Sampsel,

C-NET Staff were present

IV. MEETING MINUTES

- A. Motion by Commissioner Higgins to approve the Minutes from the Board of Commissioners meeting held Tuesday, January 17, 2017. The motion was seconded by Commissioner Dershem and unanimously approved.

V. ACTION ITEM(S)

- A. Motion by Commissioner Higgins to approve Ordinance No. 1 of 2017 – This Ordinance is intended to supplant and replace the prior Hotel Room Tax Ordinance and amended Hotel Room Tax Ordinances. This Ordinance does not raise the tax rate. Rather, this Ordinance codifies the changes in Act 18 of 2016. Motion seconded by Commissioner Dershem and unanimously approved.

- B. Motion by Commissioner Pipe to table following item indefinitely:
PLANNING & COMMUNITY DEVELOPMENT – Approve a survey proposal between the County and Franson Engineering and Surveying for a 0.5 acre parcel located on Wood Street in Bellefonte Borough that is owned by Centre County. The contract total is \$1,220.

Motion seconded by Commissioner Dershem and unanimously approved.

- C. Motion by Commissioner Higgins to approve a CHECK RUN in the amount of \$1,159,657.97 dated January 20, 2017. Motion seconded by Commissioner Dershem and unanimously approved.

VI. DEPARTMENT HEADS – DIRECTORS – GUESTS – Motion by Commissioner Higgins to add the following (A-H) to the Consent Agenda for Tuesday, January 31, 2017:

- A. RESOLUTION NO. 1 OF 2017 – Acknowledging the matching partnerships between the County and Potter, Halfmoon & Ferguson Townships for the purchase of Conservation Easements in 2017.
- B. AGRICULTURAL LAND PRESERVATION – Certify a total of \$375,834.13 in appropriations for the 2017 Program Year of the Agricultural Land Preservation Program. \$80,000 standard County allocation, \$16,135.47 in 2016 Clean & Green Interest, \$262,718.66 commitment from Halfmoon Township under MPP, \$6,980 commitment from Ferguson Township under MPP, \$10,000 commitment from Potter Township under MPP.

Sarah Walter and Norm Lathbury provided background information on the Agricultural Land Preservation Program.

- C. COMMISSIONERS – Approve the following:
- i. Memorandum of Understanding between the County on behalf of the Centre County Planning & Community Development Office and other County agencies, and the Centre Regional Planning Agency (CRPA) on behalf of the Centre County Metropolitan Planning Organization (CCMPO), to establish the joint rights and responsibilities of each party in completing transportation planning and project development activities. The contract period is January 1, 2017 to December 31, 2017;

Tom Zilla provided background information on the above referenced item.

- ii. Contract between the County and The HR Office to provide consulting services in regard to auditing the overtime schedules and related work scheduling process used within EC for employees that are working in the position of Tele-Communicator. The contract total is \$4,000 for the period February 1, 2017 to March 15, 2017;
- iii. Contract Renewal between the County and Sungard Public Sector for the annual maintenance on the accounting software. The contract total is \$32,447.59 for the period February 1, 2017 to January 31, 2018.

Denise Elbell provided background information on the above referenced items.

D. EMERGENCY COMMUNICATIONS – 9-1-1 – Approve the following:

- i. Contract Renewal between the County and SBM Electronics for annual maintenance for the Verint Audiolog Voice Logging Equipment. The contract total is \$24,850.80 with the source of funding as 911ELG for the period January 31, 2017 to January 30, 2018;
- ii. Contract Renewal between the County and Allied Mechanical & Electrical to provide preventative maintenance on the equipment room HVAC unit. The contract total is \$690 for the period January 1, 2017 to December 31, 2017.

Dale Neff provided background information on the above referenced items.

E. RISK MANAGEMENT – Approve the following:

- i. Announcement of a free Community Health Initiative for the month of February-Nutrition Habit Challenge;

Krista Davis, Kym Burke from One on One Fitness, and Cheryl White from Centre Volunteers in Medicine provided background information on the above referenced items. Those interested can register online at www.nutritionhabitchallenge.com. The 28-day challenge begins on February 1, 2017.

- ii. Contract Renewal between the County and Dr. Cassandra Botti to provide medical oversight for the County's AED program. The contract total is \$300 for the period January 1, 2017 to December 31, 2017.

Krista Davis provided background information on the above referenced item. Commissioner Dershem also noted that Dr. Botti has been very helpful with the naloxone program in the County.

F. PRISON – Approve the following:

- i. Contract Renewal between the County and DSI-ITI, LLC for the maintenance, updates and service for the Offender Management System, Offender Call System and Imaging Systems. The contract total is \$5,220 for the period January 1, 2017 to December 31, 2017;
- ii. Contract Renewal between the County and the Women's Resource Center to provide assistance in complying with the Federal Prison Rape Elimination Act;
- iii. Contract Renewal between the County and the Pennsylvania State Police to investigate all PREA allegations;

Chris Schell provided background information on the above referenced items.

- iv. Contract between the County and Schaedler-Yesco to provide hardware and services to implement a solution for the Controls Migration. The contract total is \$241,000 for the period February 1, 2017 to March 3, 2017.

Denise Elbell provided background information on the above referenced item.

G. AGING – Approve Contract between the County and Bobbie Rabuck, Esquire to perform duties as an Attorney for the County's Office of Aging at a rate of \$6,840 for the period January 15, 2017 to December 31, 2017.

Natalie Corman provided background information on the above referenced item.

H. CONTROLLER – Contract Renewal between the County and Milliman for the County's Actuarial Valuation (GASB 45) and accrued liability for "Other Post-Employment Benefits for FY 2016-2017. The contract total is \$12,595.

Chuck Witmer provided background information on the above referenced item.

Motion to move items to the Consent Agenda for January 31, 2017 was seconded by Commissioner Dershem and unanimously approved.

- VII. CONSENT AGENDA – Commissioner Higgins motioned to approve the following (A-B) Consent Agenda items:
- A. CENTRAL BOOKING – Contract Renewal between the County and PA Chiefs of Police Association for 24/7 maintenance for CPIN & LiveScan. The contract total is \$6,800 for the period January 1, 2017 to December 31, 2017.
 - B. PLANNING & COMMUNITY DEVELOPMENT – Approve the following:
 - i. Execute the CDBG Sub-grantee Agreements between the County and Huston Township (\$130,200), and Mountain Top Regional Water Authority East (\$28,000) and Unionville Borough (\$81,000) for the 2015 Community Development Block Grant (CDBG) Program for a total of \$239,200 for the period December 5, 2016 to April 14, 2019;
 - ii. Approve a Grant Agreement between the County and the Commonwealth of PA – Department of Environmental Protection (DEP) for the 2017 West Nile Virus Grant. The grant total is \$44,000 for the period January 1, 2017 to December 31, 2017;
 - iii. Memorandum of Understanding for the Final Land Development Plan for the Pennsylvania State University - ARL Test Facility Building (7,946 sq. ft.) as well as corresponding infrastructure to service the proposed land development activity located in Benner Township. This Memorandum will be used to satisfy the requirements specified in the PA Municipalities Planning Code Act 247, as amended – Dept. 151.

The motion was seconded by Commissioner Dershem and unanimously approved.

- VIII. TOURISM/HISTORY
N/A

- IX. DISCUSSION ITEM(S)

- A. Housing Authority – Denise Elbell discussed the Property Management Agreement explaining that the agreement is to continue operating under the current contract. Commissioner Higgins made a motion to move the agreement to the Consent Agenda for January 31, 2017. The motion was seconded by Commissioner Dershem and unanimously approved.

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- B. MH/ID/EI-D&A – Gene Lauri, Tom Backenstoe, Cathy Arbogast and Mark Smith discussed the Bureau of Justice Assistance Grant for Treatment Court. Funding received from the grant would be utilized for implementation of a drug court in Centre County. The drug court would only see non-violent offenders and adults; targeting probation and parole violators and those with a high potential to reoffend. After discussion there was consensus with the Board of Commissioners to move forward with the grant preparation.
- C. Vana Dainty asked for \$20,785 for additional tenant improvements for SpringBoard Incubator in Bellefonte. Vana was excited to announce the new carpeting has arrived and she will be going to look at workstations later this week. Commissioners agreed to release the budgeted funds.

X. CORRESPONDENCE RECEIVED

The following correspondence was received in the Commissioners' Office and will be handled appropriately

- A. GHI – Act 89
- B. Spring Township – Resolution 2017-01
- C. Commonwealth of PA – PennDOT- BPT-\$40,004.25
- D. PennDOT – Bridge Inspection
- E. CCAP – Insurance Information

XI. RECOGNITIONS

N/A

XII. C-NET REQUESTS – Motion by Commissioner Higgins to approve the following:

- A. Sponsorship of the Old House Fair – Friday, April 28, 2017 – Ed McMahon – Keynote Speaker
- B. Bulletin Board Message - Toss Your Hat in the Ring – Wednesday, February 1, 2017 at 7:00 PM – (Snow Date – February 6, 2017) Centre County Government - Room 146WB.

Motion seconded by Commissioner Dershem and unanimously approved.

XIII. REPORTS – ANNOUNCEMENTS – ELECTIONS

- A. Denise Elbell reported Executive Sessions were held January 18, 2017 from 2:30 PM – 3:00 PM for personnel issues and January 19, 2017 from 2:00 PM to 2:15 PM for legal issues.

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- B. Commissioner Dershem reported there are currently 123,448 registered voters in Centre County. Precinct #35 – Unionville had a 77.55% voter turnout at the last election.

C. ANNOUNCEMENTS

Tuesday, January 24, 2017

Board of Commissioner's – 10:00 AM – Room 146WB
Department Head Meetings – 1:30 – 4:00 PM – Room 144WB

Wednesday, January 25, 2017

RSVP Advisory Council – 12:30 PM – Room 146WB
SEDA-COG Board Meeting – 1:00 Pm – Lewisburg

Thursday, January 26, 2017

BOC/Salary Board – 10:00 AM – Room 146WB - AS NEEDED
Retirement Board – 11:00 AM – Room 146WB
Department Head Meetings – 1:30 – 4:00 PM – Room 144WB
Public Safety Training Center Advisory Committee – 6:00 PM – Room 146WB

Friday, January 27, 2017

Criminal Justice Advisory Board – 11:45 AM - CCCF

XIV. ELECTION ANNOUNCEMENTS

Tuesday, February 14, 2017

First day to circulate and file nomination petitions

Tuesday, March 7, 2017

Last day to circulate and file nomination petitions

Wednesday, March 8, 2017

First day to circulate and file nomination papers

Wednesday, March 22, 2017

Last day for withdrawal by candidates who filed nomination petitions

Monday, April 17, 2017

Last day to REGISTER before the primary

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Tuesday, May 9, 2017

Last day to apply for a civilian absentee ballot

Friday, May 12, 2017

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

Tuesday, May 16, 2017

MUNICIPAL PRIMARY

XV. QUESTIONS FROM THE PRESS

- XVI. MOTION BY COMMISSIONER HIGGINS to adjourn the meeting at 11:16 AM. Motion seconded by Commissioner Dershem and unanimously approved.

ATTEST:

Denise L. Elbell, Acting Administrator/
Director of Finance