



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, February 7, 2017, 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

Commissioner Pipe called to order the Board of Commissioners meeting at 10:03 AM on Tuesday, February 7, 2017. In attendance were Commissioners Michael Pipe, Chair; Mark Higgins, Vice-Chair; Steven G. Dershem, Commissioner; Administrator, Margaret N. Gray; Deputy Administrator, Natalie Corman; Director of Finance, Denise L. Elbell; and Executive Secretary, Natalie Bird.

### III. NO PUBLIC COMMENT

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

Visitor(s) present included Vana Dainty, Joe Vigleone, Pamela Salokangas, MaryAnn Volders, Mark Keller, Joan Andrews, and several students from South Hills School of Business & Technology and Central Pennsylvania Institute of Science and Technology.

County Personnel present included Dave Lomison, Mike Bloom, Nick Barger, and Sandy Shuckers.

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 31, 2017. The motion was seconded by Commissioner Dershem and unanimously approved.

### V. ACTION ITEM(S)

- A. PROCLAMATION NO. 1 OF 2017 – Proclaiming February 2017 as “Career and Technical Education Month” in Centre County. Students and staff from Central Pennsylvania Institute of Science and Technology as well as South Hills School of

Business and Technology spoke on their involvement and the programs they are studying. Commissioner Higgins made a motion to approve proclaiming the month of February 2017 as Career and Technical Education Month. The motion was seconded by Commissioner Dershem and unanimously approved.

- B. PLANNING – Mike Bloom provided a presentation on the Bellefonte to Milesburg Trail feasibility study and preconstruction analysis; the study area will consist of about 2.5 miles. Approximately 25 letters of support were received regarding this project and a grant for \$70,500 was obtained along with a county match of \$15,300 from nine local donors. Commissioner Higgins made a motion to approve the request for proposals and authorize advertisement with any changes requested by County Solicitor, Elizabeth DuPuis. The motion was seconded by Commissioner Dershem and unanimously approved – Dept. 151.
- C. Motion by Commissioner Higgins to approve a CHECK RUN in the amount of \$514,653.38 dated February 3, 2017 and an additional \$250.70 from Liquid Fuels for payment to reimburse the General Fund for the payment of electric bills for the traffic light. Motion was seconded by Commissioner Dershem and unanimously approved.

VI. DEPARTMENT HEADS – DIRECTORS – GUESTS – Motion by Commissioner Higgins to add the following (A-B) to the Consent Agenda for Tuesday, February 14, 2017:

- A. ADULT SERVICES – Faith Ryan discussed a contract between the County and Service Access & Management, Inc. to administer the oversight of the 2016 PHARE grant funds in the amount of \$60,000. The total allocation that can be expended on administration cost is \$3,000 for the period February 1, 2017 to December 31, 2017. The funds from the PHARE grant will be used to help offset some of the Marcellus shale impact.
- B. TRANSPORTATION – Dave Lomison spoke on the Pennsylvania State University In-Kind purchase of a 2013 Dodge Durango with 78,208 miles to replace a 2009 Dodge Durango in Mapping and Tax Assessment Office. The total cost is \$19,580.00 all inclusive.

Motion was seconded by Commissioner Dershem and unanimously approved.

VII. CONSENT AGENDA – Commissioner Higgins motioned to approve the following (A-E) Consent Agenda items:

- A. CONTROLLER – Submission of 2016 Actuarial Valuation Report for the Centre County Employees' Retirement Plan – Dept. 125.

- B. COURT ADMINISTRATION – Contract Renewal between the County and Vigilant Security, Inc., to provide security monitoring/panic buttons. The contract total is \$453.75 for the period February 1, 2017 to January 31, 2018 – Dept. 271.
- C. MH/ID/EI/D&A - Proposal between the County and Service Access and Management, Inc. for orientation, training, and support for the Assistant Administrator for service and supports coordination. The proposed total funding amount is \$5,325 (\$2,750 for January and February, \$1,375 for March, and \$400 per month for April, May, and June) with the source of funding as follows: State \$4,934; County Match \$391 for the period February 7, 2017 to June 30, 2017 – Dept. 561.
- D. PRISON– Contract Renewal between the County and Central Pennsylvania Workforce Development Corporation (CPWDC) for staff training, training materials, and follow-up support as needed for the WorkKeys program. The contract total is \$62.25 per examinee with a shipping charge of \$35 for the period December 1, 2016 to November 30, 2017 – Dept. 333.
- E. REGISTER OF WILLS – Contract Renewal between the County and Law Office of Miller, Kistler and Campbell to provide Solicitor services at \$1,000 for an annual retainer of general advice and a rate of \$175 per hour if specific legal matters would occur. The contract period is January 1, 2017 to December 31, 2017 – Dept. 214.

The motion was seconded by Commissioner Dershem and unanimously approved.

VIII. TOURISM/HISTORY

IX. DISCUSSION ITEM(S)

- A. Pamela Salokangas & Joe Vignone, Finance Director of Centre Region Parks and Recreation discussed the 2017 budget request and opening of the new Active Adult Center in the Nittany Mall. Almost 200 people attended the ribbon cutting ceremony at their Grand Opening. They have signed a lease for the space at the Nittany Mall through July 1, 2030 and are receiving on average 12 new applications per week for services provided at the center. From July 2015 to July 2016 the center saw a 152% increase in the number of residents served and a 128% increase in the number of meals served.
- B. Nick Barger – GIS – Discussed activating the OpenData site for GIS. The website will be accessible from a link on the County webpage and will give the community and local municipalities a place to access a multitude of data.

C. Jim Erickson of Blue Mountain Quality Resources in State College provided a display showing the workstations that were donated to the SpringBoard Incubator in Bellefonte which Vana Dainty, Executive Director, was very thankful to receive. Jim founded Blue Mountain Quality Resources in 1989. The work stations are only about two and half years old and were originally purchased for about \$23,000. With the company's recent move to a new location Jim was happy to donate and support the local incubator.

X. CORRESPONDENCE RECEIVED

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

- A. PA Department of Community and Economic Development – CDBG Performance Review Monitor
- B. Commonwealth of PA – EI 3<sup>rd</sup> Quarter \$206,023
- C. Commonwealth of PA – Price Adjustment \$6,300.95
- D. Youth Service Bureau – Bruce Knox Award Nomination
- E. Commonwealth of PA – Zika Grant \$2,190.78
- F. Commonwealth of PA – PEMA \$84,314.46
- G. Larson Design Group – Bloody Skillet and Whiskey Springs ATV Trail Meeting Notice
- H. U.S. Department of Commerce – 2020 Census Local Update
- I. Commonwealth of PA – CS-OA-PCCD Grant \$21,572.38
- J. Commonwealth of PA – Absentee Ballot Reimbursement \$443.40
- K. First Data Reporting Services – 1099-K
- L. Commonwealth of PA - 1099-MISC

XI. RECOGNITIONS

N/A

XII. C-NET REQUESTS

N/A

XIII. REPORTS – ANNOUNCEMENTS – ELECTIONS

- A. Administrator Margaret N. Gray did not have any executive sessions to report.
- B. Commissioner Dershem reported there are currently 123,344 registered voters in Centre County. Precinct #37 Benner South had a 73.08% voter turnout in the last election.

C. ANNOUNCEMENTS

- i. Centre County Government Offices will be closed Monday, February 20, 2017 in observance of President's Day.

Tuesday, February 7, 2017

BOC – 10:00 AM – Room 146 WB

Department Head Meetings – 1:30 – 4:00 PM – Room 144WB

Wednesday, February 8, 2017

Thursday, February 9, 2017

Prison Board – 8:00 AM – Centre County Correctional Facility

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

Department Head Meetings – 1:30 – 4:00 PM – Room 144WB

Friday, February 10, 2017

Centre County Youth Center Board Meeting

Re Entry Coalition – Center County Correctional Facility

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

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

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- XVI. MOTION BY COMMISSIONER HIGGINS to adjourn the meeting at 11:28 AM. Motion seconded by Commissioner Dershem and unanimously approved.

ATTEST:

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Margaret N. Gray  
Administrator