



BOARD OF COMMISSIONERS' MINUTES

Tuesday, October 11, 2016, 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.

Commissioner Pipe called to order the Board of Commissioners meeting at 10:00 AM on Tuesday, October 11, 2016. 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 and Executive Secretary Kimberly Smeltzer.

Representatives present from the news media included Kerry Webster, Aaron Thomas, Gary Sinderson, Jeremy Hartley, and Emma Gosalvez.

Visitors present included Dana Shoemaker and Don Kiel.

County Personnel present included Bryan Sampsel, Joe Davidson, Cathy Arbogast, Julia Sprinkle, Bill Browder, Phil Cahill, and Joyce McKinley.

C-NET Staff were present

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IV. MEETING MINUTES

- A. Motion by Commissioner Higgins to approve the Minutes from the Board of Commissioners meeting held Tuesday, October 4, 2016. Motion seconded by Commissioner Dershem and unanimously approved.

V. ACTION ITEMS

- A. Motion by Commissioner Higgins to approve a CHECK RUN in the amount of \$676,347.58 dated October 7, 2016. Motion seconded by Commissioner Dershem and unanimously approved.

VI. DEPARTMENT HEADS – DIRECTORS – GUESTS – Motion by Commissioner Higgins to add the following (A-G with the exception of F) to the Consent Agenda for Tuesday, October 18, 2016.

A. MH/ID/EI-D&A – Approve the following:

- i. Contract Addendum between the County and Crossroads Counseling, Inc., to allow monies to provide additional drug and alcohol outpatient services in the amount of \$5,557 increasing the maximum from \$128,144 to \$133,701 with the source of funding as follows: State \$93,131; Federal \$37,144; County \$3,426 for the period July 1, 2015 to June 30, 2016;
- ii. Year- End Expenditure Report for Fiscal Year 2015-2016 for SCA Drug and Alcohol Program.

Cathy Arbogast provided background information on the above referenced items.

B. CHILDREN & YOUTH SERVICES – Approve the following:

- i. Contract between the County and Bethany Christian Services of Western PA to provide foster care services to dependent/delinquent youth. The contract total is \$6,000 with the source of funding as follows: State \$4,800; County \$1,200 for the period July 1, 2016 to June 30, 2017;
- ii. Contract Renewal between the County and Cornell Abraxas to provide residential services to dependent/delinquent youth. The contract total is \$186,820 with the source of funding as follows: State \$112,092; County \$74,728 for the period 2015-2016;
- iii. Contract Renewal between the County and Children's Center for Treatment and Education to provide shelter/foster/residential services to dependent/delinquent youth. The contract total is \$3,000 with the source of funding as State \$2,400; County \$600 for the period July 1, 2016 to June 30, 2017;

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- iv. Contract Renewal between the County and Pathways Adolescent Center to provide residential services to dependent/delinquent youth. The contract total is \$50,000 with the source of funding as follows: State \$40,000; County \$10,000;
- v. Contract Renewal between the County and Cornell Abraxas Group, Inc., to provide shelter/residential services to dependent/delinquent youth. The contract total is \$125,000 with the source of funding as follows: State \$75,000; County \$50,000 for the period 2016-2017;
- vi. Contract Renewal between the County and Pentz Run Youth Services to provide shelter/residential services to dependent/delinquent youth. The contract total is \$12,000 with the source of funding as follows: State \$9,600; County \$2,400 for the period July 1, 2016 to June 30, 2017;
- vii. Contract Renewal between the County and Centre County Women's Resource Center to provide CAPP Program Services. The contract total is \$4,900 with the source of funding as follows: State \$3,920; County \$980 for the period July 1, 2016 to June 30, 2017;
- viii. Contract Renewal between the County and Lifespan Family Services. The contract total is \$30,000 with the source of funding as follows: State \$24,000; County \$6,000 for the period July 1, 2016 to June 30, 2017;
- ix. Contract Renewal between the County and George Jr. Republic in PA to provide shelter/residential services to dependent/delinquent youth. The contract total is \$40,000 with the source of funding as follows: State \$24,000; County \$16,000 for the period July 1, 2016 to June 30, 2017;
- x. Contract Renewal between the County and Wardell & Associates to provide reunification, independent living and family service aide services. The contract total is \$2,306,624 with the source of funding as follows: State \$1,809,803; Federal \$44,370; County \$452,451.

Julia Sprinkle provided background information on the above (10) referenced items.

- C. RECORDER OF DEEDS – Approve the purchase of equipment between the County and CDW-Government for offsite redundancy of data, programs, files, and server backup(s) for disaster recovery and equipment failure purposes. As major components are document images and data for the Recorder of Deeds. The capabilities however will be sufficient to cover ALL County offices and departments, along with future growth. The contract total is \$32,171.19 to include three year licensing and support with the source of funding as Records Improvement Funds.

Joe Davidson and Bill Browder provided background information on the above referenced item.

- D. RBA/MIS – Proposal for replacement WEBIA System between the County and CDW Government. With acceptance, the project will continue with expected full implementation likely by the end of November. The replacement system will provide a number of improvements and necessary security and technical updates over the existing system which has been in operation for twelve years. The contract total is \$96,900 with the source of funding as IT Replacement Funds.

Joe Davidson and Phil Cahill provided background information on the above referenced item.

- E. ELECTIONS – Approve the following:
- i. Lease Agreement between the County and Pitney Bowes for lease/rental of Postage Machine. The lease total is \$347.29 monthly for the period September 1, 2016 to August 31, 2021;
 - ii. Renewal of Maintenance Contract between the County and Pitney Bowes for the letter folder. The contract total is \$554.04 for the period September 1, 2016 to August 31, 2017.

Joyce McKinley provided background information on the above referenced items as well as the upcoming November Election.

- F. PLANNING & COMMUNITY DEVELOPMENT – Approve the following:
- i. Participation Agreement between SEDA-COG Natural Gas Cooperative, Inc. and the counties of Centre, Clinton and Mifflin. The purpose of this agreement is to ensure that each participating county has a natural gas distribution project and defines the responsibilities for a Capital Project Committee of the SEDA-COG Natural Gas Cooperative;

- ii. Approve \$1,000 contribution from the County to the SEDA-COG Natural Gas Cooperative, Inc. for 2016 and a *similar amount* to be included in the County's Fiscal Year 2017 budget to be used as start-up funds.

Sue Hannegan and Don Kiel provided background information on the above referenced items. Once things are finalized these two items will be added to a future agenda.

- G. PRISON – Intergovernmental Housing Agreement between the County and Crawford County to house tenant inmates at a rate of \$65/day for the period September 28, 2016 to December 31, 2016.

Denise Elbell provided background information on the above referenced item.

Motion seconded by Commissioner Dershem and unanimously approved.

- VII. Motion by Commissioner Higgins to approve the following CONSENT AGENDA Items (A-B with the exception of B iii. Tracy Small) Action on this contract was tabled for a future meeting.

- A. COMMISSIONERS – Business Incubator Consulting Agreement between the County and Rural Business Innovation Corporation (RBI) to provide consulting services and temporary operational support and implementation of a Business Incubator Program for Centre County in the Bellefonte area for the purposes of economic development efforts. Time will be billed at a rate of \$45/hour including travel time and a travel expense at \$.70/mile for on-site visits. A cap of \$8,000 will be in place for the period September 1, 2016 to December 31, 2016. This Agreement will replace the Memorandum of Understanding originally signed on August 30, 2016 – Dept.111.

- B. MH/ID/EI-D&A – Approve the following:

- i. Early Intervention Evidence Based Implementation Grant between the County and Tuscarora Intermediate Unit #11 to allow TIU, through the Department of Human Services – Office of Child Development and Early Learning, to disburse grant funds to approved grantees for training and technical assistance to early intervention programs. These state funds have been awarded to programs to focus on a program priority area addressing social relationships, language, and early literacy or early childhood outcomes. Reimbursement will be for actual expenses incurred in accordance with the grant, not to exceed the grant amount of \$20,000 with 100% State funding for the period July 1, 2016 to June 30, 2017;

- ii. Contract between the County and Eagle Ridge Personal Care Home, LLC to provide mental health supported living services. The contract total is \$25,000 with the source of funding as follows: State \$23,830; County \$1,170 for the period July 1, 2016 to June 30, 2017;
- iii. Letter of Agreement between the County and Tracy Small to provide duties associated with the Crisis Intervention Team (crisis intervention team training, monthly meetings with the steering committee, participation on the Criminal Justice Advisory Board meetings, statewide meetings and conferences, etc.) The provision of these services begins October 1, 2016. The contract total is \$64,199 with the source of funding as follows: State \$61,194; County \$3,005 for the period July 1, 2016 to June 30, 2017;
- iv. Contract Renewal between the County and Muhammad Qamar, MD to provide mental health outpatient services to include psychiatric evaluations and medication reviews. The contract total is \$10,000 with the source of funding as follows: State \$9,532; County \$468 for the period July 1, 2016 to June 30, 2017 – Dept. 561.

VIII. DISCUSSION ITEM(S)

- A. Motion by Commissioner Higgins to approve a Letter of Support to the Philipsburg Revitalization Corporation on behalf of their grant request to the PA Department of Community and Economic Development for a \$50,000 Façade Improvement Grant. Motion seconded by Commissioner Dershem and unanimously approved.

Dana Shoemaker provided background information on the above referenced item.

IX. TOURISM/HISTORY

N/A

X. CORRESPONDENCE RECEIVED

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

- A. Commonwealth of PA – CYS - \$160,847.81
- B. Commonwealth of PA – CYS - \$105,078.95
- C. Commonwealth of PA – CYS - \$118,980.26
- D. Commonwealth of PA – CYS - \$472,866.00
- E. SEDA-COG – Thank you

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- F. Government Finance Officers Association – Distinguished Budget Award
- G. PA Treasury – Planning – WNV - \$4,211.82
- H. Commonwealth of PA – CYS - \$128,619.31
- I. Commonwealth of PA – CYS - \$17,929.88
- J. Commonwealth of PA – Prison - \$304.68
- K. CCAP – Bulletin
- L. Commonwealth of PA – MH/ID - \$500.00

XI. RECOGNITIONS

Centre County has received the Distinguished Budget Presentation Award for the 2016 budget from Government Finance Officers Association (GFOA). Denise Elbell was presented with a Certificate of Recognition. Denise thanked her staff for all their assistance with the budget process.

Commissioner Dershem reported Doug Smith from Verizon has been working with the County on the \$30,000 invoice the County owes and they were able to reduce it to a total of \$10,800.

XII. C-NET REQUESTS

N/A

XIII. REPORTS – ANNOUNCEMENTS – ELECTIONS

- A. Mrs. Elbell reported Executive Sessions were held October 4, 2016 from 11:05 AM - 11:30 AM; October 5, 2016 from 1:37 PM–1:58 PM and October 7, 2016 from 3:45 PM – 4:00 PM.
- B. Commissioner Dershem reported there are currently 119,646 registered voters in Centre County. Precinct #25 – HUB – has 2,663 registered voters with an 11.75% voter turnout at the last Election.

C. ANNOUNCEMENTS

The Third of a Series – Town Hall Meeting – Prevention and Education Practices will be held at the Bald Eagle High School Auditorium Tuesday, October 11, 2016 from 7-9:00 PM. All are welcome to attend.

Tuesday, October 11, 2016

Board of Commissioners – 10:00 AM – Room 146WB

Solicitor Meeting – 11:00 AM – AS NEEDED

CYS Advisory Board – 4:00 PM – Room 116

Town Hall Meeting – Heroin & Opioid Crisis – Bald Eagle High School – 7:00 PM

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Wednesday, October 12, 2016

Military & Veteran Entrepreneurship Training – Innovation Park – 8:00 AM
Conservation District Meeting – 7:30 PM – Room 146 WB

Thursday, October 13, 2016

Prison Board – 8:00 AM - CCCF
Budget Meetings – 9:00 AM – 5:00 PM
Retirement Board – 10:00 AM – Room 146WB

Friday, October 14, 2016

Re-entry Planning Group Meeting – 10:00 AM – CCCF
CCYS Board Meeting – 10:00 AM - CCYC

D. ELECTION ANNOUNCEMENTS

Tuesday, October 11, 2016

Last day to REGISTER before the November Election

Tuesday, November 1, 2016

Last day to apply for civilian absentee ballot

Friday, November 4, 2016

Last day for County Boards of Election to receive voted civilian absentee ballots

Tuesday, November 8, 2016

GENERAL ELECTION

XIV. QUESTIONS FROM THE PRESS

- XV. MOTION BY COMMISSIONER HIGGINS to adjourn the meeting at 11:26 AM. Motion seconded by Commissioner Pipe and unanimously approved.

ATTEST:

Denise L. Elbell, Acting Administrator