



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, January 28, 2020, 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Bellefonte, PA 16823

---

### I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was convened at 10:00 AM by Chair of the Board Michael Pipe.

### II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, and Executive Office Supervisor Natalie Smith.

County personnel in attendance included Tom Martin, Bryan Sampsel, Jason Moser, Chad Joyce, and Natalie Corman.

Guests present included Larry Mayes and Ernest Greene.

Representatives from the news media included Chris Morelli, Marley Parish, Gary Sinderson and Evan Hinkley.

### III. PUBLIC COMMENT

There were no comments received from the public.

### IV. MEETING MINUTES

Minutes from the Tuesday, January 21, 2020 Board of Commissioners' meeting.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the Tuesday, January 21, 2020 Board of Commissioners' meeting.*

### V. 2020 BUDGET REVISIONS

Administrator Margaret Gray introduced Director of Financial Management Tom Martin to present revisions to the 2020 County Budget. The Amended Budget is scheduled for adoption on Tuesday, February 11. Revisions include addition of a position within the Office of Aging, which is fully grant funded; a \$10,000 allocation for the Centre County Housing and Land Trust, and costs associated with changes for the 2020 election. Tom presented the Tentative 2020 Budget in the amount of \$84,523,185 of which \$82,313,948 is for the operating budget and \$2,209,237 is for capital reserve. A summary of changes will be posted on the County website and available in the Commissioners' Office for review – Dept. 111.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt the Tentative 2020 County Budget and authorize advertisement for public inspection.*

VI. CONTRACTS

- A. Sheriff – Sheriff Bryan Sampsel and Larry Mayes from Snow Shoe Rails to Trails joined the Board to discuss a contract renewal with the Snow Shoe Rails to Trails Association (SSRTA) to enforce motor vehicle laws, promote safety and trail regulations. ATV/motorcycles must have a valid license plate, liability insurance, helmets and a valid SSRTA registration sticker. SSRTA agrees to pay the County based on the hourly rate, including salary and all benefits, of the Sheriff's Deputies and mileage. Larry reported that SSRTA has had a contract with the County since 2008 and it has been a good working relationship. Last year was their third largest year with 3,250 members and 52 miles of trails. This contract is for the period of January 1, 2020 through December 31, 2023 – Dept. 211.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with SSRTA to next week's Consent Agenda.*

- B. Treasurer – Treasurer Colleen Kennedy presented a contract with the Pennsylvania Fish and Boat Commission (PFBC) for PA Automated Licensing Service (PALS), which allows electronic fund transfers from the County to the Commonwealth. There is no cost for the contract for the period of five years, beginning upon final execution – Dept. 124.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with PFBC to next week's Consent Agenda.*

- C. Emergency Management – Director Jeff Wharran presented the Hazardous Materials Emergency Response Preparedness Report as part of a single application for assistance through the Pennsylvania Emergency Management Agency. Data contained in this report can be used to determine grant eligibility under the Hazardous Materials Response Fund – Dept. 352.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Emergency Response Preparedness Report to next week's Consent Agenda.*

- D. Information Technology Services – Chad Joyce presented a contract renewal with Central Square Technologies to provide annual maintenance and support for the Finance Plus software. The contract total is \$37,562.15 for the period of February 1, 2020 through January 31, 2021 – Dept. 142.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal Central Square Technologies to next week's Consent Agenda.*

- E. Human Services

Human Services Administrator Natalie Corman presented the following items:

i. Adult Services

1. Letter of Agreement with Center for Community Resources to establish a commitment to work collaboratively in coordinating services. There is no cost for this contract for the period of February 4, 2020 through February 3, 2023 – Dept. 501.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the letter of agreement with Center for Community Resources to next week's Consent Agenda.*

ii. MH/ID/EI – D&A

1. Contract with Center for Community Resources to provide drug and alcohol services including after hours detoxification admission and screening. The contract total is \$1,000, which is funded as follows: State \$953.90 and County \$46.10 for the period of January 1, 2020 through June 30, 2020 – Dept. 562.
2. Letter of Agreement with Community Services Group to establish reciprocity for referrals through a commitment to work collaboratively in coordinating services. There is no cost for this contract for the period of February 4, 2020 through February 3, 2022 – Dept. 561.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Center for Community Resources and the letter of agreement with Community Services Group to next week's Consent Agenda.*

iii. Transportation

1. Addendum No. 1 with Service Access and Management, Inc. (SAM) to amend the Professional Services Agreement for Fiscal Years 2018-2019, 2019-2020, and 2020-2021. This will allow for additional management and fiscal oversight for the Centre County Transportation Office in the amount of \$4,000 per month including a 2% increase in Fiscal Year 2020-2021. The contract total is \$625,580 for Fiscal Year 2019-2020 and \$662,571 for Fiscal Year 2020-2021 – Dept. 561.
2. Letter of Agreement with Community Services Group to establish reciprocity for referrals through a commitment to work collaboratively in coordinating services. There is no cost for this contract for the period of February 4, 2020 through February 3, 2022 – Dept. 501.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract addendum with SAM, Inc. and the letter of agreement with Community Services Group to next week's Consent Agenda.*

Commissioner Dershem asked Natalie to provide an update on the Universal Community Behavioral Health (UCBH) closure. Natalie reported that the closure has impacted 1,300 individuals. Through their collaborative efforts, over 90% of the individuals served by UCBH have been linked to other resources within the community. She is expecting to release a request for proposals in March for additional services.

VII. CONSENT AGENDA

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve this week's Consent Agenda.

A. Register of Wills – Contract renewal with Miller, Kistler, and Campbell for the reappointment of John R. Miller, III Esquire to serve as solicitor for the Register of Will's Office. The annual retainer rate is \$1,000 to be billed at a rate of \$175 per hour, and out of pocket costs such as filing fees, court reporter fees, transcripts, etc. for the period of January 1, 2020 through December 31, 2020 – Dept. 224.

B. Human Services

i. Transportation – Contract with Unified Dispatch LLC to provide IVR service which works directly with Ecolane to provide automated calls to clients. The contract total is estimated at \$600 per month for the period of February 1, 2020 through January 31, 2021 – Dept. 531.

ii. Aging – Corporation for National Community Services (CNCS) budget submission for grant year three. This is a Federal grant that will fund the Retired Senior Volunteer Program (RSVP) personnel salaries and outreach activities. Grant total is \$179,836, which is funded as follows: Federal \$103,617 and County \$76,219 during the period of April 1, 2020 through March 31, 2021 – Dept. 521.

iii. Adult Services – Letter to Governor Tom Wolf in support of an increase in allocation for the State Food Purchase Program – Dept. 501.

C. Planning

i. Resolution 4 of 2020 – Accepting and adopting the Agriculture Chapter of the Centre County Comprehensive Plan Phase II Implementation Strategies – Dept. 151.

VIII. LETTER OF SUPPORT

IX. ADMINISTRATOR'S REPORT

Administrator Margaret Gray announced that a Groundbreaking Ceremony would be held at the Centre County Correctional Facility today at 1:00 PM for the installation of the solar array.

X. LIQUID FUELS

Director of Financial Management Tom Martin asked the Board to approve submission of the 2019 Centre County Liquid Fuels Tax Fund Report to PennDOT. The County received \$188,220 and dispersed \$241,400 to nine municipalities – Dept. 411.

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, JANUARY 28, 2020

PAGE 5

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve submission of the 2019 Centre County Liquid Fuels Tax Fund Report.*

XI. FEE FOR LOCAL USE

Director of Financial Management Tom Martin asked the Board to approve submission of the 2019 Centre County Fee for Local Use Fund Report to PennDOT. The County received \$584,195 and dispersed \$80,454. This does not include encumbered projects – Dept. 412.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve submission of the 2019 Centre County Fee for Local Use Fund Report.*

XII. PRESENTATION

XIII. DISCUSSION ITEMS

Director of Planning and Community Development Ray Stolin asked the Board to consider a request from Bellefonte Borough to share the cost of a Census 2020 Banner. Total cost of the banner is \$730 and it will be displayed on High Street in Bellefonte. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve 50% cost sharing of the census 2020 banner with Bellefonte Borough.

XIV. CHECK RUN

Check run in the amount of \$696,438.41 dated January 23, 2020.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to the check run dated January 23, 2020.*

XV. C-NET REQUESTS

XVI. RECOGNITION

A Court of Honor was held on Saturday, January 25 for Johnathan Inman, William Newcomb, and Zane Saylor of Boy Scout Troop 32 of State College. They have earned the rank of Eagle Scout.

XVII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 109,140 registered voters in Centre County. The precinct of the week is #60 Liberty Township with 1,038 registered voters. In the General Election there were 411 ballots cast for a 39.60% voter turnout.

B. Announcements

XVIII. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, JANUARY 28, 2020

PAGE 6

XIX. PUBLIC MEETING SCHEDULE

Tuesday, January 28, 2020

BOC Meeting- 10:00 AM - Room 146WB

Solar Ground Breaking Event - 1:00 PM - CCCF

Thursday, January 30, 2020

Finance Committee - 9:00 AM - 146WB

BOC/Salary Board - 10:00 AM - 146WB

Retirement Board - 11:00 AM - Room 146WB

Tuesday, February 4, 2020

BOC Meeting- 10:00 AM - Room 146WB

Thursday, February 6, 2020

BOC/Salary Board - 10:00 AM - 146WB

Retirement Board - 11:00 AM - Room 146WB

Tuesday, February 11, 2020

BOC Meeting- 10:00 AM - Room 146WB

Thursday, February 13, 2020

Prison Board of Inspectors - 8:00 AM - CCCF

BOC/Salary Board - 10:00 AM - 146WB

XX. BID / PROPOSAL SCHEDULE

XXI. ELECTION ANNOUNCEMENTS

Tuesday, January 28, 2020

First day to circulate and file nomination petitions.

Tuesday, February 18, 2020

Last day to circulate and file nomination petitions.

Wednesday, February 19, 2020

First day to circulate and file nomination petitions.

XXII. QUESTIONS FROM THE PRESS

XXIII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:39 AM.

ATTEST:

---

Margaret N. Gray  
Administrator