



BOARD OF COMMISSIONERS' MINUTES

Tuesday, March 10, 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 ALILEGIANCE

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

County personnel present included Deb Homan, Natalie Corman, Chad Joyce, Sue Hannegan, and Ray Stolinias.

Guests present included Ernest Greene.

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

CNET staff were present.

III. PUBLIC COMMENT

There were no comments received from the public.

IV. MEETING MINUTES

Minutes from the Tuesday, March 3, 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, March 3, 2020 Board of Commissioners' meeting.

V. ANNOUNCEMENT

Assistant Director of Aging Deb Homan announced that the State College Area School District Union Council AFSCME Local 259 has provided a donation of \$2,000 to the Centre County food pantries. There are eight food pantries in Centre County with two emergency food pantries Centre House and Centre Helps. They rely on Federal and State program funding, which can only be used to purchase certain food items. Donations and food drives are also big contributors. Commissioner Dershem asked what items citizens can donate. Deb said there is always a need for paper products or items you would find in your pantry. For more information, citizens can contact the Office of Adult Services.

VI. CONTRACTS

A. Human Services

MH/ID/EI – D&A – Human Services Administrator Natalie Corman presented a letter of Agreement with Peerstar LLC to establish reciprocity for referrals. There is no cost for this contract for the period of March 17, 2020 through March 16, 2021 – Dept. 521.

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

B. Information Technology Services – Chief Information and Records Officer Chad Joyce presented the following items:

i. Contract with Stericycle to provide secure on-site document shredding. The estimated average monthly cost is \$1,100 and not to exceed \$19,000 for 2020. This contract is for the offices of MH/ID, Sheriff, Courthouse, Courthouse Annex, Transportation, MDJ Bellefonte, Willowbank Building, Records Management, and Correctional Facility for the period of April 1, 2020 through March 31, 2023 with rate increases not to exceed more than 7% annually – Dept. 143.

ii. Contract with SHI International to provide VMware license and support for Emergency Communications. The contract total is \$24,573.07, which includes a one-time expense of \$20,641.56 and the annual cost of \$3,931.51 for the period of May 6, 2020 through May 5, 2021 – Dept. 142.

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

VII. POLICIES

Sue Hannegan and Chad Joyce presented the following policies:

A. Identity and Access Management – to establish a standard for the prevention of unauthorized access to the County's IT systems and applications and to restrict access to only authorized users or processes, based on the principles of strict need-to-know and least privilege.

i. New User Set Up Form – ITS

ii. Departing Employee Set Up Form - ITS

B. Patch Management – to ensure that all County-owned computer devices are proactively managed and patched with appropriate security updates.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Identity and Access Management Policy and Patch Management Policy to next week's Consent Agenda.

VIII. GRANTS

IX. CONSENT AGENDA

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

- A. Emergency Management – Client agreement with Michael Baker International, Inc. to perform engineering and technical services to complete the 2020 Hazard Mitigation Plan update. The contract total is \$50,000, which is funded as follows: Federal \$37,500 and County \$12,500 – Dept. 351.

B. Planning

- i. Resolution 7 of 2020 – Authorizing the County Administrator Margaret N. Gray signatory authority with the Commonwealth of Pennsylvania, Department of Transportation – Dept. 151.

C. Human Services

i. Aging

1. County acknowledgement of the goals set forth by the Pennsylvania Department of Aging for the Four Year Plan – Dept. 521.
2. Letter of Commitment to support the Pennsylvania Area Agency on Aging (P4A) to bid on Office of Long Term Living Application and Enrollment Program – Dept. 521.
3. Letter of Agreement with Community Service Group to establish reciprocity for referrals. There is no cost for this contract for the period of March 10, 2020 through March 9, 2022 – Dept. 521.

ii. MH/ID/EI – D&A

1. Letter of agreement with the State College Area School District for the provision of drug and alcohol and/or mental health services to the school and its students through the contracted Student Assistance Program service provider agreement. There is no cost for this contract for the period of September 1, 2019 through August 31, 2020 – Dept. 561/562.
2. Letter of agreement with the Penns Valley Area School District for the provision of drug and alcohol and/or mental health services to the school and its students through the contracted Student Assistance Program service provider agreement. There is no cost for this contract for the period of September 1, 2019 through August 31, 2020 – Dept. 561/562.

3. Letter of agreement with the Bald Eagle Area School District for the provision of drug and alcohol and/or mental health services to the school and its students through the contracted Student Assistance Program service provider agreement. There is no cost for this contract for the period of September 1, 2019 through August 31, 2020 – Dept. 561/562.

X. LIQUID FUELS

- A. Payment in the amount of \$30,000 to Ferguson Township for project 18-14206-002 for pedestrian and safety improvements at West College Avenue and Corl Street – Dept. 411.
- B. Application to PennDOT from Penn Township to install guiderails on the Siglerville Millheim Pike in the amount of \$22,000 – Dept. 411.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Liquid Fuels payment to Ferguson Township and submission of the Penn Township application to PennDOT.

XI. FEE FOR LOCAL USE

XII. PRESENTATION

XIII. DISCUSSION ITEMS

Last November, Director of Planning and Community Development Ray Stolinas presented Commercial Property Assessed Clean Energy Program (C-PACE) authorized by Act 30 of 2018. This program offers low cost long term financing for projects and so far has been adopted by nine counties across the Commonwealth.

Ray will present information to municipalities about how the program is administered and how it can help community and economic development. He will be joined by Chief Assessor for Centre County Tax Assessment Mark Kellerman, Holly Edinger, Director of Special Projects for the Sustainable Energy Fund and Joel Morrison, Director of the West Penn Power Sustainable Energy Fund.

Commissioner Pipe is interested to receive input from local stake holders before Centre County takes any official action to adopt a Resolution. Ray said a question was received from Harris Township regarding construction of a new building. It was determined that government entities are not eligible to participate, however agriculture is an eligible use.

XIV. ABC Appointment/Re-Appointment/Term Expiration/Resignation

ABC	Name	Action	Term
Central PA Community Action	Nanci Rommel	Re-Appointment	January 1, 2020 – December 31, 2023
Central PA Community Action	Roger Cartright	Re-Appointment	January 1, 2020 – December 31, 2023
Central PA Community Action	Deanna Behring	Term Expiration	January 1, 2019 – December 31, 2019

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the ABC re-appointments and term expiration.

XV. CHECK RUN

Check run in the amount of \$582,846.37 dated March 6, 2020.

Action: On a motion by Commissioner Higgins. Seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated March 6, 2020.

XVI. C-NET REQUESTS

Sponsorship of a bulletin board message for the Centre County Conservation District's annual seedling sale.

Action: On a motion by Commissioner Higgins. Seconded by Commissioner Dershem, the Board voted unanimously to approve CNET Sponsorship for the Centre County Conservation District Seedling Sale.

XVII. RECOGNITION

XVIII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 109,275 registered voters in Centre County. The precinct of the week is Patton South 1 with 926 registered voters. In the General Election there were 380 ballots cast for a voter turnout of 41.06%.

B. Announcements

- i. Administrator Margaret Gray provided an update on COVID-19 (Coronavirus). The County continues to monitor the situation and receive updates from the Department of Health. A COVID-19 planning team was established to make situational assessments and provide guidance to employees. The County is encouraging citizens use the Department of Health website as a reference point. Internally, supplies have been distributed to all offices and Facilities management is routinely disinfecting to keep the building safe for employees and the visiting public.

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, MARCH 10, 2020

PAGE 6

- ii. Commissioner Dershem announced that the Department of Human Services has approved the selected candidate and the Central Counties Youth Center will be making an offer of employment for the new Executive Director on Friday. He requested a proxy vote from the Board. Executive Director Jim Jones is retiring after providing able leadership for over 30 years and his last day will be this Friday, March 13.

XIX. EXECUTIVE SESSION REPORT

XX. PUBLIC MEETING SCHEDULE

Tuesday, March 10, 2020

BOC Meeting- 10:00 AM - Room 146WB

Thursday, March 12, 2020

Prison Board of Inspectors - 8:00 AM - CCCF

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

XXI. BID / PROPOSAL SCHEDULE

Wednesday, March 11, 2020

RFP - Mountain Top Activity Center - Pre-Proposal Meeting

Friday, April 3, 2020

RFP - Mountain Top Activity Center - Responses Due

Tuesday, April 7, 2020

RFP - Mountain Top Activity Center - Opening

Tuesday, April 20, 2020

RFP - Mountain Top Activity Center - Contract Award

XXII. ELECTION ANNOUNCEMENTS

Wednesday, March 4, 2020

Last day for withdrawal by candidates who filed nomination petitions.

Monday, April 13, 2020

Last day to REGISTER before the primary.

Tuesday, April 21, 2020

Last day to apply for a mail-in or civilian absentee ballot.

Tuesday, April 28, 2020

GENERAL PRIMARY

Last day for County Board of Elections to receive voted mail-in and civilian absentee ballots.

Must be received by 8PM.

XXIII. QUESTIONS FROM THE PRESS

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, MARCH 10, 2020

PAGE 7

A. COVID-19

Gary Sinderson asked if the County is looking at scenarios incase public buildings would need to be shut down. Are there any changes to visitation policies at the Prison? Has the County been involved in any of Penn State's discussion about online education and services?

B. Central Counties Youth Center

Gary Sinderson asked if previous issues have resolved themselves. Are kids still being referred with drug issues or are they going someplace else?

XXIV. ADJOURNMENT

On a motion by Commissioner Dershem, seconded by Commissioner Higgins, the Board voted unanimously to adjourn the meeting at 10:28 AM.

ATTEST:

Margaret N. Gray
Administrator