



BOARD OF COMMISSIONERS' MINUTES

Tuesday, April 3, 2018, 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 called to order at 10:00 AM on April 3, 2018 by Chair of the Board, Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Chair; Commissioner Mark Higgins; Commissioner Steven Dershem; Administrator, Margaret Gray; Deputy Administrator, Natalie Corman; and Executive Assistant, Natalie Bird.

Representatives from the news media included Kelsey Thomasson, Emma Gosalvez, Gary Sinderson, and Vincent Corso.

Visitors present included Valerie Burnett, David Toohey, Mark Alonge, Bob Schaeffer, Scott Harford, Valerie Fulton, and Tim Nebson.

County personnel present included Julia Sprinkle, Mary Ann Zimmerman, Kristen Simkins, David Crowley, Bob Jacobs, Bryan Sampsel, and Tom Martin.

CNET staff were present.

III. PUBLIC COMMENT

Valerie Burnett of Patton Township addressed the Board in opposition to Nestle Waters opening a bottle manufacturing facility in Centre County.

IV. MEETING MINUTES

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the Tuesday, March 27, 2018 Board of Commissioners' meeting.

V. PRESENTATION

Commissioner Dershem welcomed Valerie Fulton of the Bellefonte Area School District and Tim Nebson from PennDOT District 2-0 to announce an upcoming Teen Driving Program. On Wednesday, April 11, a Pennsylvania State Trooper from Hollidaysburg will address teens in the Bellefonte Area School District cafeteria from 6:00 – 8:00 PM. The program is free of charge and Pizza Mia will be donating pizza to be served at the start of the event.

VI. PROCLAMATIONS

- A. Proclamation No. 6 of 2018 – Julia Sprinkle and Mary Ann Zimmerman joined the Board to raise awareness about child abuse and prevention. Last year there were 345 investigations into child abuse and of those 37 were substantiated. There have already been 90 investigations conducted in 2018. On Thursday, an event will be held at the Courthouse Steps at 12:00 PM to raise awareness within the community. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to proclaim April 2018 as “Child Abuse Awareness and Prevention Month” in Centre County.
- B. Proclamation No. 7 of 2018 – Centre County Government employs more than 560 people, with over 500 being full time. Kristen Simkins reported that over 65% of the County’s employees have worked for the county over 20 years. As our employees touch every part of the community, Kristen announced that ice cream will be served throughout the month to show appreciation. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to proclaim April 2018 as “National County Government and Centre County Employee Appreciation Month” in Centre County.

VII. CHECK RUN

Commissioner Higgins reported that the check of the week was to Strawberry Fields Inc. in the amount of \$29,370.89. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the check run in the amount of \$1,090,578.14 dated March 29, 2018

VIII. ADMINISTRATOR’S REPORT

Margaret Gray provided an update on the occupancy status of the Temple Court Building and Courthouse Annex. The Temple Court Building now houses the District Attorney’s Office on the third and fourth floors, the Public Defender’s Office and Judge Marshall on the second floor, and Specialty Court Offices on the first floor. With the District Attorney’s Office moved out of the Courthouse, renovations have been done to the fourth floor to allow Probation and Juvenile Probation to utilize the entire space. Those offices will be moved in on Thursday and Friday. Margaret reported that within the next few weeks, Weber Murphy Fox will provide a new contract to the County for additional Courthouse renovations and the addition of crosswalks.

IX. CONTRACTS

- A. Commissioners – Bob Jacobs introduced a lease agreement with Wildlife for Everyone Endowment Foundation for 55 acres of wetlands for the period of April 3, 2018 through April 2, 2043. With the construction of Interstate 99, 135 acres of wetlands in Julian were set aside. Wildlife for Everyone is interested in developing 55 acres of the wetlands to include trails, boardwalks, and recreation opportunities that will be ADA accessible. To fund this project they are planning to submit a grant application to the Pennsylvania Department of Conservation and Natural Resources

(DCNR) in the amount of \$300,000. A requirement of that grant application is a lease agreement for 55 acres of land for a period of 25 years. This project and grant will be at no cost to the County. The agreement is being reviewed and should be ready for consideration on Thursday. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table the lease agreement with Wildlife for Everyone Endowment Foundation until Thursday, April 5 – Dept. 111.

B. Planning

- i. Bob Jacobs introduced Mark Alonge, Bob Sheaffer and Dave Toohey for a contract with Highway Safety Network, Inc. for traffic safety/education outreach also known as the Community Traffic Safety Projects. Centre County will serve as the sponsor for the PennDOT District 2 area, which consists of nine (9) counties. Spring Township provided sponsorship for the past ten years; however, PennDOT has changed the guidelines to require the County as a sponsor. This contract will allow Centre County to pass through the funds and liability to the Highway Safety Network. The grant total is \$165,296.77 for the period of October 1, 2018 through September 30, 2020. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add this item to next week's Consent Agenda - Dept. 151.
- ii. Scott Harford of the Penn State Facilities Engineering Institute provided information on the submission of the COSTARS enrollment form for electricity procurement services. Penn State Facilities Engineering Institute manages over 8,000 electric accounts and will review and select electricity from a qualified supplier on our behalf. There is no cost for this service and since reviewing previous electric bills, they have found \$3,900 in incorrect charges that the County will be reimbursed. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the COSTARS enrollment form to next week's Consent Agenda.

- C. Public Defender – Dave Crowley presented a contract renewal with Lexis Nexis in the amount of \$2,700.00 for the period of March 31, 2018 through March 30, 2021. Lexis Nexis is a litigation software that allows documents to be available electronically. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewal to next week's Consent Agenda.

D. Human Services

- i. Aging – Natalie Corman reviewed an augmentation grant application to the Corporation for National and Community Service (CNCS) for the Retired Senior Volunteer Advisory Program (RSVP). The grant will provide funding for personnel and activities to enhance and support the Big Brother Big Sister Program administered by Centre County Children and Youth Service Bureau, the RSVP will provide volunteers and administrative support for the grant. The project total is \$121,801.14 which is funded as follows: CNCS \$85,250 and requires a county match of \$36,551.14 for the period of July 1, 2018 through

June 30, 2021. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the grant application to CNCS – Dept. 521.

E. Records Management

- i. Natalie Corman reviewed a contract with Knisely Shredding to conduct on-site shredding service for County Offices. The contract is \$30 per bin for the period of April 1, 2018 through March 31, 2019. The County's contract with the previous vendor has expired and with the need for onsite shredding by the Court offices, Natalie asked that the Board consider approve the contract today. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board unanimously approved the contract with Knisely Shredding – Dept. 143.

F. Children and Youth Services – Julia Sprinkle presented the following contracts for the Board to consider:

- i. Contract renewal with Lifespan Family Services to provide foster care services for dependent/delinquent youth. The contract total is \$85,000 which is funded as follows: State \$68,000 and County \$17,000 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
- ii. Contract renewal with Families United Network, Inc. to provide foster care or residential services for dependent/delinquent youth. The contract total is \$130,000 which is funded as follows: State \$104,000 and County \$26,000 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
- iii. Contract with Mid-Atlantic Youth Services Corp. to provide residential services for dependent/delinquent youth. The contract total is \$85,000 which is funded as follows: State \$51,000 and County \$34,000 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
- iv. Contract renewal with Diversified Treatment Alternatives to provide foster care or residential services for dependent/delinquent youth. The contract total is \$320,000 which is funded as follows: State \$176,000 and County \$44,000 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
- v. Contract renewal with Project Starphish to provide residential services for dependent/delinquent youth. The contract total is \$390,000 which is funded as follows: State \$312,000 and County \$78,000 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
- vi. Contract renewal with Cornell Abraxas Group, Inc. to provide residential services for dependent/delinquent youth. The contract total is \$80,000 which is funded as follows: State \$48,000 and County \$32,000 for the period of July 1, 2017 through June 30, 2018– Dept. 511.

- viii. Contract renewal with Kristie Kauffman, M.D. to provide consultation services. The contract total is \$1,000 which is funded as follows: State \$800 and County \$200 for the period of January 1, 2018 through December 31, 2018 – Dept. 511.

Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to move items i-vii to next week's Consent Agenda.

X. CONSENT AGENDA

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve Consent Agenda items A-F.

- A. Court Administration – Contract renewal with the Center for Alternatives in Community Justice (CACJ) for pre-trial release services. The contract total is \$134,740 which is funded as follows: Court \$67,370 and Centre County Correctional Facility \$67,370 for the period of January 1, 2018 through December 31, 2018 – Dept. 271.
- B. Elections – Contract renewal with RBM Consulting, LLC to provide services in support of election equipment and processes necessary to conduct elections. The annual contract totals are \$53,550 for maintenance and support, \$9,000 for field support and ballot printing at \$0.26 per ballot for the period of April 1, 2018 through May 31, 2023 – Dept. 131.
- C. Human Resources – Contract renewal with JJ Keller & Associates, Inc. for the Family Medical Leave Act (FMLA) Manager Software License. The contract total is \$1,590 for the period of June 1, 2018 through May 31, 2021– Dept. 114.
- D. MH/ID & EI – Contract Addendum No. 1 with Beacon Light Behavioral Health Services for mental health services including outpatient mobile medication management in the amount of \$20,000 increasing the contract maximum from \$15,000 to \$35,000 for the period of July 1, 2017 through June 30, 2018. The source of funding is as follows: State \$33,362 and County \$1,638 – Dept. 114.
- E. Transportation – Agreement with Joel Confer Ford of Bellefonte to provide temporary service and repairs for both the para-transit and business fleet - Dept. 531.
- F. Planning
 - i. Memorandum of Understanding (MOU) with the Centre Regional Planning Agency on behalf of the Centre County Metropolitan Planning Organization (CCMPO) and Centre County on behalf of the Centre County Planning and Community Development Office to establish the joint rights and responsibilities of each party in completing transportation planning and project development activities on behalf of the CCMPO. The MOU is for the period of January 1, 2018 through December 31, 2018 – Dept. 151.

- iii. Memorandum of Understanding (MOU) for the final land development plan for The Village at Nittany Glen – Phase III-B.2, III-C, III-D.2; CCPCDO File No. 51.17. This proposal represents the next in a series of development phases for The Village of Nittany Glen, showing an additional 30 manufacturing housing sites with corresponding infrastructure. The total development area comprises 6.815 acres and lies within The Village of Nittany Glen development complex, being approximately one-quarter miles northeast of its intersection with Fillmore Road in Benner Township. Note: This is a new MOU for the purpose of reflecting a change in ownership from The Village of Nittany Glen LP to the new owner of Berks at Nittany Glen, LLC. The original MOU was previously executed by the Board of Commissioners on May 16, 2017 – Dept. 151.

XI. DISCUSSION ITEMS

- A. Commissioner Higgins gave an update on the Emergency Responder Scholarships. The review committee is currently working to develop the application which will include two essays.
- B. Bob Jacobs and Tom Martin reviewed the potential guaranteed energy saving projects recommended by McClure Company and funding options. There are twelve projects within six of the County facilities totaling over \$5.4 million. The majority of the energy savings would come from LED lighting upgrades, county wide building envelope upgrades, and the installation of a solar system at the Correctional Facility. Tom Martin, Director of Financial Management, recommended financing the total project cost by utilizing either a direct loan or a public bond issuance.

XII. C-NET REQUESTS

Commissioner Dershem asked that the Board consider a bulletin board message for the Out of the Darkness Walk on April 29. The Board will take action on this at a future meeting.

XIII. REPORTS - ANNOUNCEMENTS

- A. Commissioner Dershem reported there are 107,617 registered voters in Centre County. The precinct of the week is #81 Taylor with 514 registered voters. In the November election they had 141 ballots cast for a 27.43% voter turnout.
- B. Announcements

- XIV. Margaret Gray reported that the Board would meet in executive session following this meeting.

XV. PUBLIC MEETING SCHEDULE

Tuesday, April 3, 2018

BOC Meeting – 10:00 AM - Room 146WB

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Thursday, April 5, 2018

Finance Committee – 9:00 AM – Room 146WB

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

Tuesday, April 10, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, April 12, 2018

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

Tuesday, April 17, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, April 19, 2018

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

Retirement Board – 11:00 AM – Room 146WB

XVI. ELECTION ANNOUNCEMENTS

Monday, April 16, 2018

Last day to register before the primary

Tuesday, May 8, 2018

Last day to apply for a civilian absentee ballot.

Friday, May 11, 2018

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

Tuesday, May 15, 2018

General Primary

XVII. QUESTIONS FROM THE PRESS

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board moved into executive session at 11:38 AM. Executive session was adjourned at 12:41 PM.

ATTEST:

Margaret N. Gray
Administrator