



BOARD OF COMMISSIONERS' MINUTES

Tuesday, April 30, 2019, 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 30, 2019 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 N. Gray; Deputy Administrator Bob Jacobs; and Executive Assistant, Natalie Bird.

County personnel present included Dave Lomison, Tom Backenstoe, Dale Neff, Tom Martin, Melanie Gordon, Chris Schell, Glenn Irwin, Matt Milliron, Chad Joyce, Sue Hannegan, Bryan Sampsel, Krista Davis, Joe Davidson, Julia Sprinkle, and Natalie Corman.

Guests present included Cynthia Hahn, Nicki Tice, Jillian Park, Kelly Shuler, Kevin Abbey, Marisa Vicere.

Representatives from the news media included Chris Morelli. Vincent Corso and Gary Sinderson

CNET staff were present.

III. PUBLIC COMMENT

IV. MEETING MINUTES

Minutes from the Tuesday, April 23, 2019 Board of Commissioners' meeting.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the meeting minutes from April 23, 2019.

V. ANNOUNCEMENT

VI. PROCLAMATION

- A. Proclamation No. 10 of 2019 – Commissioner Pipe introduced Warden Chris Schell, Deputy Warden of Operations Melanie Gordon, and Deputy Warden of Administration Glenn Irwin. President Regan was the first to recognize the great work of those in the field of corrections. Warden Schell said the correctional system stands on three pillars, Court, Law Enforcement and Corrections. A safe and secure corrections system is essential to upholding the Nations promise of justice for all.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 10 of 2019, proclaiming May 5-11, 2019 as Corrections Employee Week in Centre County.

- B. Proclamation No. 11 of 2019 – Human Services Administrator Natalie Corman joined the Board with Marisa Vicere of the Jana Marie Foundation and Nicki Tice, Director of Opportunity Centre Clubhouse for Skills. Natalie said this month is a reflection on the individuals and partners who work with individuals on mental health awareness, recovery and wellness. Centre County's mental health office worked with over 800 individuals last year, they also contract with over 20 different agencies. During the month of May, Nicki said Opportunity Centre Clubhouse will promote education, services in Centre County, and celebrate individuals who are on the road to recovery. They will hold their annual Candlelight Vigil on May 8 at the Millbrook Marsh starting at 4:30 PM. Marisa said Mental Health Awareness Month is a great exhibit of how the community works together to raise awareness about mental health and well-being. On May 14, Jana Marie Foundation will offer QPR which is suicide prevention gate keeper training and on May 18 they will host JAM Fest in the vicinity of Allen Street from Noon to 5:00 PM to celebrate mental wellness

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 11 of 2019 proclaiming May 2019 as Mental Health Awareness Month in Centre County.

VII. PRESENTATION

Cynthia Hon, Executive Director of CNET, reviewed the highlights of 2018 where staff and interns produced 460 programs. Cindy reported a favorable outcome of the Comcast renewal, which is essential to CNET'S financial health and stability. Centre County Government sponsored 13.07% of all programming by CNET members in 2018. The County sponsored 66 programs and 5 bulletin board messages. The average number of views for Commissioners' Meetings in 2018 was 64.5, which is up from 51.7 last year.

VIII. REQUEST FOR PROPOSALS

Human Services – Crisis Assessment Services

Natalie Corman reported that the Board previously approved a RFP for Crisis Diversion Services and the County did not receive any responses. The new proposal for Crisis Assessment Services is specific to assessment and does not include the residential component. It is another way to reach individuals in crisis and offers a location where individuals can come 24/7. The RFP will be released on Monday, May 6 and responses will be due Thursday, June 6.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve advertisement of RFP - Crisis Assessment Services.

IX. CONTRACTS

- A. Central Booking – Warden Chris Schell presented a contract renewal with the Pennsylvania Chiefs of Police Association to provide 24/7 maintenance on CPIN and LiveScan systems. The new LiveScan all in one system installed on April 11 includes one year of warranty and service with the purchase agreement. The contract total is \$4,520 for one year of CPIN maintenance and four months prorated maintenance of LiveScan for the period of January 1, 2019 through December 31, 2019 – Dept. 334.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with the Pennsylvania Chiefs of Police Association to next week's Consent Agenda.

B. Correctional Facility

- i. Warden Chris Schell asked the Board to consider a renewal for SAVIN maintenance and service agreement with the Pennsylvania District Attorney's Institute. This service provides notification to victims upon an offenders release from Prison. There is no cost for this contract for the period of January 1, 2019 through December 31, 2019 – Dept. 333.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the renewal with the Pennsylvania District Attorney's Institute to next week's Consent Agenda.

- ii. Deputy Administrator Bob Jacobs joined Warden Schell to present a contract addendum with cb3 Solutions, LLC to provide additional services for the waste load study in 2019. cb3 Solutions, LLC will provide professional engineering services to the Correctional Facility as they begin a new municipal industrial pre-treatment program with Bellefonte Borough. This service will ensure the County is not exceeding pollutant levels entering into the treatment plant. The contract total is \$1,500 for the period of May 7, 2019 through December 31, 2019 – Dept. 333.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the addendum with cb3 Solutions, LLC to next week's Consent Agenda.

- C. Emergency Communications – Director Dale Neff asked the Board to consider decommissioning and removal of a 9-1-1 tower site in Rush Township. Total cost to remove the site and restore the area to its original condition is \$10,738.60. The tower has not been used since 1998 and has been offered to Rush Township, Pennsylvania Game Commission, and Centre WISP Venture Company.

- i. Proposal from Centre Communications, Inc. to remove all tower components including antennas, mounts, feedlines, and tower steel in the amount of \$7,362 to be completed by July 31, 2019 – Dept. 354.
- ii. Proposal from T.M. Perryman Excavating in the amount of \$6,468.60 – Dept. 354.

1. Demolition of the shelter and landscape work at the 9-1-1 tower site in Rush Township in the amount of \$3,106.60.
2. Road maintenance at the Port Matilda and Pine Hill tower sites in the amount of \$3,362.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the proposals from Centre Communications, Inc. and T.M. Perryman Excavating to next week's Consent Agenda.

- D. Planning – Matt Milliron presented a revision to the Federal Fiscal Year 2015 Community Development Block Grant (CDBG) budget with the Department of Community and Economic Development to reallocate \$4,319 that remains from the Julian Sewer Plant Activity as follows: \$1,626 to the Unionville master water meter project, \$1,654 to the Moshannon water meter project, and \$1,039 to the Potters Mills sewer system project. The project total is \$4,319 for the period of July 27, 2016 through July 26, 2019 – Dept. 151.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the revision to the Federal Fiscal Year 2015 CDBG budget to next weeks' Consent Agenda.

- E. Recorder of Deeds – Joe Davidson presented an agreement with Worldpay, LLC and Government Payment Services, Inc. to provide GovPayNet Payment Network to accept payments on the County's behalf made using credit and debit cards. The Recorder of Deeds Office currently accepts payment by cash or check. Cardholders will be charged a service fee, this contract is at no cost to the County for the period of May 7, 2019 through May 6, 2020 – Dept. 133.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the agreement with Worldpay, LLC and Government Payment Services, Inc. next weeks' Consent Agenda.

- F. Risk Management – Krista Davis presented the following items:

- i. Deductible Reimbursement and Security Agreement with PMA for the period of January 1, 2019 through January 1, 2020 – Dept. 112.
- ii. CNS accident insurance policy for the Retired Senior Volunteer Program through The CIMA Companies, Inc. The total premium is \$628.90, which is funded as follows: Federal \$440.23 and County \$188.67 for the period of July 1, 2019 through July 1, 2020 - Dept. 112.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Deductible Reimbursement and Security Agreement with PMA and the policy with The CIMA Companies, Inc. to next week's Consent Agenda.

G. Transportation – Director Dave Lomison presented the following items:

i. Acquisition of five vehicles for the County Business Fleet, four being replacement vehicles and one for the District Attorney's Office. These vehicles will be provided as a Penn State In-Kind Service in the total all-inclusive amount of \$50,682.50

1. 2013 Dodge Caravan with 54,276 miles all-inclusive amount of \$9,515
2. 2014 Chevrolet Impala with 60,241 miles all-inclusive amount of \$8,910
3. 2013 Ford Explorer with 51,838 miles all-inclusive amount of \$10,505
4. 2013 Ford Explorer with 52,970 miles all-inclusive amount of \$10,505
5. 2015 Ford Explorer with 73,780 miles all-inclusive amount of \$11,247.50

ii. Notification to the Pennsylvania Department of Transportation considering Shared Ride and Persons with Disabilities Program changes. Since 2015 there has been a decline in services provided. In addition, there is a new system in place and Dave will request from PennDOT that the structure be changed from zone based to distance based. Any changes approved would go into effect on July 1. – Dept. 531.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the acquisition from Penn State and notification to the Pennsylvania Department of Transportation.

X. LETTER OF SUPPORT

Interim Director of Planning Sue Hannegan joined the Board with Kevin Abbey of ClearWater Conservancy to request a letter of support on behalf of ClearWater Conservancy's efforts to secure funding for a permanent conservation easement on Windy Hill Farm in Ferguson Township. This is a continuing effort to do source water protection in the area of Slab Cabin Run. Windy Hill Farm is adjacent to the Musser Gap Greenway and has a quarter mile of Slab Cabin Run and wetland complex. The total area in the easement will be 28.85 acres – Dept. 111.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support on behalf of ClearWater Conservancy.

XI. CONSENT AGENDA

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

A. Correctional Facility

- i. Contract with Global Tel*Link Corp to provide installation, management, operation and maintenance for the following services: inmate telephone services, IP enabled tablets, financial and imaging systems. The contract has a revenue minimum guarantee of \$96,000 annually, paid in equal monthly payments of \$8,000 for the duration of the contract through September 20, 2025 - Dept. 333.
 - ii. Contract renewal with the Central Pennsylvania Workforce Development Corporation (CPWDC) to provide staff training, training materials, and follow-up support as needed for the WorkKeys program. The contract total is \$66.75 per exam and \$35 for shipping during the period of December 1, 2018 through November 30, 2019 – Dept. 333.
 - iii. Contract with The Central Pennsylvania Workforce Development Corporation (CPWDC) for a WIN Courseware Agreement to provide onsite WIN Career Readiness Courseware Service. WIN Courseware is an online interactive tool used by CPWDC. The agreement provides unlimited WIN service through the CPWDC license for unlimited administration access, Spanish version, PDF Materials of lessons, WIN Career Exploration, and technical/troubleshooting assistance. The contract total is \$500 for the period of December 1, 2018 through November 30, 2019 – Dept. 333.
- B. Emergency Communications – Lease agreement with T-Mobile Northeast LLC for the Woodward Tower Site. The initial lease for 2019 is \$27,000 with a 2% increase for each succeeding year. The agreement total is \$140,509.09 for the period of April 1, 2019 through March 31, 2024 and will automatically renew for four additional five-year terms – Dept. 354.
- C. Emergency Management – Submission of the Hazardous Material Emergency Response preparedness assessment for 2018 to the Pennsylvania Emergency Management Agency (PEMA) – Dept. 352.
- D. Human Services
- i. MH/ID/EI – D&A
 1. Agreement with Cen-Clear Child Services, Inc. to provide early intervention services which will include occupational therapy, physical therapy, special instruction, speech language pathology, and IFSP teaming. The contract total is \$90,000, which will be funded as follows: State \$81,000 and County \$9,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
 2. Agreement with Strawberry Fields, Inc. to provide early intervention services which will include occupational therapy, physical therapy, special instruction, speech language pathology, and IFSP teaming. The contract total is \$345,000, which is funded as follows: State \$310,500 and County \$34,500 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, APRIL 30, 2019

PAGE 7

- E. Sheriff – Contract renewal for the software maintenance agreement with Teleosoft, Inc. County Suite: Sheriff. The contract total is \$12,037 for the period of January 1, 2019 through December 31, 2019 – Dept. 211.

XII. ADMINISTRATOR'S REPORT

There were no items to report.

XIII. LIQUID FUELS

XIV. FEE FOR LOCAL USE

XV. CHECK RUN

Commissioner Higgins reported the check of the week was to Bellefonte Keystone Community Development Group in the amount of \$4,869.86. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run in the amount of \$346,241.99 dated April 25, 2019.

XVI. DISCUSSION ITEMS

Commissioner Higgins provided an update on the Spring Board business incubator in Bellefonte. In the last six months, Hello Social graduated with three full time and two part time employees. Since winning the startup challenge in January, Joey McCullough of Able Racers has seen sales increase exponentially. Dan McKenna of HoopStars joined the Board to share his success following the Spring Board startup challenge. Dan teaches basketball to kids ranging from preschool to second grade. Starting with three classes, Dan now teaches twelve classes and has four part time staff.

XVII. RECOGNITION

XVIII. C-NET REQUESTS

XIX. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 107,523 registered voters in Centre County. The precinct of the week is #34 State College West Central 2 with 1,934 registered voters. In the General Election they had 558 ballots cast for a voter turnout of 28.85%.

B. Announcements

XX. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, APRIL 30, 2019

PAGE 8

XXI. ACTION ON PERSONNEL ITEMS

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve appointment of Alyssa Shawley.

Correctional Facility - Consider approval of the appointment for Alyssa E. Shawley, full-time Kitchen Supervisor, Correctional Facility, (p.c. #73, non-exempt, replacing C. Sotak), at SG-N08A(01)--\$13.52/hour, effective May 6, 2019, pay period 10. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$9,630, annualized salary increase for 2020 \$645 – Dept. 333.

XXII. PUBLIC MEETING SCHEDULE

Tuesday, April 30, 2019

BOC Meeting – 10:00 AM – Room 146WB

EBT Meeting – 11:00 AM – Room 146WB

Thursday, May 2, 2019

Retirement Board – 11:00 AM – Room 146WB

Tuesday, May 7, 2019

BOC Meeting – 10:00 AM – Room 146WB

Thursday, May 9, 2019

Prison Board of Inspectors – 8:00 AM - CCCF

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

Tuesday, May 14, 2019

BOC Meeting – 10:00 AM – Room 146WB

Thursday, May 16, 2019

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

XXIII. BID / PROPOSAL SCHEDULE

XXIV. ELECTION ANNOUNCEMENTS

Tuesday, May 14, 2019

Last day to apply for a civilian absentee ballot.

Friday, May 17, 2019

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

Tuesday, May 21, 2019

Municipal Primary

XXV. QUESTIONS FROM THE PRESS

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, APRIL 30, 2019

PAGE 9

XXVI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to adjourn the meeting at 11:18 AM.

ATTEST:

Margaret N. Gray
Administrator