



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, May 1, 2018, 10:00 A.M.

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

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### I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was called to order at 10:00 AM on May 1, 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 Emma Gosalvez.

Visitors present included Gary Hoover, Tammy Schuster, Paul and Hollie Zimmerman.

County personnel present included Julia Sprinkle, Leah Raker, Robin Cain, Liz Lose, Mike Bloom, and Tom Martin.

CNET staff were present.

### III. PUBLIC COMMENT

### IV. MEETING MINUTES

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the Tuesday, April 24, 2018 Board of Commissioners' meeting.

### V. PROCLAMATION

- A. Proclamation 12 of 2018 – Leah Raker introduced Robin Cain, Foster Home Specialist, and Paul and Holly Zimmerman a foster family for Centre County. During the Month of May, Robin said they will work to promote foster care awareness. On May 21, an appreciation banquet will be held in Boalsburg to thank and honor foster parents and on May 22, there will be an awareness event at the Courthouse that is open to the public. Centre County has a need for more foster parents; they try to keep kids local, hopefully with their siblings, and in the same school system. Through family experiences, Holly knew foster parenting was something she was meant to do. Paul said they have three adopted children through the foster system and described it as a wonderfully challenging experience, but it has been very rewarding. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to proclaim May 2018 as Foster Care Awareness Month.

- B. Proclamation 13 of 2018 – The Bellefonte Chamber of Commerce was first incorporated in May 1938, according to Gary Hoover. The Chamber promotes our area and provides services and support to members. People visit Centre County from all over the world and comment on the beauty of Bellefonte and our County. Tammy announced that the Chamber will host its first gala at Big Spring Spirits this year. Commissioner Dershem added his appreciation for everything that the Chamber has done to make the quality of life in Bellefonte so appealing. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to proclaim May 6-12, 2018 as Bellefonte Intervalley Chamber of Commerce Week.

Commissioner Dershem noted that last week the Commissioners joined the Moshannon Valley Economic Development Partnership in celebrating their 30<sup>th</sup> year anniversary.

VI. CHECK RUN

Commissioner Higgins reported that the check of the week was to Centre Foundation in the amount of \$15,000 for the Centre County First Responders Scholarship. The check run this week includes a \$5 million investment transfer to a money market account as a result of property taxes received. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the check run in the amount of \$5,423,529.28 dated April 27, 2018

VII. ADMINISTRATOR'S REPORT

Margaret Gray provided an update on the Centre Crest Parking and Stormwater Improvements Project, announcement of the RFP was advertised in the Centre Daily Times. Proposals are due on Friday, May 11 and will be opened during the Board of Commissioners' meeting on Tuesday, May 15.

The County has another project that will soon be advertised for bid, the Fire Safety Building Project is planned to be released with bids due on Friday, June 29.

VIII. CONTRACTS

A. ABC Appointments/Reappointments/Term Expirations

The citizens listed in the table below have offered their time and energy to serve on the indicated authorities, boards or committees.

ABC	Name	Action	Term
Local Emergency Planning Committee	Ted Onufrak	Appointment	
MH/ID & EI Advisory Board	April Detar	Appointment	7/1/2018 – 6/30/2021
MH/ID & EI Advisory Board	Gregory Gaertner	Appointment	7/1/2018 – 6/30/2021

Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the ABC appointments for the Local Emergency Planning Committee and the MH/ID & EI Advisory Board.

B. Court Administration

- i. Tom Martin reviewed a contract renewal with Pitney Bowes for the software maintenance agreement for the Send Suite software used in the Philipsburg and State College, Magisterial District Judges' offices. This software is used to track and send certified and restricted mailings. The contract total is \$35,935.20 for the period of April 1, 2018 through March 31, 2023. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add this item to next week's Consent Agenda – Dept. 251/254.
- ii. Margaret presented the first amendment to the lease agreement with S.C. Joint Venture for the premises located at 121 South Pugh Street, State College, Judge Lachman's Office. The current agreement expires on September 30, 2018 and the amendment will extend the lease for an additional eleven (11) months to expire on August 31, 2019. The monthly rental rate will be calculated as provided for in the original agreement. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add this item to next week's Consent Agenda – Dept. 257.

C. Planning

- i. Resolution No. 7 of 2018 – Liz Lose reviewed with the Board the Communications and Information Technology Chapter of the Centre County Comprehensive Plan Phase II Implementation Strategies. This chapter identifies the primary issue, access to coverage of broadband internet. The assessment completed by the Planning and Community Development Office was provided to the Center for Rural Pennsylvania. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add Resolution No. 7 of 2018 to next week's Consent Agenda – Dept. 151.
- ii. Mike Bloom requested that the Board authorize PennDOT Engineering District 2-0 to advertise for a new six-year agreement for local bridge inspection services and to administer the consultant selection process on behalf of Centre County. Counties and municipalities with bridges over 20 foot spans on the Local Transportation System are required to conduct two-year inspections. Each municipality is charged by bridge and there is no cost to the County. On a motion by Commissioner Higgins, seconded by commissioner Dershem, the Board voted to approve the letter of authorization for PennDOT Engineering District 2-0 – Dept. 151.

- iii. Margaret Gray reviewed the preliminary/final land development plan for the Centre Crest Parking Expansion. This proposal constitutes a preliminary/final plan submission showing the development of 70 additional parking stalls, lighting, storm water management facilities, etc. to be used to support the Centre Crest facility; located along North Wilson Street in Bellefonte Borough. Commissioner Pipe noted that the property is owned by the County. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the preliminary/final land development plan – Dept. 151.

Action: APPROVE the preliminary/final land development plan for the Centre Crest Parking Expansion.

D. Human Services

i. Children and Youth

Julia Sprinkle reviewed the following contracts for Children and Youth Services:

1. Contract renewal with Christian Home of Johnstown to provide residential services for dependent/delinquent youth. The contract total is \$4,600, which is funded as follows: State \$3,680 and County \$920 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
2. Contract addendum with Avanco International for the CAPS Service Provider Agreement to provide consulting services. The contract total is \$10,000, which is funded as follows: Federal \$1,600; State \$5,040; and County \$3,360 for the period of October 1, 2017 through June 30, 2018 – Dept. 511.
3. Contract renewal with Wardell and Associates (FICS) to provide reunification, independent living, and family aid services. The contract total is \$2,400,883, which is funded as follows: Federal \$44,370; State \$1,885,210; and County \$471,303 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.

Julia Sprinkle explained that the funding is determined based on the funding sources and the services that are provided.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contracts with the Christian Home of Johnstown, Avanco International, and Wardell and Associates to next week's Consent Agenda.

- ii. Adult Services – Natalie Corman presented the Pennsylvania Housing Finance Agency (PHFA) commitment letter for the award of \$22,000 for the Rental Assistance Program. These funds will be used in Fiscal Year 2018-2019 towards rental assistance for individuals or families living in the impacted area and whose gross monthly income is up to 200% of the Federal Poverty Line (FPL). The funds are matched with \$30,000 from Act 137 and \$13,000 leveraged for the Human Services Block Grant. The program total is \$65,000 for the period of July 1, 2018 through June 30, 2019. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the PHFA commitment letter to next week's Consent Agenda – Dept. 501.

- iii. Aging

Natalie Corman presented the following contract renewals:

1. Contract renewal with Eli Stoltzfus for the lease of the Penns Valley Senior Resource Center in Madisonburg. The lease agreement is for \$1,075 per month for a total of \$12,900 for the period of April 1, 2018 through March 31, 2019 – Dept. 521.
2. Contract renewal with Bobbie Rabuck, Esquire to provide legal counsel for the Office of Aging. The contract rate is \$95.00 per hour for the period of January 15, 2018 through December 31, 2018 – Dept. 521.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewals with Eli Stoltzfus and Bobbie Rabuck, Esquire to next week's Consent Agenda.

- iv. MH/ID EI– Natalie Corman reviewed the letter of agreement with Cen-Clear Child Services, Inc. for the provision of early intervention services to include occupational therapy, physical therapy, and speech language pathology. The contract total is \$50,000, which is funded as follows: State \$45,000 and County \$5,000 for the period of July 1, 2018 through June 30, 2019– Dept. 561.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the agreement with Cen-Clear Child Services, Inc. to next week's Consent Agenda.

- E. Emergency Management – Margaret Gray presented a Memorandum of Understanding (MOU) with the Centre Region Council of Governments (Centre Region COG) representing the Townships of College, Ferguson, Halfmoon, Harris, and Patton, and the Borough of State College to establish dispatch protocol for HAZMAT response teams in the Centre Region. The MOU is for the period of May 1, 2018 through July 31, 2019. On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted to approve the MOU with Centre Region COG – Dept. 351.

IX. CONSENT AGENDA

Following a motion by Commissioner Higgins, seconded by Commissioners Dershem, the Board voted to approve items A-C listed on today's Consent Agenda.

A. Human Services

i. MH/ID & EI

1. Contract renewal with Info Quick Solutions, Inc. to digitize microfilm into readable images for retrieval of archived case information for the Pennsylvania State Police Instant Check System Firearm Law and for eligibility determination for intellectual disability services. The contract total is \$5,000, which is funded as follows: State \$4,770 and County \$230 for the period of July 1, 2017 through June 30, 2018 – Dept. 561.
2. Addendum No. 1 to a contract with Strawberry Fields, Inc. to allow for funds to provide additional peer support services and targeted case management in the amount of \$20,200 increasing the contract maximum from \$1,129,201 to \$1,149,401 which is funded as follows State: \$1,096,414 and County \$52,987 for the period of July 1, 2017 through June 30, 2018 – Dept. 561.

- B. Liquid Fuels – Transferring 2018 funding awarded to College Township for the Park Avenue signal project to their West College Avenue/Elmwood Street intersection project. The total award for 2018 was \$20,000 – Dept. 411.

C. Planning

- i. Sub grantee agreement with Potter Township for the Federal Fiscal Year 2015 Community Development Block Grant (CDBG) Entitlement Funds in the amount of \$115,600. Funds will be used toward the construction of the Waste Water Treatment System to be constructed in Potters Mills. This agreement is for the period of September 15, 2017 through June 30, 2019 – Dept. 817.

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- ii. Sub grantee agreement with Potter Township for the Federal Fiscal Year 2016 CDBG Competitive Funds in the amount of \$884,400. Funds will be used toward the construction of the Waste Water Treatment System to be constructed in Potters Mills. This agreement is for the period of April 2, 2018 through November 6, 2020 – Dept. 817.

X. DISCUSSION ITEMS

XI. C-NET REQUESTS

XII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem provided the final voter registration report before the primary election. There are 107,642 registered voters in Centre County. The precinct of the week is Worth #85 with 512 registered voters. In the general election there were 155 ballots cast with a 30.27% voter turnout.

B. Announcements

XIII. EXECUTIVE SESSION REPORT

Margaret reported that the Board met in executive session on April 26 from 9:00-10:05 AM.

XIV. PUBLIC MEETING SCHEDULE

Tuesday, May 1, 2018

BOC Meeting – 10:00 AM - Room 146WB

Board of Elections – 11:00 AM – Room 146WB

Thursday, May 3, 2018

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

Retirement Board – 11:00 AM – Room 146WB

Tuesday, May 8, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, May 10, 2018

Prison Board of Inspectors – 8:00 AM – CCCF

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

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Tuesday, May 15, 2018

ELECTION DAY

BOC Meeting – 10:00 AM - Room 146WB

XV. ELECTION ANNOUNCEMENTS

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

XVI. QUESTIONS FROM THE PRESS

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to adjourn the meeting at 11:01 AM.

ATTEST:

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Margaret N. Gray  
Administrator