



BOARD OF COMMISSIONERS' MINUTES

Tuesday, May 22, 2018, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Belleville, 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 May 22, 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, Kelsey Thomasson, and Gary Sinderson.

Visitors present included Robert Hoffman, Alan Popovich, and Dawn McKee.

County personnel present included Robert Jacobs, Dale Neff, Bryan Sampsel, Sue Hannegan, Tom Martin, Christopher Schell, Joe Davidson, and Krista Davis.

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, May 15, 2018 Board of Commissioners' meeting.

V. INVITATION FOR BIDS

- A. Capital Projects – Robert Hoffman of Hoffman Leakey Architects announced the Invitation for Bids for the construction of a new equipment storage building at the Centre County Public Safety Training Center. The project will be bid in four contracts: General Construction, Mechanical Plumbing Construction, Mechanical HVAC Construction, and Electrical Construction. The new building will be used to store vehicles and supplies and will have a base bid of a two bay building with Alternate #1 a three bay building, and Alternate #2 a four bay building. The bid will open on June 5 with a pre-bid meeting at the Central Pennsylvania Institute of Science and Technology; bids will be due on Friday, June 29 and opened on Tuesday, July 3. Mr. Hoffman plans to begin construction on July 23 with occupancy by the end of February 2019. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the advertisement of the IFB – Equipment Storage Building – Dept. 971.

- B. Capital Projects – Bob Jacobs reviewed the Centre Crest Parking and Stormwater Improvements Project. This will allow for an additional 70 parking spaces at the facility and necessary stormwater improvements. During the Commissioners' meeting last week, Controller Chuck Witmer and Bob Jacobs opened four bids: Glenn O. Hawbaker, Inc., HRI, Inc., RT Contracting, Inc., and Leonard S. Fiore, Inc. On recommendation by design engineer Penterra and County engineer Franson Engineering, Bob requested the bid be award to Glenn O. Hawbaker, Inc. in the amount of \$428,244.50. Commissioner Pipe noted that the Board previously allocated \$275,000 to this project. Commissioner Dershem recommended moving ahead with this project as it will be a benefit to the County. It was the consensus of the Board to provide funding for the balance of the cost. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to enter into contract negotiations for the IFB – Centre Crest Parking and Stormwater Improvements Project – Dept. 971.

VI. CHECK RUN

Commissioner Higgins reported the check of the week was to Bellefonte Keystone Community Development in the amount of \$6,056.56. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the check Run in the amount of \$1,077,689.49 dated May 18, 2018

VII. ADMINISTRATOR'S REPORT

Margaret Gray requested to defer the Administrator's Report until later in the agenda to be included with the Weber Murphy Fox agreement.

VIII. CONTRACTS

A. District Attorney

Dawn McKee provided an overview of the STOP Violence Against Women Grant. The application for 2019-2020 is due to the Pennsylvania Commission on Crime and Delinquency on June 4, 2018. The requested grant funding will be used as follows: 25% Law Enforcement, 25% District Attorney's Office, 30% Victim Services, 20% Discretionary. The discretionary allocation will move the international outreach consultant from the District Attorney to the Centre County Women's Resource Center.

- i. STOP Grant coordinator agreement with Dawn G. McKee to perform the duties of grant coordinator. The contract rate is \$20.00 per hour, not to exceed a total of five hours per week or \$4,900 for the period of January 1, 2018 through December 31, 2018 – Dept. 221.
- ii. STOP Violence Against Women Grant application to the Pennsylvania Commission on Crime and Delinquency (PCCD). The grant total is \$290,000, which is funded as follows: State \$250,000, County \$20,000, and State College Borough \$20,000 for the period of January 1, 2019 through December 31, 2020 – Dept. 221.

- iii. STOP Grant pass through agreement with the Borough of State College. The contract total is \$75,900 for the period of January 1, 2019 through December 31, 2020 – Dept. 221.
- iv. STOP Grant pass through agreement with the Centre County Women's Resource Center. The contract total is \$98,200 for the period of January 1, 2019 through December 31, 2020 – Dept. 221.
- v. STOP Grant coordinator agreement with Dawn G. McKee to perform the duties of grant coordinator. The contract rate is \$20.00 per hour, not to exceed a total of five hours per week or \$9,800 for the period of January 1, 2019 through December 31, 2020 – Dept. 221.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add STOP Grant items i-v to next week's Consent *Agenda*.

B. Emergency Communications

Dale Neff asked the Board to consider the following items as a requirement to receive grant funding for 911 technology and systems. This will position the County to use funds in compliance with State Law and Act 12 of 2015. Commissioner Pipe noted that this is a \$500,000,000 grant from the Pennsylvania Emergency Management Agency (PEMA) and Dale added that the public will receive no changes in their 911 services.

- i. Ordinance 2 of 2018 – Adopting and ratifying an intergovernmental cooperation agreement between the counties of Bedford, Blair, Cambria, Fulton, Huntingdon, Somerset, and Centre authorizing cooperation among the seven counties with respect to their 911 emergency call centers – Dept. 354.
- ii. Intergovernmental Cooperation Agreement to join the counties of Bedford, Blair, Cambria, Fulton, Huntingdon, and Somerset in the Southern Alleghenies 911 Cooperative for the purpose of leveraging resources and funding to establish and maintain 911 systems. The Agreement shall remain in place until the County withdraws by Ordinance; the withdrawal of any three counties shall cause the Agreement to be terminated – Dept. 354.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the Ordinance 2 of 2018 and the intergovernmental agreement to the June 5 Consent Agenda.

- C. Financial Management – Tom Martin requested the transfer of \$900,000 from the 2017 General Fund balance to the Emergency Communications Fund. The Emergency Communications Fund is a revenue fund and the transfer will offset the expenses of the department. The funds transferred are designated for ongoing maintenance and operations of 9-1-1 equipment. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the transfer from the General Fund to the Emergency Communications Fund – Dept. 114.

- D. Liquid Fuels – Tom Martin requested the Board authorize payment in the amount of \$7,000 to Potter Township for Project #18-14218-001 for the installation of an uninterruptible power system at the intersection of 144 and 45. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the liquid fuels payment to Potter Township – Dept. 411.
- E. Planning
- i. Sue Hannegan and Alan Popovich of APA Architects reviewed an amendment to the professional service contract with APA Architects, LLC for the Soldiers and Sailors Memorial and the Curtin Monument restoration and conservation project. Phase one included the clean and reconsolidation of existing granite, the cleaning and reapplication of patina to metal sculptures and plaques, and perform a detailed assessment; this phase is completed. The assessment in phase one revealed spider infestation and weathering accelerated the spalling. Alan recommends periodic assessment and addressing restoration at interim phases. Phase two will include the removal of deteriorated granite, clean and touch up patina and metal, and reduction of granite in accordance with American Institute of Conservation standards. Chisels and tools purchased will remain with the County as part of conservation measures. This contract provides professional conservation, administration, and construction management of the project. API will also provide conservation guidelines and recommendations for maintenance. The original contract was in the amount of \$104,191, additional costs of \$19,411 increase the contract total to \$123,602 which is funded as follows: Pennsylvania Historical and Museum Commission \$49,475 and County \$74,127 for the period of March 21, 2017 through October 30, 2018. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the amendment to the contract with APA Architects, LLC to next week's Consent Agenda – Dept. 151.
 - ii. Bob Jacobs presented the Semi-annual Monitoring Activity Progress Report (MAPR) of community development block grant (CDBG) activities for the period of October 1, 2017 through March 31, 2018 to be submitted to the Pennsylvania Department of Community and Economic Development (DCED) on a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve submission of the MAPR – Dept. 817.
- F. Prison – Warden Chris Schell request that the Board consider the following items:
- i. Contract renewal with Central Intermediate Unit #10 to provide two and a half hours of WorkKeys classes twice per week at the Correctional Facility. The contract rate is \$32.23 per hour, not to exceed \$10,056 for the period of July 1, 2018 through June 30, 2019 – Dept. 333.
 - ii. Contract renewal with Universal Behavioral Health (The Meadows) to establish a linkage system with the Correctional Facility for care coordination, referrals, service availability, and information exchange. The agreement is effective for two years at no cost to the County – Dept. 333.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewals Central Intermediate Unit #10 and Universal Behavioral Health to next week's Consent Agenda.

- G. Recorder of Deeds – Joe Davidson reviewed a contract renewal with DRS Group to provide maintenance for the ScanPro Microfilm scanner and printer. The contract total is \$1,005 for the period of March 1, 2018 through February 28, 2019. This is a \$10 increase over the previous year. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewal with DRS Group to next week's Consent Agenda – Dept. 133.
- H. Risk Management – Krista Davis presented a contract renewal with Pennsylvania Counties Risk Pool (PCoRP) for the County's liability insurance policy. PCoRP is an intergovernmental risk pool that insures 51 of Pennsylvania's counties. The contract total is \$288,414 for the period of June 1, 2018 through May 31, 2019. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewal with PCoRP to next week's Consent Agenda – Dept. 112
- I. Human Services
- i. Natalie Corman presented the Fiscal Year 2018-2019 Human Services Block Grant Plan outlining the funding and services administered by the office of Adult Services and MH/ID EI and D&A Office. Two public hearings were completed as required and the plan and budget will be available on the County's website. Total funding is \$5,799,502 which is funded as follows: State \$5,543,925 and County \$255,577 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 Fiscal Year 2018-2019 Human Services Block Grant Plan to next week's Consent Agenda – Dept. 501
 - ii. Aging – Natalie requested the Board consider an extension of the 2016-2017 Senior Community Center grant agreement with the Pennsylvania Department of Aging. The grant extension will allow final expenditures for the Snow Shoe Senior Resource Center improvements. The grant total is \$39,450 and the extension is for the period of May 11, 2018 through August 9, 2018. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the grant extension to next week's Consent Agenda – Dept. 521.
 - iii. MH/ID/EI – Natalie asked the Board to consider the following contract renewals:
 1. Contract renewal with Home Nursing Agency Community Services for the provision of early intervention services to include occupational therapy, physical therapy, special instruction, and speech language pathology. The contract total is \$7,250, which is funded as follows: State \$6,525 and County \$725 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
 2. Contract renewal with Crossroads Counseling, Inc. to provide mental health outpatient services including psychiatric evaluation, medication

visits, individual psychotherapy, group psychotherapy, and tele-
psychiatry services. The contract total is \$35,000, which is funded as
follows: State \$33,387 and County \$1,613 for the period of July 1,
2018 through June 30, 2019 – Dept. 5661.

On a motion by Commissioner Higgins, seconded by Commissioner
Dershem, the Board voted to add the contract renewals with Home Nursing
Agency Community Services and Crossroads Counseling, Inc. to next week's
Consent Agenda.

- J. Tax Claim – Margaret Gray presented to the Board a consent to proceed with the sale of Parcel No. 19-011-,118A, 0000, College Township from the repository of unsold properties of Centre County. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add this item to next week's Consent Agenda – Dept. 123.
- K. Commissioners – Margaret reviewed a proposed agreement with Weber Murphy Fox, Inc. (WMF) for the next phase of the Courthouse renovations. Temple Court is now at total and complete capacity and the Probation department now occupies the entire fourth floor of the Courthouse. This agreement is to provide Architectural Professional Services for a renovation of the suite intended to be used as the Court Administrator's Office. The contract total is not to exceed \$15,000. Commissioner Dershem recommended approving this contract today. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the agreement with WMF to next week's Consent Agenda - Dept. 111.

IX. CONSENT AGENDA

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

- A. District Attorney – Lease agreement with Pitney Bowes for the Sendpro-C300 digital mailing system. The contract includes equipment maintenance coverage for the term of lease. The contract total is \$5,682.00 for the period of June 1, 2018 through May 31, 2023 – Dept. 221.
- B. Human Services
 - i. MH/ID & EI
 - 1. Contract renewal with the Centre County Youth Service Bureau for the provision of early intervention services to include special instruction. The contract total is \$2,500, which is funded as follows: State \$2,250 and County \$250 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
 - 2. Contract renewal with Central Intermediate Unit #10 for the provision of early intervention services to include special instruction for hearing and vision interpretation services. The contract total is \$5,000, which is funded as follows: State \$4,500 and County \$500 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.

3. Contract renewal with Alan Sementelli to provide emergency services to include constable transportation. The contract total is \$33,000 which is funded as follows: State \$31,479 and County \$1,521 for the period of July 1, 2018 through June 30, 2019 – Dept. 561,

C. MIS/RBA

- i. Contract renewal with Quantum for hardware and software support for backup appliance used in conjunction with Veeam software to back up data, programs, files, and servers for disaster recovery and equipment failures. The contract total is \$6,684.37 for the period of March 9, 2018 through February 28, 2020 – Dept. 142.
- ii. Contract renewal with CDW-G to provide support for Veeam software used for snap shot backup copies to the Quantum back up appliances of all virtualized servers, data, files, etc. The contract total is \$19,969.30 for the period of April 23, 2018 through April 22, 2021 – Dept. 142.

X. DISCUSSION ITEMS

XI. RECOGNITION

Mitchell Holden of Boy Scout Troop 370 has earned the Eagle Rank. A court of honor ceremony was held on Sunday, May 20.

XII. C-NET REQUESTS

XIII. REPORTS - ANNOUNCEMENTS

A. There is Voter Registration Report this week.

B. Announcements

Centre County Government Offices will be closed on Monday, May 28 in observance of Memorial Day.

XIV. EXECUTIVE SESSION REPORT

Margaret reported that the Board met in executive session on Thursday, May 17 from 12:45 to 1:00 PM.

XV. PUBLIC MEETING SCHEDULE

Tuesday, May 22, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, May 24, 2018

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

Monday, May 28, 2018

Centre County Government Offices CLOSED

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Tuesday, May 29, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, May 31, 2018

Finance Committee – 9:00 AM – Room 146WB

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

XVI. ELECTION ANNOUNCEMENTS

Tuesday, May 22, 2018

Last day for County Board of Elections to receive voted military and overseas absentee ballots.

Wednesday, August 1, 2018

Last day to circulate and file nomination papers.

Wednesday, August 8, 2018

Last day for withdrawal by candidates nominated by nomination papers.

XVII. QUESTIONS FROM THE PRESS

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to adjourn the meeting at 10:59 AM.

ATTEST:

Margaret N. Gray
Administrator