



BOARD OF COMMISSIONERS' MINUTES

Thursday, May 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 10:07 AM on May 30, 2019 by Commissioner Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins; Commissioner Steven Dershem; Administrator, Margaret Gray; Deputy Administrator, Bob Jacobs; Executive Assistant, Natalie Bird; Director of Human Resources, Kristen Simkins; Human Resource Analyst, Geri Sorgen.

County personnel present included Hank Fifield, Norm Spackman, Dale Neff, Linda Marshall, Bryan Sampsel and Natalie Corman.

II. PUBLIC COMMENT

III. MEETING MINUTES

Minutes from the Thursday, May 16, 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 May 16, 2019.

IV. ACTION ON NON PERSONNEL ITEM(S)

Housing - Mortgage satisfaction piece for Franklin R. Stapleton and Fay I. Stapleton for the premises located at 149 Water Gap Road, Aaronsburg. Linda Marshall explained that this is from the owner occupied rehab program and the Home Fund Grant through the Department of Housing and Urban Development - Dept. 815.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the mortgage satisfaction piece for Franklin R. Stapleton and Fay I. Stapleton.

V. ACTION ON PERSONNEL ITEM(S)

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Personnel Items A- D.

- A. Emergency Communications - Consider approval of the appointment for Chelsea L. Folk, full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #13, non-exempt, replacing Z. Cooke), at SG-N09E(05)--\$15.35/hour, effective

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June 17, 2019, pay period 13. Salary budget savings for 2019 \$15,309, annualized salary savings for 2020 \$4,763 – Dept. 354.

B. MH/ID

- i. Consider approval of the appointment for Caitlin R. Gabriel, full-time Caseworker 2, MH/ID, (p.c. #25, non-exempt, replacing A. Helsel), at SG-N12A(01)--\$16.36/hour, effective June 17, 2019, pay period 13. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$14,812, annualized salary savings for 2020 \$4,037 – Dept. 561.
- ii. Consider approval of the promotion/change in title for Jennifer Gersch from full-time Caseworker 3, MH/ID, (p.c. #18, non-exempt), at SG-N14H(08)--\$21.10/hour to full-time Casework Supervisor, MH/ID (p.c. #47, exempt), at SG-S54A(01)--\$48,443.20/annum, effective June 9, 2019, pay period 13. Salary budget savings for 2019 \$6,166, annualized salary savings for 2020 \$6,094 – Dept. 561.
- iii. Consider approval of the personnel requisition for full-time Caseworker 2, MH/ID, (p.c. #12, non-exempt, replacing W. Strayer), at SG-N12, effective May 30, 2019, pay period 12 – Dept. 561.
- iv. Consider approval of the personnel requisition for full-time Caseworker 3, MH/ID, (p.c. #18, non-exempt, replacing J. Gersch), at SG-N14, effective May 30, 2019, pay period 12 – Dept. 561.

C. Correctional Facility

- i. Consider approval of the military leave for Richard Aikey, Corrections Officer, Correctional Facility, (p.c. #57), effective retro from May 15, 2019, pay period 11 to August 26, 2022, pay period TBD – Dept. 333.
- ii. Consider approval of the personnel requisition for temporary full-time Corrections Officer, Correctional Facility, (p.c. #59, non-exempt, new), at SG-N10, effective May 30, 2019, pay period 12 – Dept. 333.
- iii. Consider approval of the promotion for James Ard, part-time Corrections Officer, Correctional Facility, (p.c. #91, non-exempt), at SG-N10A(01)--\$14.70/hour, to full-time Corrections Officer, Correctional facility, (p.c. #10, non-exempt, replacing T. Powell), at SG-N10A(02)--\$16.37/hour, effective June 9, 2019, pay period 13. Salary budget savings for 2019 \$2,022, annualized salary savings for 2020 \$1,414 – Dept. 333.
- iv. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #91, non-exempt, replacing J. Ard), at SG-N10, effective May 30, 2019, pay period 12 – Dept. 333.
- v. Consider approval of the promotion for Kross Todaro, part-time Corrections Officer, Correctional Facility, (p.c. #98, non-exempt), at SG-N10A(01)--\$14.70/hour, to full-time Corrections Officer, Correctional facility, (p.c. #72,

non-exempt, replacing N. Forte), at SG-N10A(02)--\$16.37/hour, effective June 9, 2019, pay period 13. Salary budget savings for 2019 \$995, annualized salary savings for 2020 \$1,414 – Dept. 333.

vi. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #98, non-exempt, replacing K. Todaro), at SG-N10, effective May 30, 2019, pay period 12 – Dept. 333.

vii. Consider approval of the promotion for Blaine Wainwright, part-time Corrections Officer, Correctional Facility, (p.c. #101, non-exempt), at SG-N10A(01)--\$14.70/hour, to full-time Corrections Officer, Correctional facility, (p.c. #60, non-exempt, replacing M. Orndorf), at SG-N10A(02)--\$16.37/hour, effective June 9, 2019, pay period 13. Salary budget savings for 2019 \$3,270, annualized salary savings for 2020 \$4,285 – Dept. 333.

viii. Consider approval of the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #101, non-exempt, replacing B. Wainwright), at SG-N10, effective May 30, 2019, pay period 12 – Dept. 333.

D. Transportation

i. Consider approval of the leave of absence for Shelley Watson, Vehicle Operator, Transportation, (p.c. #35), effective retro from May 26, 2019, pay period 12 to June 25, 2019, pay period 14 – Dept. 531.

ii. Consider approval of the personnel requisition for full-time Vehicle Operator 80%, Transportation, (p.c. #20, non-exempt, replacing R. Hamilton), at SG-N04, effective May 30, 2019, pay period 12 – Dept. 531.

iii. Consider approval of the personnel requisition for on-call/occasional Vehicle Operator, Transportation, (p.c. #39, non-exempt, replacing M. Wasilko), at SG-N04, effective May 30, 2019, pay period 12 – Dept. 531.

iv. Consider approval of the personnel requisition for on-call/occasional Vehicle Operator, Transportation, (p.c. #17, non-exempt, replacing J. Holter), at SG-N04, effective May 30, 2019, pay period 12 – Dept. 531.

VI. Commissioner Pipe provided the report on Judicial personnel items.

A. President Judge Pamela Ruest has approved the personnel requisition for full-time Law Clerk, Court Administration, (p.c. #25, non-exempt, replacing R. Sherman), at SG-N16, effective retro to May 20, 2019, pay period 11. – Dept. 271.

B. President Judge Pamela Ruest has approved the personnel requisition for full-time Hearing Officer, Domestic Relations, (p.c. #04, non-exempt, replacing E. Marasco), at SG-N14, effective retro to May 24, 2019, pay period 11. – Dept. 281.

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

VIII. DISCUSSION ITEMS

Commissioner Higgins reported to the Board on the recent discussion at the Central Pennsylvania Convention and Visitors Bureau (CVB) Board Meeting. The CVB Board discussed moving forward with a five-year grant to Nittany Valley Sports Centre. They are the recipient of a \$1.5 million Redevelopment Assistance Capital Program grant and this funding would help provide the required match. At their April meeting, the CVB Board discussed a Memorandum of Understanding that would disburse \$1.4 million over a five-year period. The CVB would receive right of first refusal and the Board voted to approve the MOU with the potential to discuss discounts for future events at the Sports Centre.

He then reported that the CVB and the Chamber of Business and Industry of Centre County (CBICC) introduced a new proposal to form a working relationship. There has been some public discussion about joint projects between the two groups. The CVB expects to receive increased funding from booking agents through the increased hotel tax. Executive Director of the CVB, Fritz Smith estimates as much as half a million in extra funds.

The CVB is proposing that the CBICC run several new programs that include a tourism loan fund, community and economic development programs, cooperative programs such as agritourism and enhancing CentreReady to include Visitors Ready; and improving air service to the State College area. If extra funding exceeds \$750,000 they will consider tourism and economic development initiatives and if extra funding exceeds \$950,000 the funding will remain with the CVB.

Commissioner Dershem asked if there will be a Memorandum of Agreement between the two organizations? According to Commissioner Higgins there will be a five year agreement with two additional three year extensions. A termination clause would require payment from the advantaged party to the diminished party for the term of the 11-year agreement. It was the consensus of the Board of Commissioners that 11 years is a significant period of time.

The next meeting of the CVB Board of Directors is Tuesday, June 18 at 8:00 AM. Commissioner Dershem asked that Commissioner Higgins attend the meeting or request the discussion regarding the CVB and CBICC agreement be first on the agenda, even if it requires him to miss the Board of Commissioners Meeting at 10 AM.

Commissioner Higgins added that the CVB has announced the hire of three new staff persons, Public Affairs Director Leslie Kistner, Chief Administrative Officer Tim Boyd, and Communications Director Edward Stoddard.

The non-profit grant awards were approved by the CVB Board of Directors on Wednesday, May 29. Due to a miscalculation by Fritz Smith, there was a surplus in funding of \$58,000 that will be saved for emergency grants and fall mini grants. A public announcement of the awards will be held at the CVB on Thursday, June 6 at 10 AM.

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IX. EXECUTIVE SESSION

Margaret Gray reported that the Board met in executive session on May 29 from 11:25 to 11:30 AM for a personnel matter. They will also meet following this meeting for a personnel matter.

X. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to move into executive session at 10:27 AM. Executive session was adjourned at 10:46 AM.

ATTEST:

Margaret N. Gray
Administrator