



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, June 5, 2018, 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Bellefonte, 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 June 5, 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 and Gary Sinderson

County personnel present included Dave Lomison, Nick Barger, Julia Sprinkle, Leah Raker, Matt Milliron, Bill Browder, Joyce Mckinley, Tom Martin, and staff from the Department of Children and Youth Services.

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 29, 2018 Board of Commissioners' meeting.

### V. PROCLAMATION

- A. Proclamation 20 of 2018 – Julia Sprinkle and Leah Raker joined the Board in appreciation of the difficult and demanding work that is performed 24/7 by our child welfare professionals. Sharon Noel is an intake screener for Children and Youth Services where she has worked for 25 years. She takes referrals that come into the office and her ultimate goal is to make sure children in the County are safe. Commissioner Pipe recognized staff for all the work they do and the sacrifices they make. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to proclaim June 4-8, 2018 as Child Welfare Professionals Appreciation Week.

### VI. REQUEST FOR PROPOSALS

Dave Lomison, Director of Transportation asked the Board to consider requesting proposals to satisfy a need for fleet vehicle maintenance.

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- A. Transportation – RFP for the furnishing of maintenance and repair services for the Business Fleet – Dept. 532.
- B. Transportation – RFP for the furnishing of maintenance and repair services for the Paratransit Fleet – Dept. 531.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve advertisement fo the RFP – Business Fleet Vehicle Maintenance and the RFP – Paratransit Fleet Vehicle Maintenance.

VII. CHECK RUN

Commissioner Higgins announced the check of the week was to Centre County Council of Human Services in the amount of \$420. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the check run in the amount of \$1,342,239.38 dated June 1, 2018

VIII. ADMINISTRATOR'S REPORT

Margaret Gray reported that the mandatory Pre-Bid meeting for the Invitation to Bid – Equipment Storage Building at the CPI Fire Safety Training Site will be held today, June 5 at 1:30 PM. Bids are due to the County Controller on June 29 and will be opened during the Commissioners' Meeting on July 3.

IX. CONTRACTS

- A. GIS – Nick Barger asked the Board to consider a maintenance contract renewal with ESRI, Inc. to provide support and software updates. The contract total is \$23,750 for the period of August 22, 2018 through August 21, 2019. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewal with ESRI, Inc. to next week's Consent Agenda – Dept. 155.
- B. Planning – Matt Milliron presented to the Board the Pennsylvania Department of Community and Economic Development (DCED) sub grantee agreement with Millheim Borough for the Federal Fiscal Year 2017 Community Development Block Grant (CDBG) entitlement funds to be used for a water transmission main replacement along Route 445, north of the Borough. The total agreement is \$231,700 and is Federally funded for the period of June 12, 2018 through April 14, 2020. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the sub grantee agreement to next week's Consent Agenda – Dept. 817.
- C. RBA – Bill Browder asked the Board to consider an agreement with RBA Professional Data Systems, Inc. for license support for the third party IBM Informix database and third party GUI client software maintenance that forms the basis for thirteen RBA developed software applications used by the County. The contract total is \$32,266 for the period of January 1, 2018 through December 31, 2018. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the agreement with RBA Professional Data Systems, Inc. to next week's Consent Agenda – Dept. 142.

- D. Register of Wills – Christine Millinder reviewed a contract with Info Quick Solutions, Inc. for the microfilming of estate records. Retaining microfilmed copies of records is a requirement of the AOPC. Microfilming was put on hold while records were being digitized for public access, now that that project is complete; Christine is looking to continue creating microfilmed records. The estimated contract total is \$22,620 for the period of June 12, 2018 through December 11, 2019 and will be paid for by the data automation fund. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract with Info Quick Solutions, Inc. to next week's Consent Agenda – Dept. 224.
- E. Tax Claim – Joyce McKinley asked the Board to consider a contract renewal with Palmetto Posting, Inc. for posting properties for the 2018 Upset Tax Sale and posting of the 2017 Return and Claim Notices. These postings are a requirement of the Real Estate Tax Sale Law. The contract total is estimated at \$18,000 for the period of June 30, 2018 through May 31, 2019. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewal to next week's Consent Agenda – Dept. 123.
- F. Human Services

i. Adult Services – Natalie Corman reviewed the following agreements:

1. Partnership agreement with the Eastern Pennsylvania Continuum of Care (CoC) for the Connect to Home: Coordinate Entry System of Eastern PA. This agreement is a requirement of the Department of Housing and Urban Development (HUD) mandate for all CoC/HUD grant recipients. This agreement is at no cost to the County – Dept. 501.
2. 2018 PHARE Grant agreement to assist eligible households with rental assistance. Eligible households must have a gross annual income that is at or below 200% Federal Poverty Level and they must live in a Centre County municipality that is designated as impacted by Marcellus Shale. The total grant award is \$22,000, which is matched with \$30,000 of ACT 137 funds, and \$13,000 leveraged from the Human Services Block Grant for a project total of \$65,000 for the period of May 1, 2018 through October 31, 2019 – Dept. 501.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the partnership agreement with the Eastern Pennsylvania Continuum of Care and the 2018 PHARE Grant agreement to next week's Consent Agenda.

ii. Aging – Natalie Corman reviewed the following contracts:

1. Contract with Holly Reigh to teach and facilitate the Evidence Based Program "Enhanced Wellness" that is funded by the Pennsylvania Department of Aging, Health and Wellness (Title IIID). The contract total is not to exceed \$8,200 annually and is State funded for the

period of May 15, 2018 through June 30, 2020 – Dept. 521.

2. Contract with Evelyn Wald to teach and facilitate the Evidence Based Program “Enhanced Wellness” that is funded by the Pennsylvania Department of Aging, Health and Wellness (Title IIID). The contract total is not to exceed \$8,200 annually and is State funded for the period of May 15, 2018 through June 30, 2020 – Dept. 521.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contracts with Holly Reigh and Evelyn Wald to next week’s Consent Agenda.

- iii. Transportation – Dave Lomison asked the Board to consider acquisition of three vehicles from Penn State University:

1. 2013 Dodge Caravan for Transportation’s Paratransit fleet to replace Van #54 that is no longer in service - \$9,130 – Dept. 532.
2. 2013 Chevrolet Impala Sedan for the Sheriff Department to replace S18 that was removed in November 2017 - \$9,900 – Dept. 532.
3. 2014 Chevrolet Malibu Sedan for Children and Youth Services to replace car #5 that was removed in January 2018 - \$9,900 – Dept. 532.

The vehicles will be provided as a Penn State In-Kind Service in the total all-inclusive amount of \$28,930. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the acquisition of vehicles from Penn State University to next week’s Consent Agenda.

- iv. MH/ID EI and D&A – Natalie Corman reviewed the following contract renewals:

1. Contract renewal with Hear, Inc. to provide drug and alcohol services including halfway housing for adult male and female individuals. The contract total is estimated at \$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. 562.
2. Contract renewal with Pamela Cospers to provide intellectual disability services including certified interpreter services. The contract total is \$5,500, which is funded as follows: State \$5,246 and County \$254 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
3. Contract renewal with John Boswell, M.D. to provide mental health outpatient services. The contract total is \$2,000, which is funded as follows: State \$1,908 and County \$92 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.

4. Contract renewal with Quest Services, Inc. to provide drug and alcohol services that include case management, outpatient, intensive outpatient, and intervention. The contract total is \$25,000 which is funded as follows: State \$23,840 and County \$1,160 for the period of July 1, 2018 through June 30, 2019 – Dept. 562.
5. Contract renewal with Clear Concepts Counseling to provide drug and alcohol services that include case management, individual, group, and intensive outpatient therapy. The contract total is \$40,000, which is funded as follows: Federal \$21,013, State \$18,145, and County \$842 for the period of July 1, 2018 through June 30, 2019 – Dept. 562.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add MH/ID and EI items 1-5 to next week's Consent Agenda.

- v. Children and Youth – Natalie Corman reported that the following items total \$1,823,023 with the County's funding requirement totaling \$320,297.
  1. 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.
  2. Contract renewal with Centre County Youth Service Bureau to provide residential services for dependent/delinquent youth. The contract total is \$1,653,023, which is funded as follows: State \$1,368,086 and County \$284,937 for the period of July 1, 2017 through June 30, 2018 – Dept. 511.
  3. Contract renewal with Sign Language Specialists of Western PA to provide sign language interpreting services. The contract total is \$6,000, which is funded as follows: State \$4,800 and County \$1,200 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
  4. Contract renewal with Children's Advocacy Center to provide forensic interview services. The contract total is \$24,000, which is funded as follows: State \$19,200 and County \$4,800 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
  5. Contract renewal with Aimee Senott to provide counseling services. The contract total is \$12,000, which is funded as follows: State \$9,600 and County \$2,400 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
  6. Contract renewal with Pamela McCloskey to provide counseling services. The contract total is \$10,000, which is funded as follows: State \$8,000 and County \$2,000 for the period of July 1, 2018

through June 30, 2019 – Dept.511.

7. Contract renewal with H. Denning Mason, Esq. to provide legal services. The contract total is \$6,000, which is funded as follows: State \$4,800 and County \$1,200 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
8. Contract renewal with Bobbie Rabuck, Esq. to provide legal services. The contract total is \$30,000, which is funded as follows: State \$24,000 and County \$6,000 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
9. Contract renewal with Kimberly Hamilton, Esq. to provide legal services. The contract total is \$2,000, which is funded as follows: \$1,600 and County \$400 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
10. Contract renewal with Claire Kimmel, Esq. to provide legal services. The contract total is \$14,000, which is funded as follows: State \$11,200 and County \$2,800 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
11. Contract renewal with The Law Office of James P. Johnson, Esq. to provide legal services. The contract total is \$16,000, which is funded as follows: State \$12,800 and County \$3,200 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
12. Contract renewal with Stephanie Cooper, Esq. to provide legal services. The contract total is \$1,000, which is funded as follows: State \$800 and County \$200 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
13. Contract renewal with the YMCA of Centre County – Moshannon Valley to provide childcare services. The contract total is \$500, which is funded as follows: State \$400 and County \$100 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
14. Contract renewal with Kids Court Childcare and Learning Center to provide childcare services. The contract total is \$4,000, which is funded as follows: State \$3,200 and County \$800 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
15. Contract renewal with Abbas House Daycare to provide childcare services. The contract total is \$12,000, which is funded as follows: State \$9,600 and County \$2,400 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
16. Contract renewal with Your First Page Learning and Development Center to provide childcare services. The contract total is \$20,000,

which is funded as follows: State \$16,000 and County \$4,000 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.

17. Contract renewal with the Childcare Center at Hortwoods (PSU) to provide childcare services. The contract total is \$2,500, which is funded as follows: State \$2,000 and County \$500 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add Children and Youth Services items 1-17 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-G.

- A. Commissioners – Contract with Reclamere, Inc. to provide a general IT risk analysis. The contract total is \$21,000 with completion anticipated no later than September 30 – Dept. 111.
- B. Court Administration - Contract renewal with Vigilant Security, Inc. to provide security monitoring for the Magisterial District Judge's Office in Philipsburg. This contract is an automatic renewal with the ability to terminate the agreement with thirty days written notice. The contract total is \$453.75 for the period of February 1, 2018 through January 31, 2019 – Dept. 254.
- C. Emergency Communications
  - 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.
  - iii. Contract extension with Mission Critical Partners (MCP) from June 29, 2018 to May 31, 2019. The extension will allow MCP to provide representation for 9-1-1 in communications with Spillman and the consortium project manager for the Computer Aided Dispatch (CAD) and Records Management System (RMS) Interface management project. The term of the extended contract will be August 29, 2017 through May 31, 2019 at no additional cost to the County – Dept. 354.

- D. Facilities Management – Contract with Steckley Hood and Duct Cleaning for bi-annual cleaning of the grease exhaust system at the Centre County Correctional Facility. The contract total is \$3,600 for the period of January 1, 2018 through December 31, 2020 – Dept. 333.
- E. Juvenile Probation – Owner County Agreement with Central Counties Youth Center, a juvenile detention center jointly owned by five counties: Centre, Clinton, Clearfield, Huntingdon, and Mifflin. The County's yearly allocation toward the operation of the facility is \$161,705, which is funded as follows: State \$80,852.50 and County \$80,852.50 for the period of January 1, 2018 through December 31, 2018 – Dept. 305.
- F. Planning
  - i. Letter of support to the PA Department of Community and Economic Development (DCED) from the Board of Commissioners on behalf of the Clearwater Conservancy and its grant application for the Hess Farm conservation easement acquisition project – Dept. 151.
  - ii. RACP Endorsement Letter for the Central Pennsylvania Institute of Science and Technology's (CPI) Health Science Building – Dept. 151.
- G. Human Services
  - i. Aging – Contract with Aging Well, PA LLC (AWP) to receive revenue from the Pennsylvania Department of Aging. Aging Well, PA LLC is responsible for the administration and payment of funds for the provision of home and community-based assessment services to assist and support older adults and individuals. Estimated revenue from the State is \$531,198 for the period of July 1, 2018 through June 30, 2021 – Dept. 521.
  - ii. MH/ID/EI
    - 1. Contract renewal with The Law Office of Denise M. Bierly to provide legal counsel for mental health and intellectual disability commitment hearings. The contract total is \$5,000, which is funded as follows: State \$4,770 and County \$230 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
    - 2. Contract renewal with Oasis Lifecare, LLC, for services including mental health outpatient, therapeutic prophylactic or diagnostic injection, and individual psychotherapy. The contract total is \$5,000, which is funded as follows: State \$4,770 and County \$230 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
    - 3. Contract renewal with Susquehanna Software, Inc. for services including quarterly CCRI submission, annual maintenance, custom programming, quarterly HCSIS SC tracker maintenance, and quarterly SC Pelican maintenance. The contract total is estimated at \$41,500,



which is funded as follows: State \$39,587 and County \$1,913 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.

iii. Transportation

1. Purchase of two 2018 Ford Escape 4x4 SUV's for the MH/ID Department from Tri-Star Ford of Tyrone, Inc. to replace vehicles in their fleet that have met their useful life. The cost per vehicle is \$21,776, which will be provided by MH/ID – Dept. 532.
2. Lease agreement with Tri-Star Auto Group for the lease of two 2018 Ford Utility Police Interceptors for the Sheriff's Department. The lease includes a one-time documentation fee of \$1,000 and an annual payment of \$25,505.21 for a three-year period. At the conclusion of the lease, the County has the purchase option of a \$1 buy out per vehicle – Dept. 532.

XI. DISCUSSION ITEMS

XII. RECOGNITION

XIII. C-NET REQUESTS

Margaret Gray presented to the Board a request for sponsorship for the August 7, 2018 taping of a presentation on Lyme disease by the National Wildlife Federation. The presentation will be held at Appalachian Outdoors in State College from 6:00-8:00 PM.

XIV. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 107,679 registered voters in Centre County. The precinct of the week is Spring Township East #86 with 1,016 registered voters. In the May Primary, they had 227 ballots cast for a 22.34% voter turnout.

B. Announcements

XV. EXECUTIVE SESSION REPORT

Margaret reported that the Board will meet in executive session following this meeting.

XVI. PUBLIC MEETING SCHEDULE

Thursday, June 7, 2018

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

Tuesday, June 12, 2018

BOC Meeting – 10:00 AM - Room 146WB

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Thursday, June 14, 2018

Prison Board of Inspectors – 8:00 AM - CCCF

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

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

Tuesday, June 19, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, June 21, 2018

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

XVII. ELECTION ANNOUNCEMENTS

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.

XVIII. QUESTIONS FROM THE PRESS

- XIX. On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to move into executive session at 10:43 AM. Executive session was adjourned at 12:05.

ATTEST:

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Margaret N. Gray  
Administrator