



BOARD OF COMMISSIONERS' MINUTES

Tuesday, June 12, 2018, 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 June 12, 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; Deputy Administrator, Natalie Corman and Staff Assistant, Deborah Wilson.

Representatives from the news media included Emma Gosalvez, Kelsey Thomasson, and Gary Sinderson

County personnel present included Dave Lomison, Julia Sprinkle, Bill Browder, Tom Martin, Bryan Sampsel, Krista Davis, Chuck Witmer, and Lee Sheaffer.

Guest present included Jennifer Riden, John Sengle, Denise Sticha, Andrea Fisher, and Patricia Flood.

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, June 5, 2018 Board of Commissioners' meeting.

V. PROCLAMATION

- A. Proclamation 21 of 2018 – The Board welcomed Julia Sprinkle, Leah Raker, Andrea Fisher from the Youth Service Bureau, and Patricia Flood of Family Intervention Crisis Services. Julia Sprinkle announced that Children and Youth Services will be hosting an Open House today and a picnic lunch on Thursday, June 14 to show appreciation for providers. Andrea Fisher of Youth Service Bureau expressed her appreciation for the partnership with the Board of Commissioners and the Judges, which is rare in other parts of the Commonwealth. Patti Flood announced that Family Intervention Crisis Services 30th anniversary is June 13. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to proclaim June 11-15, 2018 as Child Welfare Service Providers Week.

VI. CNET REPORT

Cynthia Hon, Executive Director of CNET, reviewed the highlights of 2017 where staff and interns produced 482 programs. CNET began the process to renew the cable franchise with Comcast, which is still on-going, the provisions included in the renewal are essential to CNET's financial health and stability going forward. Centre County Government sponsored 14% of all programming by CNET members in 2017 and received two awards. The County sponsored 45 Board of Commissioners' Meetings, 21 events, and two public service announcements. The average number of views for Commissioners' Meetings in 2018 was 54, up three from last year. New programming this year, Ferguson Township Planning Commission meetings will be covered by CNET beginning in January of 2018, State College Borough Water Authority became a CNET member in January 2018, and Bellefonte Borough Work Sessions will be covered beginning March 19, 2018.

VII. REQUEST FOR PROPOSALS

- A. Facilities Management – Controller Chuck Witmer reported the County received one proposal response for Janitorial Services, he reviewed the Pennsylvania County Code and receiving only one bid is acceptable. The proposal was from Wizzards Janitorial Systems in the amount of \$9,492.67 per month or \$113,912.04 per year.

Lee Sheaffer stated that proposal was for services to be provided at the Courthouse, Courthouse Annex and the Sheriff's Office, the proposal received is from our current provider. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table the RFP-Janitorial Services until June 19 for review – Dept. 161.

- B. Financial Management – Tom Martin requested the Board approve advertisement for the RFP – General Obligation Note, Series of 2018. The proposal is for a bank loan to be used to fund capital projects, primarily for the energy savings project. The term of the loan would be 10 years in an amount up to \$7.5 million. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to advertisement of the RFP – General Obligation Note, Series of 2018 - Dept. 113.

VIII. CHECK RUN

Commissioner Mark Higgins reported that the check of the week was to West Penn Power in the amount of \$6,521.67. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the check run in the amount of \$520,051.60 dated June 8, 2018.

IX. ADMINISTRATOR'S REPORT

There were no items to report.

X. CONTRACTS

A. Court Administration – Tom Martin asked the Board to consider approval for security upgrades at the Philipsburg Magisterial District Judges Office.

- i. Purchase of a prisoner holding bench for the Philipsburg Magisterial District Judges Office and submission of the invoice to the Administrative Office of Pennsylvania Courts (AOPC) for reimbursement through the AOPC Security Reimbursement Grant. The total cost is approximately \$835.30 – Dept. 254.
- ii. Installation of access control features to a door at the Philipsburg Magisterial District Judges Office and submission of the invoice to the Administrative Office of Pennsylvania Courts (AOPC) for reimbursement through the AOPC Security Reimbursement Grant. The total cost is \$1,300 - Dept. 254.

On a motion by Commissioner Higgins and seconded by Commissioner Dershem, the Board voted to approve the upgrades.

Tom then asked the Board to consider contract renewals with Pitney Bowes.

- iii. Contract renewal with Pitney Bowes for the postage machine in the Philipsburg Magisterial District Judges Office. The contract total is \$5,862 for the period of July 30, 2018 through July 29, 2023 – Dept. 254.
- iv. Contract renewal with Pitney Bowes for the mailing machine in the Centre Region Magisterial District Judges Office. The contract total is \$8,398.20 for the period of July 30, 2018 through July 29, 2023 – Dept. 252.

Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewals with Pitney Bowes to next week's Consent Agenda.

B. MIS/RBA – Contract renewal with Renmark USA for the Schneider Electric UPS and power distribution unit. The unit is backed by a generator to provide uninterrupted power for critical IT and network equipment. The contract total is \$4,894.60 for the period of May 8, 2018 through May 7, 2019. Bill Browder stated that this may be the last year for the renewal on the unit since it will need to be updated. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract with Renmark USA to next week's Consent Agenda - Dept. 142.

C. Recorder of Deeds – On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table this item. Agreement with RBA Professional Data Systems, Inc. for the development and implementation of automated clearing house process for transfer of tax payments to municipalities and school districts from the Recorder of Deed's Office. The total cost is \$3,728 – Dept. 133.

D. Risk Management – Krista Davis reported that the Hartman Group provided four different quotes from four different companies. After reviewing each, she is recommending Berkley Accident and Health for Volunteer Accident Insurance Policy to cover Court Alternative Sentencing Participants, Office of Aging volunteers, and inmates doing offsite service work. The contract total is \$4,450 for the period of July 1, 2018 through June 30, 2019. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem the Board voted to add the contract to next week's Consent Agenda - Dept. 112.

E. Human Services

i. Transportation –

1. Dave Lomison requested approval of the Capital Grant Award for purchase of vehicles. Department of Transportation Consolidated Capital Grant Award for the purchase of four accessible transit busses for the Para-transit fleet. The total award is \$275,000, which is funded as follows: Federal \$220,000 and State \$55,000 for Federal Fiscal Year 2017-2018. Once approved is in place they vehicle should be in place by November - Dept. 531.
2. Purchase of four General Motors 23' accessible Transit Busses that are fully equipped from Rohrer Bus Company. The total cost per bus is \$68,732 a total cost of \$274,928, which is funded by the Department of Transportation Consolidated Capital Grant - Dept. 531.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the Capital Grant Award and the purchase from Rohrer Bus Company to next week's Consent Agenda.

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

1. Contract renewal with Community Integrations, LLC to provide emergency transportation services. The contract total is \$7,500, which is funded as follows: State \$7,154 and County \$346 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
2. Contract renewal with Crossroads Counseling, Inc. to provide drug and alcohol services that include case management, individual, group, and intensive outpatient therapy, recovery house, and medication assisted therapy. The contract total is \$144,200, which is funded as follows: Federal \$43,742, State \$96,995, and County \$3,463 for the period of July 1, 2018 through June 30, 2019 – Dept. 562.

3. Contract renewal with Housing Transitions, Inc. to provide services that include emergency housing assistance for drug and alcohol clients. The contract total is \$5,000, which is funded as follows: State \$4,770 and County \$230 for the period of July 1, 2018 and June 30, 2019 – Dept. 562.

Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add items 1-3 to next week's Consent Agenda.

- F. Commissioners – Resolution 8 of 2018 approving Centre County Libraries application for the Keystone Grant for Public Facilities. Denise Sticha, Executive Director of Centre County Library & Historical Museum, and John Sengle, President of the Board of Trustees addressed the Commissioners. Denise stated that Keystone Grant only happens every other year in the spring. If awarded, the grant funds would be used to upgrade the HVAC system at the Holt Memorial Library. The grant is a 50/50 match fund, which will be matched by the Library. She is asking the Board approve the Resolution, which is required for the grant application. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the resolution. Dept. 111.

XI. CONSENT AGENDA

On a motion by Commissioners Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Consent Agenda items A-F

- A. GIS – 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 – Dept. 155.
- B. Planning – 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 – Dept. 817.
- C. RBA – 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 – Dept. 142.
- D. Register of Wills – Contract with Info Quick Solutions, Inc. for the microfilming of estate 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 – Dept. 224.
- E. Tax Claim – 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 – Dept. 123.

F. Human Services

i. Adult Services

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.

ii. Aging

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.

iii. Transportation – 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 – Dept. 532.

iv. MH/ID and EI

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, 2018 – Dept. 562.

v. Children and Youth

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.

XII. DISCUSSION ITEMS

XIII. RECOGNITION

XIV. C-NET REQUESTS

XV. REPORTS - ANNOUNCEMENTS

Voter Registration Report

Commissioner Dershem reported there are 107,618 registered voters in Centre County. The precinct of the week is Spring South West #87 with 988 registered voters, in the Primary Election, there were 240 ballots cast for a 20.65 % voter turnout.

A. Announcements

- i. Jennifer Riden of Small Business Development Center announced the Lenders Expo will be held on June 19, 2018 from 11:30 AM to 2:00 PM at Mountain View Country Club.
- ii. The Centre County Board of Assessment and Revision of Taxes will meet on Thursday, June 14, 2018 in Room 146 of the Willowbank Building at 11:00 AM.

XVI. EXECUTIVE SESSION REPORT

XVII. PUBLIC MEETING SCHEDULE

Tuesday, June 12, 2018

BOC Meeting – 10:00 AM - Room 146WB

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

XVIII. 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.

XIX. QUESTIONS FROM THE PRESS

- XX. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to adjourn the meeting at 10:53 AM.

ATTEST:

Margaret N. Gray
Administrator