



BOARD OF COMMISSIONERS' MINUTES

Tuesday, June 19, 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 10:01 AM on June 19, 2018 by Chair of the Board, Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Chair; Commissioner Mark Higgins; 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 Christopher Schell, Tom Martin, Lee Sheaffer, Bryan Sampsel, and Joe Davidson.

Guest present included Jill Brighton, Cynthia Mezzant and Elaine Meder-Wilgus.

CNET staff were present.

III. PUBLIC COMMENT

IV. MEETING MINUTES

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the minutes from the Tuesday, June 12, 2018 Board of Commissioners' meeting.

V. CHECK RUN

Commissioner Higgins reported the check of the week was to West Penn Power in the amount of \$16,481.66. On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to approve the check run in the amount of \$624,150.10 dated June 15, 2018.

VI. REQUEST FOR PROPOSALS

Lee Sheaffer, Director of Facilities Management recommended the Board award the RFP for Janitorial Services to Wizzards Janitorial of Milesburg. On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board approved entering into contract negotiations with Wizzards Janitorial – Dept. 161.

VII. ADMINISTRATOR'S REPORT

Margaret Gray reported that a Bid and Proposal schedule has been added to the agenda. She then highlighted important dates for solicitations that are currently open: Business and Paratransit Fleet Vehicle Maintenance, 911 Tower Painting Project, Equipment Storage Building, and General Obligation Note, Series of 2018.

VIII. ABC Appointment/Re-Appointments/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
MH/ID/EI Advisory Board	Steven Shaffer	Resignation	7/1/2017 – 5/18/18

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to approve the ABC resignation of Steven Shaffer.

IX. CONTRACTS

- A. Correctional Facility – Warden Christopher Schell presented a contract renewal with Veriato, Inc. for 10 licenses and three years of maintenance support for Monitored End Point on computers inmates use to access the internet-based Workforce Development Software (WorkKeys). The contract total is \$472.50 for the period of July 7, 2018 through July 6, 2021. On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to add the contract renewal to next week's Consent Agenda – Dept. 333.
- B. Financial Management – Tom Martin discussed the submission of the Internal Revenue Service (IRS) 8038CP form, which is required to receive a credit payment for the RZEBD General Obligation Bond Series of 2010. The County makes two payments per year and receives a credit of \$11,000 for submission of the form. On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to add the IRS form to next week's Consent Agenda – Dept. 113
- C. Liquid Fuels – Tom Martin asked the Board to consider an application to PennDOT in the amount of \$30,000 to Ferguson Township for pedestrian safety improvements at West College Avenue and Corl Street. The funds were previously approved during the liquid fuels allocation. On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to add the application to next week's Consent Agenda – Dept. 411.
- D. Recorder of Deeds – Joe Davidson presented an 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 one-time cost is \$3,728. On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to add his item to next week's Consent Agenda – Dept. 133.

E. Human Services - Natalie Corman presented the following Contract renewals:

i. MH/ID/EI D&A

1. Contract renewal with St. Francis University to provide intellectual disability services to include administration of National Core Indicator surveys, PFDS and IM surveys, and transition surveys. The contract total is \$34,264, which is State funded for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
2. Contract renewal with Carl Frels to provide intellectual disability services to include deaf interpreter services. The contract total is \$8,000, which is funded as follows: State \$7,631 and County \$369 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
3. Contract renewal with Strawberry Fields, Inc. to provide mental health services that include peer support, community residential rehabilitation, targeted case management, and housing support. The contract total is \$1,129,201, which is funded as follows: State \$1,077,145 and County \$52,056 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
4. Contract renewal with Treatment Trends, Inc. to provide drug and alcohol service that include halfway house services and non-hospital detoxification rehabilitation. The contract total is \$5,000, which is State funded for the period of July 1, 2018 through June 30, 2019 – Dept. 562.

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to add items 1-4 to next week's Consent Agenda.

- F. Commissioners – Margaret Gray asked the Board to approve the appointment of Mike Bloom, Assistant Director of Planning and Community Development to serve as one of the County's voting representatives on the Centre County Metropolitan Planning Organization (CCMPO) Technical Committee. Mike will fill the position previously held by Sue Hannegan who recently retired. On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to approve the appointment of Mike Bloom to the CCMPO Technical Committee – Dept. 111.

X. CONSENT AGENDA

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to approve Consent Agenda Items A-D.

A. Court Administration

- i. 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.

- ii. 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.
- 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 – Dept. 142.
- C. Risk Management – Contract with Berkley Accident and Health for Volunteer Accident Insurance Policy to cover Court Alternative Sentencing Participants, 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 – Dept. 112.
- D. Human Services
- i. Transportation
 - 1. 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 – Dept. 531.
 - 2. Purchase of four General Motors 23' accessible Transit Buses 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.
 - ii. MH/ID EI & D&A
 - 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.

XI. DISCUSSION ITEMS

Commissioner Higgins announced the Central PA Theatre and Dance Festival on June 22 through 24 in State College. The festival will feature 105 performances. Cynthia Mezzant and Elaine Meder-Wilgus thanked the Central Pennsylvania Convention and Visitors Bureau and the Centre County Commissioners for making this first festival possible. Jill Brighton, director of the Central Pennsylvania Dance Workshop announced that they are celebrating their 50th anniversary. They are thrilled to be part of the festival, presenting Peter and the Wolf at the State Theatre.

XII. RECOGNITION

XIII. C-NET REQUESTS

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to approve CNET Sponsorship of the Blueprint for Success ceremony to be held on Friday, July 27 from 11:30 AM – 2:00 PM.

XIV. REPORTS - ANNOUNCEMENTS

A. There were no items for the Voter Registration Report.

B. Announcements

Centre County Government Offices will be closed on Wednesday, July 4 in observance of Independence Day.

XV. EXECUTIVE SESSION REPORT

XVI. PUBLIC MEETING SCHEDULE

Tuesday, June 19, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, June 21, 2018

Finance Committee Meeting – 9:00 AM – Room 146WB

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

Tuesday, June 26, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, June 28, 2018

Finance Committee Meeting – 9:00 AM – Room 146WB

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

Retirement Board – 11:00 AM – Room 146WB

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XVII. BID / PROPOSAL SCHEDULE

Friday, June 22, 2018

Proposals Due for RFP – Business Fleet Vehicle Maintenance

Proposals Due for RFP – Paratransit Fleet Vehicle Maintenance

Tuesday, June 26, 2018

Proposal Opening for RFP – Business Fleet Vehicle Maintenance

Proposal Opening for RFP – Paratransit Fleet Vehicle Maintenance

Friday, June 29, 2018

Bids Due for IFB – 911 Tower Painting Project

Bids Due for IFB – Equipment Storage Building

Proposals Due for RFP – General Obligation Note, Series of 208

Tuesday, July 3, 2018

Bid Opening for IFB – 911 Tower Painting Project

Bid Opening for IFB – Equipment Storage Building

Proposal Opening for RFP – General Obligation Note, Series of 2018

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 Pipe, the Board voted to adjourn the meeting at 10:23 AM.

ATTEST:

Margaret N. Gray
Administrator