



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, July 16, 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 10:00 AM on July 16, 2019 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 Bob Jacobs; and Executive Office Supervisor, Natalie Bird.

County personnel present included Dale Neff, Leah Raker, Chad Joye, Mike Bloom, Tom Martin, Ray Stolinas, and Ken Pendleton.

Guests present included David Orr, Nathan Shadle, Emily Schnellbaugh, and Niki Tourscher.

Representatives from the news media included Chris Morelli and Gary Sinderson.

CNET staff were present.

### III. MEETING MINUTES

Minutes from the Tuesday, July 9, 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 July 9, 2019.*

### IV. PROCLAMATIONS

- A. Proclamation 18 of 2019 – Emily Schnellbaugh and Niki Tourscher from the Pennsylvania Park and Recreation Society joined the Board to recognize over 8,000 parks and recreation professionals. Each year, July is celebrated as Park and Recreation Month and this year there is a statewide initiative to recognize July 19, 2019 as Pennsylvania Park and Recreation Professionals Day. A celebration will be held at Orchard Park in State College at 1:30 PM on Friday.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 18 of 2019.*

- B. Proclamation 19 of 2019 – Assistant Fire Chief Nathan Shadle said this year recognizes the 80<sup>th</sup> Anniversary of the Beech-Creek Blanchard Volunteer Fire Department. David Orr provided some history of the founding of the fire department. In 1939, it was first organized with the purchase of a fire truck. Dispatched out of Clinton County, the department has more than 30 volunteers and 100 members that serve the citizens of both Clinton and Centre County.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 19 of 2019.*

## V. RESOLUTIONS

At the Tuesday, July 2 meeting of the Board of Commissioners, Director of Planning and Community Development Ray Stolinis gave a presentation on the 2020 United States Census. Commissioner Pipe introduced the following resolutions in support of the 2020 Census and establishing a Complete County Committee.

- A. Resolution 6 of 2019 – Supporting the United States Census Bureau in the collection and dissemination of complete and accurate information as required by the U.S. Constitution – Dept. 151.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add Resolution 6 of 2019 to next week's Consent Agenda.*

- B. Resolution 7 of 2019 – Establishing a Census 2020 Complete Count Committee to provide the County with assistance and advise in obtaining the most accurate and complete population count in the upcoming Census – Dept. 151.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add Resolution 7 of 2019 to next week's Consent Agenda.*

## VI. CONTRACTS

- A. Capital Projects – FirstEnergy Application for electric service under the West Penn Power Company's Net Energy Metering Rider. This agreement allows Centre County to connect the proposed solar array to the First Energy/West Penn Power System - Dept. 971.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to table this item.*

- B. Information Technology Services – Contract with Arctic Wolf Networks, Inc. to provide security services for County devices. RBA Professional Data Systems is a reseller of the software license. Chief Information and Records Officer Chad Joyce explained that the software will monitor the networks and a security team provides an alert if something needs to be reviewed. Administrator Margaret Gray added that the software was piloted through RBA and is a very robust software package. The contract total is \$77,880 for the period of July 11, 2019 through July 10, 2020 – Dept. 142.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Arctic Wolf Networks, Inc. to next week's Consent Agenda.*

C. Planning

1. Memorandum of Understanding (MOU) with the Centre Regional Planning Agency (CRPA) on behalf of the Centre County Metropolitan Planning Organization (CCMPO) to establish the joint rights and responsibilities of each party in completing transportation planning and project development activities on behalf of the CCMPO. Centre County Government's annual contribution to the calendar year 2019 CCMPO budget is \$126,001, The amount invoiced for CCPCDO staff time and other expenses under this MOU for all tasks that are not financed with supplemental planning funds will be used to reduce the amount of Centre County's 2019 contribution. A maximum total of \$93,716 in incurred expenses can be credited toward Centre County's contribution for 2019. Assistant Director of Planning and Community Development Mike Bloom explained that the amendment to the MOU is needed to allow for the pass-through of supplemental planning funds included in the CCMPO's Unified Planning Work Program for Centre County staff to complete a GIS-based inventory of existing conditions on municipal roadways. The municipal road inventory is being completed as part of the development of the CCMPO's new Long Range Transportation Plan 2050. The MOU is for the period of January 1, 2019 through December 31, 2019 – Dept. 151.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the MOU with the CCMPO to next week's Consent Agenda.*

2. 2020 United States Census – Complete County Committee Proposal was not discussed.

D. Probation

Director Tom Backenstoe presented the following agreements:

1. Fiscal Year 2019-2020 Grant-In-Aid application and agreement with the Pennsylvania Board of Probation and Parole. The application total is approximately \$107,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 301.
2. Fiscal Year 2019-2020 State Offender Supervision Fund agreement, which enables the County to receive reimbursement for a portion of offender supervision fees collected by Probation and sent to the Board of Probation and Parole. The agreement total is approximately \$325,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 301.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Grant-In-Aid and Supervision Fund agreements.*

- E. Tax Claim – Director Joyce McKinley reviewed a contract renewal with Palmetto Posting, Inc. for posting of properties in preparation for the 2019 Upset Tax Sale and the 2018 Return and Claim Notices returned by the Post Office. These postings are in accordance to meet requirements of the Real Estate Tax Sale Law. The contract total is \$19,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 123.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with Palmetto Posting, Inc. to next week's Consent Agenda.*

F. Human Services

1. Aging – Director Ken Pendleton reviewed the lease renewal with the Centre Hall Fire Company for the Centre Hall Senior Resource Center. The contract total is \$10,800, which is State funded for the period of July 1, 2019 through June 30, 2022 – Dept. 521.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the lease renewal with Centre Hall Fire Company to next week's Consent Agenda.*

2. Children and Youth Services

Assistant Director Leah Raker presented the following items:

- a) Child Accounting and Profile System Application Service (CAPS) provider agreement renewal with Avanco International, Inc.. The contract total is \$33,009.39, which is funded as follows: Federal \$3,532.01, State \$17,686.43, and County \$11,790.95 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
- b) Contract renewal with Sign Language Specialists of Western PA to provide sign language interpreter services. The contract total is \$1,000, which is funded as follows: State \$800 and County \$200 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
- c) Contract renewal with the Centre County Public Defender's Office to provide guardian ad litem services. The contract total is \$184,508, which is funded as follows: State \$92,254 and County \$92,254 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
- d) Contract renewal with James P. Johnson, Esquire to provide legal services. The contract total is \$15,000, which is funded as follows: State \$12,000 and County \$3,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, JULY 16, 2019

PAGE 5

- e) Contract renewal with Bobbie Rabuck, Esquire to provide legal services. The contract total is \$1,000, which is funded as follows \$800 and County \$200 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
- f) Contract renewal with Stephanie Cooper, Esquire to provide legal services. The contract total is \$4,000, which is funded as follows: State \$3,200 and County \$800 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
- g) Contract renewal with H. Denning Mason, Esquire to provide legal services. The contract total is \$5,000, which is funded as follows: State \$4,000 and County \$1,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
- h) Contract renewal with Kimberly Hamilton, Esquire to provide legal services. The contract total is \$25,000, which is funded as follows: State \$20,000 and County \$5,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
- i) Contract renewal with Claire Kimmel, Esquire to provide legal services. The contract total is \$5,000, which is funded as follows: State \$4,000 and County \$1,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
- j) Contract addendum with Avanco International, Inc. to provide consulting services in addition to the services provided pursuant to the Child Accounting and Profile System Application Service (CAPS) agreement. The contract total is \$10,000, which is funded as follows: State \$5,358 and County \$3,572 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add Children and Youth Services items 1-10 to next week's Consent Agenda.*

VII. LETTER OF SUPPORT

VIII. CONSENT AGENDA

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve this week's Consent Agenda.*

- A. Facilities - Amendment No. 2 to the contract with Wizzards Janitorial Systems, Inc. to discontinue cleaning services at Centre Hall MDJ 49-3-04. This amendment reduces the annual contract by \$3,797.43 – Dept. 271

B. Coroner

1. Collaboration with the Pennsylvania Department of Health Prescription Drug Monitoring Program to provide coroner reports and toxicology reports for overdose deaths, violent deaths, and maternal deaths in Centre County. Participation in this program will provide \$10,000 in revenue – Dept. 212.
2. Data sharing agreement with the Pennsylvania Department of Health to ensure integrity, security, and confidentiality of data. The Department of Health will use data received from the Coroner's Office to add to the National Violent Death Reporting System. The term of this agreement is October 1, 2017 through August 31, 2019 – Dept. 212.

C. Human Resources – Contract renewal with Power DMS, Inc. to provide software for the management of policies and online training. The contract total is \$12,054 for the period of September 4, 2019 through September 3, 2020 – Dept. 114.

D. Human Services

1. Aging

- a) Contract with Carol Froehlich to provide cleaning services at the Bellefonte Senior Resource Center up to two times per week for an estimated three hours per week. The contract total is \$6,044 for the period of July 1, 2019 through June 30, 2022 – Dept. 521.
- b) Contract with Patricia Ketcho to provide cleaning services at the Philipsburg Senior Resource Center up to five times per week for an estimated 12.24 hours per week. The contract total is \$21,880 for the period of July 1, 2019 through June 30, 2022 – Dept. 521

2. MH/ID/EI – D&A

- a) Contract renewal with Twin Lakes Center to provide drug and alcohol services that include non-hospital detoxification and non-hospital inpatient rehabilitation. The contract total is estimated at \$5,000, which is State funded for the period of July 1, 2019 through June 30, 2020 – Dept. 562.
- b) Contract renewal with Roxbury Treatment Center to provide drug and alcohol services that include non-hospital detoxification, non-hospital inpatient rehabilitation, and non-hospital inpatient rehabilitation co-occurring. The contract total is estimated at \$5,000, which is State funded for the period of July 1, 2019 through June 30, 2020 – Dept. 562.

- c) Contract renewal with Crossroads Counseling, Inc. to provide drug and alcohol services which include outpatient therapy (individual, group, intensive), client support services, community based services, certified recovery services, recovery house, mobile therapy/case management, MAT, Vivitrol injections, and partial hospitalization. The contract total is \$187,788, which is funded as follows: Federal \$105,020, State \$81,221, and County \$1,547 for the period of July 1, 2019 through June 30, 2020 – Dept. 562.
- d) Contract renewal with Brockerhoff House Corporation to provide representative payee services for intellectual disability and mental health consumers. The contract total is \$21,480, which is funded as follows: State \$20,490, and County \$990 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
- e) Contract renewal with Cen-Clear Child Services, Inc. to provide mental health services that include outpatient psychiatric evaluation/medication clinic, tele-psychiatry, peer support, family based mental health services. The contract total is \$17,000, which is funded as follows: State \$16,216 and County \$784 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
- f) Contract with Tuscarora Intermediate Unit (TIU) 11 to allow the TIU, through the Department of Education – Office of Child Development and Early Learning, to disburse grant funds to approved grantees for training and technical assistance to early intervention programs. The State funds have been awarded to programs that focus on a program priority area addressing social relationships, language, and early literacy or early childhood outcomes. The contract total is \$15,000, which is State funded for the period of July 1, 2019 through June 30, 2020 –Dept. 561.

IX. ADMINISTRATOR'S REPORT

Margaret Gray reported that a pre-proposal meeting for the RFP – Design/Replacement of the Holt Memorial Library HVAC System will be held on Thursday, July 18 at 11 AM at the Holt Memorial Library in Philipsburg.

X. LIQUID FUELS

Director of Financial Management Tom Martin asked the Board to approve payment in the amount of \$20,000 to Huston Township for the purchase of a Ford F250 truck – Dept. 411.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve liquid fuels payment to Huston Township.*

XI. FEE FOR LOCAL USE

XII. CHECK RUN

Commissioner Higgins reported the check of the week was to Interfaith Human Services in the amount of \$2,750. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run in the amount of \$1,440,483.24 dated July 12, 2019.

XIII. DISCUSSION ITEMS

XIV. RECOGNITION

XV. C-NET REQUESTS

XVI. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 107,613 registered voters in Centre County. The precinct of the week is #40 Burnside Township with 254 registered voters. In the Primary Election, they had 77 ballots cast for a voter turnout of 30.32%.

B. Announcements

Commissioner Pipe announced that the Board of Commissioners' Meeting scheduled for Tuesday, August 6 has been cancelled.

XVII. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XVIII. PUBLIC MEETING SCHEDULE

Tuesday, July 16, 2019

BOC Meeting- 10:00 AM - Room 146WB

Records Improvement Committee - 2:00 PM - Room 144WB

Thursday, July 18, 2019

BOC/Salary Board - 10:00 AM - Room 146WB

Retirement Board - 11:00 AM - Room 146WB

Tuesday, July 23, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, July 25, 2019

BOC/Salary Board - 10:00 AM - Room 146WB

Retirement Board - 11:00 AM - Room 146WB

Tuesday, July 30, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, August 1, 2019

BOC/Salary Board - 10:00 AM - Room 146WB

Retirement Board - 11:00 AM - Room 146WB



BOARD OF COMMISSIONERS' MINUTES

TUESDAY, JULY 16, 2019

PAGE 9

XIX. BID / PROPOSAL SCHEDULE

July 2019

RFP – Office Space/Locations – MDJ Offices – Contract Award

Friday, July 26, 2019

RFP – Card Access Controls System Upgrade Project – Responses Due

Tuesday, July 30, 2019

RFP – Card Access Controls System Upgrade Project – Proposal Opening

Tuesday, August 20, 2019

RFP – Card Access Controls System Upgrade Project – Contract Award

XX. ELECTION ANNOUNCEMENTS

Thursday, August 1, 2019

Last day to circulate and file nomination papers.

Thursday, August 8, 2019

Last day for withdrawal by candidates nominated by nomination papers.

Monday, August 12, 2019

Last day for withdrawal by candidates nominated at the Primary.

XXI. QUESTIONS FROM THE PRESS

XXII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:44 AM.

ATTEST:

---

Margaret N. Gray  
Administrator