



BOARD OF COMMISSIONERS' MINUTES

Tuesday, October 15, 2019, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

- A. The public meeting of the Centre County Board of Commissioners was called to order at 10:00 AM by Chair of the Board Michael Pipe.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

- A. In attendance were Commissioner Chairman Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Deputy Administrator Bob Jacobs, and Executive Office Supervisor Natalie Smith.

County personnel present included Jeff Wharran, Chad Joyce, Dave Lomison, Chuck Witmer, Nathan Smitchko, Tom Martin, Lee Sheaffer, Krista Davis, Mike Bloom, Matt Milliron, and Ray Stolas.

Guests present Anthony Grace, Mary Beth Allegar, Maureen Casey, Ed Hornin, Lou Brungard, Perry Schmoke, Matt Schmoke, Mark Ott, Corry Bowmaster, Collin Alterio, and Kurtis Brungard.

Representatives from the news media included Chris Morelli, Marley Parish, Evan Hinkley, and Gary Sinderson.

CNET staff were present.

IV. MEETING MINUTES

Minutes from the Tuesday, October 1, 2019 and Tuesday, October 8, 2019 Board of Commissioners' meetings.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the meeting minutes from Tuesday, October 1 and Tuesday, October 8, 2019.

V. PROCLAMATION

- A. Proclamation No. 31 of 2019 – Commissioner Pipe introduced Director of Emergency Management Jeff Wharran. Jeff welcomed members of the Centre County Swift Water Rescue Task Force Lou Brungard, Perry Schmoke, Matt Schmoke, Mark Ott, Corry Bowmaster, Collin Alterio, and Kurtis Brungard. These men represent four emergency services departments and 50 individuals in Centre County who are trained and recognized by the South Central Mountain Regional Task Force, PEMA, Pennsylvania Helicopter Aquatic Rescue Team, and others to perform emergency water rescues. The Howard, Milesburg (Citizens), Pine Glen, and Pleasant Gap Fire Departments joined forces following the flood of October 2016 to develop

the Swift Water Rescue Task Force which has achieved the designation of a 2 A Swift Water Rescue Team.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 31 of 2019 recognizing the Centre County Swift Water Rescue Task Force.

- B. Proclamation No. 32 of 2019 – Commissioner Pipe introduced Chief Information Records Officer Chad Joyce who was joined by Nate Smitchko of RBA Professional Data Systems. In 2004, the Department of Homeland Security launched a campaign for National Cyber Security Awareness Month. This is a time to focus on the importance of cybersecurity and take proactive steps to enhance security in your home and workplace. The theme of the campaign for 2019 is Own It, Secure It, and Protect It. The County has performed two phishing exercises this year which are designed to track and identify weakness. Commissioner Dershem asked what steps can be taken at home to improve security. Chad said to enable a pass code on all devices, review privacy settings to see which apps are permitted to track the user, and be sure to keep the device software up to date.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 32 of 2019 proclaiming October 2019 as Cybersecurity Awareness Month.

VI. RECOGNITION

Commissioner Pipe welcomed Mary Beth Allegar from Penn State Cooperative Extension and Ed Horning who retired in 2012 after 38 years of service. He started his career in December 1974 and served as the County Extension Director for 10 years. His work focused on volunteer and youth development, community partnerships, and 4-H camp. In 2004, Ed worked with the Centre County Sight Loss Group for 4-H members to raise seeing eye puppies. His family has raised five service dogs and the program continues with Centre County 4-H raising over 90 seeing eye puppies. Ed played a major role in the Centre County Communities that Care Initiative, which has secured both State and Federal grants, was a member of PAE4-HA, and is an active Kiwanis member. On October 11, Ed was one of sixteen individuals to be inducted into the National 4-H Hall of Fame.

VII. INVITATION FOR BIDS

Capital Projects – Deputy Administrator Bob Jacobs provided an overview of the Centre County Courthouse Renovations and Addition project, which will include new restroom facilities, office space, meeting areas, and upgrades to the fire sprinkler and alarm system. Project manager Anthony Grace of Weber Murphy Fox added that the intent of this project is to maintain and increase the integrity and overall beauty of the Courthouse. Controller Chuck Witmer opened the following bids for the IFB – Centre County Courthouse Renovations and Addition (General Trades, Plumbing and Fire Protection, Electrical). It was reported during the meeting that all copies were received with the bids, however after further review it was determined that Stelco and Mid-State Construction, Inc. only submitted five of the six required copies - Dept. 971.

Bidder	TOTAL Base Bid		Bid Bond	Original (1)	Copies (6)	Electronic (2)
Electrical						
Top Ridge, Inc.	\$248,000		Y	1	6	2
Stelco, Inc.	\$192,705		Y	1	5	2
General Trades						
		QTY (included in base price)				
Mid-State Construction, Inc.	\$ 660,000	\$ 6,000				
				\$120 per CY		
J.C. Orr and Son, Inc.	\$ 644,698	\$ 6,000				
				\$250 per CY		
Plumbing and Fire Inspection						
Alternate						
Joseph C. Hazel, Inc.	\$ 388,238	\$ 19,400	Y	1	6	2

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to table the IFB – Centre County Courthouse Renovations and Addition until October 22 for review.

VIII. CONTRACTS

- A. Capital Projects – Deputy Administrator Bob Jacobs presented a contract with Eby Paving and Construction Inc. for the paving of the High and Penn Streets gravel parking lots. The contract total is \$61,020 with an estimated completion date of November 22, 2019 – Dept. 971.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract with Eby Paving and Construction Inc.

- B. Human Services

i. Transportation

1. Dave Lomison, Director of Transportation and Jeff Wharran, Director of EMA asked the Board to consider purchase of a 2020 Ford F-350 4x4 Crew Cab truck from Tri-Star Ford of Tyrone, Inc. through the COSTARS program. The truck will be replacing the EMA Hazmat response vehicle that was purchased in 2005 and is being removed from service with 217,402 miles. The vehicle will be purchased utilizing PEMA grant funds with a total cost of \$45,730 – Dept. 531.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the purchase from Tri-Star Ford of Tyrone, Inc. to next week's Consent Agenda.

2. Dave Lomison reviewed the lease agreement with Jeff and Trudy Reese for the garage space located at 488 Old Curtin Road, Milesburg. The term of the lease is for ten months, commencing on

November 1, 2019 through August 31, 2020 with monthly rental payments in the amount of \$2,000. At the expiration of the lease, Dave intends to renew and combine the garage and office lease into one agreement – Dept. 531.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the lease agreement with Jeff and Trudy Reese to next week's Consent Agenda.

- C. Risk Management – Krista Davis asked the Board to consider purchase of a Heartsine AED and cabinet for the Train Station Office of the Bellefonte Intervalley Area Chamber of Commerce. The total cost of the purchase is \$1,345 and the Centre County Convention and Visitors Bureau will provide reimbursement for half the total cost. Commissioner Dershem added that if the County would consider requests from other organizations in the future, this should be provided for in the upcoming budget - Dept. 112.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the AED purchase for the Train Station Office to next week's Consent Agenda.

IX. LETTER OF SUPPORT

X. POLICY

Chief Information and Records Officer Chad Joyce reviewed the Mobile Device Usage Policy. This policy defines the standards, procedures, and restrictions for users who have business requirements to access County data from a mobile device – Dept. 111.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Mobile Device Usage Policy to next week's Consent Agenda.

XI. CONSENT AGENDA

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

Probation - Contract amendment with B.I. Incorporated for a reduction of fees for SL2 unit services beginning November 1, 2019 – Dept. 301.

XII. ADMINISTRATOR'S REPORT

XIII. LIQUID FUELS

- A. Mike Bloom asked the Board to consider reallocating \$15,000 from the 2016 Centre County Liquid Fuels Program awarded to Bellefonte Borough for their 2019 project consisting of drainage improvements on Water and Thomas Streets as well as the resurfacing of Airport Road, Bishop, Thomas and Water Streets - Dept. 411.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the reallocation of

\$15,000 from the 2016 Centre County Liquid Fuels Program to the 2019 Bellefonte Borough project.

- B. Approve payment in the amount of \$14,000 to Bellefonte Borough for completion of project #19-14401-001 for installation of warning lights on SR 3006- Dept. 411.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Liquid Fuels payment to Bellefonte Borough.

XIV. PRESENTATION

Deputy Administrator Bob Jacobs and Director of Facility's Management Lee Sheaffer provided a presentation on the County's Energy Savings program. Under Act 29 of 2019, Centre County issued a Request for Proposals and entered into a partnership with McClure Company to perform energy savings improvements to County facilities. The Act allows the County to leverage utility savings to fund building improvements for energy savings. The total project cost is just over \$4.7 million and will save the County \$1.695 million over 20 years.

The Sheriff's Office received window replacements, interior repairs, heating and temperature control upgrades. A new fluid cooler was installed at the Prison as well as replacement of the domestic water heater system and kitchen rooftop unit. In the Willowbank Building, the boilers and controls were upgraded along with the MUA unit and fluid cooler. The Courthouse is currently undergoing HVAC and control upgrades. The largest cost savings measure is an upgrade to LED lighting, which is near completion. Countywide building envelope upgrades are complete, including weather stripping, door sweeps, sealed penetrations, and wall cracks to prevent air infiltration from leaks, gaps in thermal bridging and moisture.

The Commissioners thanked all the staff in Facilities Management for their assistance during each phase of the project.

XV. DISCUSSION ITEMS

Senior Planner Matt Milliron presented a list of fundable activities for the Board to consider for the Community Development Block Grant FFY 2019 Entitlement application. Eligible activities must meet one of three National objectives: benefit low and moderate-income residents, preventing or eliminating slum and blight, or be a critical or urgent need to a community.

The total County contract for 2019 is \$448,971 with an Act 179 allocation to Bellefonte Borough in the amount of \$112,283 and an 18% administrative set aside of \$60,600, leaving a remaining balance of \$276,088 available for County project funds.

Matt reviewed six fundable activities, however four are not census eligible and would require a survey for further consideration. Remaining were projects for the Haines Woodward Municipal Authority (HMWA) and Rush Township. HMWA is requesting funds to develop a second water supply source as their current source cannot keep up with the seasonal demand of the Woodward sports camp. Matt has scheduled further discussions with the Department of Community and Economic Development (DCED) regarding this project. The other eligible request is from Rush Township for

demolition of blighted properties. The Board expressed concern that this project may not benefit the community, only individual homeowners in neighboring properties.

For the entitlement application, Matt recommended the Board consider awarding \$251,088 to HMWA and \$25,000 to Rush Township. Following a joint Public Hearing with Bellefonte Borough on Thursday, October 24, the Commissioners would be asked to consider and adopt a resolution approving submission of an application with the projects discussed. The deadline for submission of the application is Friday, November 22. It was the consensus of the Board for the Planning Office to move forward with the proposed projects for HMWA and Rush Township.

XVI. CHECK RUN

Commissioner Higgins reported the check of the Week was to McClure Company in the amount of \$251,960.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run in the amount of \$769,420 dated October 11, 2019.

XVII. C-NET REQUESTS

XVIII. RECOGNITION

XIX. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 109,004 registered voters in Centre County.

B. Announcements

Commissioner Pipe announced that information related to the 2020 Budget is available on the County website. The public is invited to visit www.centrecountypa.gov/2020Budget for a spreadsheet with an overview of requests, upcoming public meetings, and the 2020 Requested County Budget.

XX. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XXI. PUBLIC MEETING SCHEDULE

Tuesday, October 15, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, October 17, 2019

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

Retirement Board - 11:00 AM - Room 146WB

Tuesday, October 22, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, October 24, 2019

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

Retirement Board – 11:00 AM – Room 146WB

Tuesday, October 29, 2019

BOC Meeting– 10:00 AM – Room 146WB

Thursday, October 31, 2019

Finance Committee – 9:00 AM – Room 146WB

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

Retirement Board – 11:00 AM – Room 146WB

Tuesday, November 5, 2019

BOC Meeting– 10:00 AM – Room 146WB

Thursday, November 7, 2019

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

XXII. BID / PROPOSAL SCHEDULE

Tuesday, October 15, 2019

Opening of Bids – IFB Courthouse Renovations and Addition

Monday, October 21, 2019

Mandatory Pre-Proposal Meeting – RFP CCCF Comprehensive Healthcare Services

Tuesday, October 22, 2019

Contract Award – IFB Courthouse Renovations and Addition

Friday, November 15, 2019

Deadline for Submission of Proposals – RFP CCCF Comprehensive Healthcare Services

Tuesday, November 19, 2019

Opening of Proposals – RFP CCCF Comprehensive Healthcare Services

Tuesday, December 10, 2019

Contract Award – RFP CCCF Comprehensive Healthcare Services

XXIII. ELECTION ANNOUNCEMENTS

Tuesday, October 29, 2019

Last day to apply for a civilian absentee ballot.

Friday, November 1, 2019

Last day for County Board of Elections to receive voted civilian absentee ballots.

Tuesday, November 5, 2019

MUNICIPAL ELECTION

Wednesday, November 6, 2019

First day to register after November Election.

Tuesday, November 12, 2019

Last day for County Board of Elections to receive voted military and overseas absentee ballots (submitted for delivery no later than 11:59 PM on November 4).

XXIV. QUESTIONS FROM THE PRESS

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XXV. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 12:05 PM.

ATTEST:

Margaret N. Gray
Administrator