



## BOARD OF COMMISSIONERS' MINUTES

Thursday, October 31, 2019, 10:00 A.M.

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

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### I. CALL TO ORDER

Commissioner Michael Pipe called the public meeting of the Centre County Board of Commissioners to order at 10:05 AM on October 31, 2019.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Administrator Margaret Gray, Deputy Administrator Bob Jacobs, Controller Chuck Witmer, Director of Financial Management Tom Martin, Executive Office Supervisor Natalie Smith, Director of Human Resources Kristen Simkins, and Human Resources Analyst Geri Sorgen.

County personnel present included Linda Marshall, Julia Sprinkle, Ray Stolinas, Mike Bloom, Anne Messner, Nate Smitchko, Chad Joyce, Mark Smith, and Keri Miller.

### II. PUBLIC COMMENT

### III. MEETING MINUTES

Minutes from the Thursday, October 17, 2019 Board of Commissioners' meeting.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the meeting minutes from Thursday, October 17, 2019.*

### IV. ACTION ON PERSONNEL ITEMS

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the Personnel Items A-C.*

#### A. Children and Youth Services

i. Consider approval of the promotion/change in title for Ryan Clancy from full-time Caseworker 1, C&YS, (p.c. #32, non-exempt), at SG-N11B(02)-\$15.90/hour to full-time Caseworker 2, C&YS, (p.c. #32, non-exempt), at SG-N13A(01)-\$17.15/hour, effective retro to October 27, 2019, pay period 23. Salary budget increase for 2019 \$3,811, annualized salary increase for 2020 \$2,437.50 - Dept. 511.

ii. Consider approval of the appointment for Austin W. Garlitz, full-time caseworker 1, C&YS, (p.c.#23, non-exempt, replacing N. Williams) at SG-N11A (01)-\$15.59/hour, effective November 12, 2019, pay period 24. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2019 \$541, annualized salary savings for 2020 \$7,274 - Dept. 511.

B. Correctional Facility - Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #49, non-exempt, replacing D. Ormsby), at

SG-N10, effective October 31, 2019, pay period 23 – Dept. 333.

- C. Emergency Communications 911 - Consider approval of the appointment for Alexandra N. Prosek, full-time Public Safety Telecommunicator, Emergency Communications 911, (p.c. #16, non-exempt, replacing K. Seeger), at SG-N09E(05)--\$15.35/hour, effective November 18, 2019, pay period 24. Salary budget savings for 2019 \$14,378, annualized salary savings for 2020 \$1,934 - Dept. 354.

V. REPORT ON JUDICIAL PERSONNEL ITEMS

- A. President Judge Pamela Ruest has approved the personnel requisition for full-time Intake Officer, Domestic Relations, (p.c. #08, non-exempt, replacing G. Long), at SG-N09, effective retro to October 23, 2019, pay period 22 – Dept. 281.
- B. President Judge Pamela Ruest has approved the personnel requisition for full-time Department Clerk 3 (75) - DRS, Domestic Relations, (p.c. #16, non-exempt, replacing A. Leach), at SG-N08, effective retro to October 23, 2019, pay period 22 – Dept. 281.
- C. President Judge Pamela Ruest has approved the personnel requisition for full-time Bookkeeper/Clerk (75), Probation, (p.c. #13, non-exempt, replacing R. Crater), at SG-N07, effective retro to October 15, 2019, pay period 22 – Dept. 301.

VI. REPORT ON ROW OFFICE PERSONNEL ITEMS

VII. ACTION ON NON PERSONNEL ITEMS

- A. Housing – Linda Marshall presented the mortgage satisfaction piece for Gerald A. Bradley and Paula K. Bradley for the premises located at 1490 Runville Road, Bellefonte – Dept. 815.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the mortgage satisfaction piece for Gerald A. Bradley and Paula K. Bradley.*

- B. ITS – Chief Information Records Officer Chad Joyce asked the Board to consider purchase of 100 desktop computers and 85 laptops from Dell/CDW-G for the Windows 10 upgrade. This will include 8 rugged laptops for the Sheriff's vehicles. Nate said that RBA has identified devices that are over five years old, which will be replaced and others will be upgraded. The total cost is not to exceed \$175,000 and will be paid for through the IT fund – Dept. 142.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the ITS purchase.*

VIII. CONSENT AGENDA

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve allocation of \$100,000 in Fee for Local Use Funding, contingent on receipt of grant funding, to Gregg Township and item B. the corresponding letter of support to PennDOT.*

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the*

*Board voted unanimously to approve allocation of \$50,000 in Liquid Fuels Funding, contingent on receipt of grant funding, to Ferguson Township and item C. the corresponding letter of support to PennDOT.*

- A. Allocation of \$150,000 of Fee for Local Use funding to be used as matching funds toward two PennDOT Multimodal Transportation Fund grant applications.
  - i. Commissioner Pipe and Commissioner Higgins briefly discussed the request from Gregg Township for Fee for Local Use Funding in the amount of \$100,000. Keri Miller, Chair of the Gregg Township Board of Supervisors thanked the Board for their support – Dept. 412.
  - ii. Commissioner Pipe and Commissioner Higgins discussed the request from Ferguson Township for Fee for Local Use Funding in the amount of \$50,000. Mike Bloom said as a safety improvement portions of this project are eligible for funding. However, they are not eligible as leverage for Road MaP Funding. He added that the project came in as a Liquid Fuels funding request, but the Township is applying for the Multimodal Transportation Fund Grant which closes next week so he moved the project forward for earlier consideration. Commissioner Pipe expressed concern that the project could not be used as leverage for Road MaP funding. He suggested an early allocation of liquid fuels funds and to save the Fee for Local Use funding for another eligible project – Dept. 412.
- B. Letter of Support to the Pennsylvania Department of Transportation (PennDOT) on behalf of Gregg Township's Multimodal Transportation Fund grant application to address and remedy safety concerns on Middle Road (T-423) and Bitner Hollow Road (T-453) – Dept. 111.
- C. Letter of Support to the Pennsylvania Department of Transportation on behalf of Ferguson Township's Multimodal Transportation Fund grant application to construct pedestrian and bicycle amenities and safety improvements along sections of SR26 and S45 – Dept. 111.

IX. DISCUSSION ITEMS

X. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to adjourn the meeting at 10:26 AM.

ATTEST

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Margaret N. Gray  
Administrator