



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, November 12, 2019, 10:00 A.M.

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

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### I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was called to order at 10:02 AM by Chair of the Board Michael Pipe.

### II. PLEDGE OF ALLEGIANCE

### III. PUBLIC COMMENT

In attendance were Commissioner Chairman Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Deputy Administrator Bob Jacobs, and Staff Assistant Rhonda Kelly.

County personnel present included Ray Stolinas, Matt Milliron, Jeff Wharran, Julia Sprinkle, Ken Pendleton, Sue Hannegan and Linda Marshall

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

CNET staff were present.

Commissioner Mike Pipe thanked the citizens of Centre County for their continued support and noted this was a momentous and historical election for Centre County, stating that for the first time in 20 years, Rich Fornicola's and Deb Immel's names did not appear on the ballot. Similarly 16 years for Chuck Witmer. He extended congratulations to the re-elected officials, the newly elected county-wide officials and to all the successful municipal, school board and magisterial district justice candidates. To the candidates who were not victorious, Commissioner Pipe conveyed to please know their community recognizes and appreciates the sacrifice of time, energy and resources during the past year and the impact on their families and offered encouragement for success in their future endeavors.

### IV. MEETING MINUTES

Minutes from the Tuesday, November 5, 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 Tuesday, November 5, 2019.*

### V. PRESENTATION

Commissioner Pipe welcomed Planning Director Ray Stolinas to give a presentation on Commercial Property-Assessed Clean Energy (C-PACE), a County-led versus municipal-led program that is established by adoption of a resolution by the local government. The C-PACE program affords building owners to obtain low-cost, long-term financing for energy efficiency, water conservation and renewable energy

projects. The program guidelines were developed by the Sustainable Energy Fund (SEF) and the Keystone Energy Efficiency Alliance (KEEA). C-PACE uses the term '*assessment*' to include the total C-PACE financed amount for projects; the term is not related to the establishment of real property value.

Mr. Stolinas reviewed the county's responsibilities, one of which is to notify the municipalities, by way of a letter, of their possible inclusion prior to the Commissioners adopting a resolution. The main responsibility of the County is to collect assessments (payment) through the existing property tax collection process and remit payment to a mandated program administrator who then remits payment to various C-PACE capital providers. The program is voluntary for property owners and can be utilized for existing and new construction on commercial, agricultural, industrial and non-profit properties.

Residential properties and multi-family buildings are not eligible in Pennsylvania at this time due. Pennsylvania chose to omit these two uses from their legislation at this time due to legal challenges in some other states. C-PACE liens on a building stay with the taxed building and are transferred with a building when sold. The minimum C-PACE financing amount is \$10,000.00.

A summary of the property owner's responsibilities were presented. Mr. Stolinas pointed out there are required surveys that most likely will require property owners to seek help from an engineer or architect to complete. The surveys evaluate/assess energy, water use savings/reductions and the existing condition of a building; this establishes a baseline level of energy and water usage.

Mr. Stolinas provided a summarized list of conservation measures and reviewed the roles of the program administrator, which are defined by legislation. He conveyed that Sustainable Energy Fund (SEF) has offered to act as the project administrator for any local unit of government in the Commonwealth.

Mr. Stolinas offered some suggestions on how to gauge public support for the establishment a C-PACE program in Centre County.

To help market the C-PACE program, Mr. Stolinas will look into what the general savings is with the C-PACE program compared to conventional financing. He stated that the County does not incur any cost with this program.

After a review of the draft letter to municipalities that informs them of their possible inclusion in the C-PACE program, the Commissioners will give consideration this topic again at another public meeting.

## VI. RESOLUTION

Resolution No. 17 of 2019 – County Administrator Margaret Gray explained that because the County receives federal funding across many of its departments, services and programs, a resolution is adopted annually for compliance with Section 504 of the Rehabilitation Act of 1973 that protects individuals from discrimination based on their disability. The resolution serves as the County's agreement to comply with the regulations. The resolution also identifies the County's Risk Manager as the Section 504 Officer. The resolution is a renewal from last year but differs this year in

that previously the Section 504 Officer was named yearly and now will serve for five years for the period of October 1, 2019 through September 30, 2024. – Dept. 112.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add Resolution No. 17 of 2019 to next week's Consent Agenda.*

## VII. CONTRACTS

- A. Planning – Matt Milliron is seeking the Commissioners' approval of an agreement with the Department of Environmental Protection (DEP) for the 2020 Mosquito Disease Control Program. This is the 21<sup>st</sup> year for this program and is 100% state-funded. The total award is near \$99,896 for the period of January 1, 2020 through December 31, 2020. This year the program will continue to include a tick study that began last year. Mr. Milliron will obtain a tick number count for the Commissioners. – Dept. 151.

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

- B. Emergency Management – Jeff Wharran is seeking the Commissioners' approval of an agreement with the Pennsylvania Emergency Management System (PEMA) for the 2019-2020 Hazardous Material Response Fund Grant. Total award is \$15,188.66 for the period of July 1, 2019 through June 30, 2020 – Dept. 352.

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

- C. Human Services – Julia Sprinkle presented the following for approval/consideration by the Board of Commissioners:

### i. Children and Youth Services

1. Quarterly Report for the period of July 1, 2019 through September 30, 2019 – Dept. 511.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the quarterly report for the period July 1, 2019 through September 30, 2019. –Dept. 151*

2. Contract renewal with Children's Center for Treatment and Education to provide residential services for dependent/delinquent youth. 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.
3. Contract renewal with Diversified Treatment Alternative Services LLC to provide foster/residential services for dependent/delinquent youth. The contract total is \$55,000, which is funded as follows: State \$44,000 and County 11,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.

4. Contract renewal with Bethany Christian Services of Central PA to provide foster care services for dependent/delinquent youth. Contract total is \$46,500 and is funded as follows: State \$37,200 and County \$9,300 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
5. Contract renewal with Centre County Youth Service Bureau to provide residential services for dependent/delinquent youth. The contract total is \$1,475,000, which is funded as follows: State \$1,180,000 and County \$295,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
6. Contract renewal with Our Children's Center Montessori to provide child care services. The contract total is \$4,650, which is funded as follows: State \$3,720 and County \$930 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.
7. Contract with Huntingdon County Children's Services and Juvenile Probation to utilize Centre County foster care services for dependent/delinquent youth. This contract is 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 the Human Services, Children and Youth Services items 2 thru 7 to next week's Consent Agenda. –Dept. 151*

- D. Capital Projects – Bob Jacobs reviewed that the Commissioners approved bid awards in October for the Courthouse Renovations Project which had three (3) separate bid sections: general contractor, plumbing and electrical. As such, the following contracts are being presented for consideration by the Commissioner to approve:

- i. Contract with J.C. Orr & Son, Inc. to perform the services of general contractor as outlined in the IFB – Courthouse Renovations and Additions. The contract total is \$644,698 including a \$6,000 fee for tap and a unit price of \$250 per cubic yard for rock excavation with project completion by April 2020 – Dept. 971.

Contract with Joseph C. Hazel, Inc. to perform the services for plumbing and fire protection as outlined in the IFB – Courthouse Renovations and Additions. The contract bid total was originally \$407,638 that included \$19,400 for an alternate nitrogen generator. Mr. Jacobs explained that to meet code compliance an additional fire protection stand pipe is required at a cost of \$14,996. The revised/new contract total is \$422,634. The project completion timeframe is anticipated to be April 2020.

Dialogue ensued that resulted in having a meeting scheduled with Weber, Murphy, Fox to discuss the scope of oversight by a project manager – Dept. 971.

- ii. Contract with Stelco, Inc. to perform the services of electrical contractor as outlined in the IFB – Courthouse Renovations and Additions. The contract total is \$192,705 with project completion by April 2020 – Dept. 971.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contracts with J.C. Orr & Son, Inc., Joseph C. Hazel, Inc. and Stelco, Inc. to next week's Consent Agenda.*

#### VIII. LETTER OF SUPPORT

Ken Pendleton asked the Board of Commissioners to consider being a signatory for a Letter of Support to the Pennsylvania Department of Aging for a grant application in the amount of \$41,941 for the Centre Region Active Adult Center. The grant funds would be used to construct a physical partition in an area currently open to reduce the audio/visual distractions which occur due to the simultaneous program activities. Mr. Pendleton noted there is no involvement of County funds or local matches. – Dept. 521.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve a Letter of Support for Centre Region Senior Center's grant application.*

#### IX. POLICIES

Sue Hannegan explained that because Centre County receives more than \$250,000 in federal grant funds, the County has various obligations to fulfill. In Centre County, one of the obligations is passed down to 13 departments to ensure compliance of the regulations. She reviewed the following three new policies and one new policy-required plan for consideration of adoption by the Board of Commissioners:

- A. Section 3 Policy is designed to improve economic improvement and self-sufficiency for low to moderate income persons. – Dept. 111.
  - i. Section 3 Eligibility Form – Dept. 111.
- B. Language Access Plan and Waiver of Interpreter Services relates to non- court related offices for needs by persons with limited English proficiency. – Dept. 111.
- C. Excessive Force policy which prohibits the use of excessive use by local law enforcement agencies against individuals engaging in lawful and non-violent civil rights demonstrations. The policy also prohibits the barring of entrances to or the exits from facilities or locations which subject is lawful and non-violent civil rights demonstrations. – Dept. 111.
- D. Policy Development and Revision Procedures Policy establishes a format that provides guidance for future use in developing policies. – Dept. 111.

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

X. CONSENT AGENDA

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

A. Resolution 16 of 2019

A resolution approving submission of the Community Development Block Grant (CDBG) Application to the Pennsylvania Department of Community and Economic – Dept. 817.

B. Court Administration

i. Proposal from Vigilant Security

1. Replacement and expansion of the panic alert system by Vigilant Security Inc. in the amount of \$2,167.90 for the Bellefonte Magisterial District Court – Dept. 253.
2. Central Station Monitoring service provided via Bosch Connetix Cellular Communicator at a rate of \$40 per month for the period of September 24, 2019 through September 24, 2020 – Dept. 253.

C. Facilities Management

Amendment No. 3 to the contract with Wizzards Janitorial Services to discontinue cleaning services at Magisterial District Office 49-3-02 in Bellefonte. This amendment reduces the contract by \$280.80 per month – Dept. 161.

D. Human Services

MH/ID/EI – Letter of Agreement with CARES of Central PA, Inc. to provide community participation services for individuals with disabilities. The contract total is \$39,500, which is funded as follows: State \$37,679 and County \$1,821 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.

E. Planning

Cooperative agreement with the Mountaintop Regional Water Authority (MRWA) to receive a reimbursement in the amount of \$34,000 through the Keystone Communities Grant for installation of a meter pit vault and other system upgrades – Dept. 151.

XI. ADMINISTRATOR'S REPORT

County Administrator Margaret Gray reviewed the 2020 County Meeting Schedule. She pointed out that this year's work schedule is different from last year in that the work sessions will be held on Tuesdays, Wednesdays and Thursdays, whereas last year the work sessions were held only on Tuesdays and Thursdays – Dept. 111.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the 2020 County Meeting Schedule to next week's Consent Agenda.*

- XII. LIQUID FUELS
- XIII. PRESENTATION
- XIV. DISCUSSION ITEMS
- XV. ABC Appointment/Re-Appointment/Term Expiration/Resignation
- XVI. CHECK RUN

Commissioner Higgins reported the check of the week was for Housing Transitions for the Rapid Re-Housing program.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run in the amount of \$312,338.42 dated November 8, 2019.*

- XVII. C-NET REQUESTS
- XVIII. RECOGNITION
- XIX. REPORTS - ANNOUNCEMENTS

Announcements

Commissioner Mike Pipe announced that due to the Commissioners attendance the 2019 Fall CCAP Conference, the Board of Commissioners meeting scheduled for Tuesday, November 26, 2019 has been cancelled.

- XX. EXECUTIVE SESSION REPORT
- XXI. PUBLIC MEETING SCHEDULE

PUBLIC MEETING SCHEDULE

Tuesday, November 12, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, November 14, 2019

Prison Board of Inspectors - 8:00 AM - CCCF

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

Employee Benefit Trust - 11:00 AM - Room 146WB

Tuesday, November 19, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, November 21, 2019

Finance Committee - 9:00 AM - Room 146WB

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

Tuesday, November 26, 2019

BOC Meeting- CANCELLED

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XXII. BID / PROPOSAL SCHEDULE

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, 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

XXV. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:51 AM and convene in Executive Session.

ATTEST:

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Margaret N. Gray  
Administrator