



BOARD OF COMMISSIONERS' AGENDA

Tuesday, January 7, 2020, 10:00 A.M.

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

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- I. CALL TO ORDER
 - II. PLEDGE OF ALLEGIANCE
 - III. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Board of Commissioners. For items not on the agenda, the Board of Commissioners will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

- IV. MEETING MINUTES

Minutes from the Tuesday, December 17, 2019 Board of Commissioners' meeting.

Action: APPROVE the minutes from the Tuesday, December 17, 2019 Board of Commissioners' meeting.

- V. CONTRACTS

- A. Sheriff

- i. Contract renewal with Miller, Kistler, and Campbell for the reappointment of Attorney Tracey Benson to serve as solicitor for the Sheriff's Office. The annual retainer rate is \$2,500 in years one and two, then increases to \$3,000 for years three and four. A total cost of \$11,000 for the period of January 1, 2020 through December 31, 2023 – Dept. 211
- ii. Contract renewal with Ronald J. Gilligan to provide real estate auctioneer services. The contract rate is \$50 per sale for the period of January 1, 2020 through December 31, 2023 – Dept. 211.
- iii. Contract renewal for the software maintenance agreement with Teleosoft, Inc. County Suite: Sheriff. The contract total is \$12,399 for the period of January 1, 2020 through December 31, 2020 – Dept. 211.

Action: Add contract renewals 1-3 for the Sheriff's Office to next week's Consent Agenda.

- B. Court Administration – Contract renewal with the Center for Alternatives in Community Justice (CACJ). The contract includes the pre-trial release program (\$136,086), Youth Aid Panel (\$2,500) and Mediation Custody Court Program. CACJ is requesting that time spent in court and travel expense be paid (\$3,969). The pre-trial release program is funded equally by the Court and Correctional Facility (\$68,043). The contract total is \$142,555 for the period of January 1, 2020 through December 31, 2020 – Dept. 271.

Action: Add the contract renewal with Centre for Alternatives in Community Justice to next week's Consent Agenda.

- C. Conservation District

Resolution 3 of 2020 – Urging the reauthorization of collection of fees to the abandoned mine land reclamation fund – Dept. 822

Action: Add Resolution 3 of 2020 to next week's Consent Agenda.

- D. Correctional Facility – Contract renewal with the Pennsylvania District Attorney's Institute for the SAVIN maintenance and service agreement. This service provided notification to victims upon the offenders release from prison. There is no cost for the contract for the period of January 1, 2020 through December 31, 2020 – Dept. 333.

Action: Add the contract renewal with the Pennsylvania District Attorney's Institute to next week's Consent Agenda.

- E. Elections – Proposal from William Penn Printing Company to print election ballots at a rate of \$0.26 per ballot for the period of January 1, 2020 through December 31, 2024 – Dept. 131.

Action: Add the proposal from William Penn Printing Company to next week's Consent Agenda.

- F. Planning

- i. Submission of the 2017 Federal Fiscal Year Monitoring Activity Progress Report (MAPR) to the Department of Community and Economic Development (DCED).

Action: APPROVE submission of the 2017 Federal Fiscal Year MAPR to DCED.

- ii. Submission of the 2019 Fair Housing Annual Report to the Department of Community and Economic Development (DCED).

Action: APPROVE submission of the 2019 Fair Housing Annual Report to DCED.

- iii. Memorandum of Understanding (MOU) for the Final Land Development Plan for All Storage Solutions, LLC Phase Two; CCPCDO File No. 181-19. This proposal represents the next in a series of development phases for All Storage Solutions, LLC, showing an additional two (2) storage buildings, one designated for RV storage (17 units) and the other building comprising 58 individual self-storage units as well as corresponding infrastructure to service the proposed land development activity. Located along the eastern boundary of Rock Road (T-376) at its intersection with Fox Hill Road (T-784) in Benner Township – Dept. 151.
- iv. Memorandum of Understanding (MOU) for the Revised Preliminary Land Development Plan for The Village of Nittany Glen CCPCDO File No. 199-19. This proposal represents a revision to the previously approved preliminary land development plan for The Village of Nittany Glen whereby the plans will now reflect a change in building type for a portion of the development by proposing 14 duplex buildings in lieu of single-family residences with corresponding infrastructure. The total buildout is proposed to contain 323 residential units with 182 proposed units and 141 units (including a clubhouse facility) already approved for development. The Village of Nittany Glen development complex is located along Fillmore Road approximately $\frac{3}{4}$ of a mile from its intersection with Fox Hill Road in Benner Township – Dept. 151.
- v. Memorandum of Understanding (MOU) for the Final Land Development Plan for The Village of Nittany Glen Phase IV; CCPCDO File No. 201-19. This proposal represents the next in a series of development phases for The Village of Nittany Glen, showing an additional 86 housing sites (58 single family units and 28 duplex units) with corresponding infrastructure. The total development area comprises 25.016 acres and lies within The Village of Nittany Glen development complex located along Fillmore Road approximately $\frac{3}{4}$ of a mile from its intersection with Fox Hill Road in Benner Township – Dept. 151.

Action: Add the MOU's for All Storage Solutions, LLC and The Village of Nittany Glen to next week's Consent Agenda.

VI. CONSENT AGENDA

A. Controller

- i. Letter of Engagement with Baker Tilly Virchow Krause, LLP for the audit year 2019. The contract total is \$76,500 for the period of January 1, 2020 through December 31, 2020 – Dept. 125.
- ii. Recognizing the change of the Partner in Charge at the office of Baker Tilly Virchow Krause, LLP. John Compton has been named the new Partner in Charge, formerly Rick Bair. Mr. Compton previously served as Review Partner – Dept. 125.

VII. LETTER OF SUPPORT

Letter in response to Executive Order 13888 entitled “ Enhancing State and Local Involvement in Refugee Resettlement” – Dept. 111.

Action: Add the letter to next week’s Consent Agenda.

VIII. ADMINISTRATOR’S REPORT

IX. LIQUID FUELS

Payment in the amount of \$15,000 to Bellefonte Borough for completion of project #19-14401-003 for paving on Water, Spring, and High Streets – Dept. 411.

Action: APPROVE the Liquid Fuels payment to Bellefonte Borough.

X. FEE FOR LOCAL USE

XI. PRESENTATION

XII. DISCUSSION ITEMS

XIII. ABC Appointment/Re-Appointment/Term Expiration/Resignation

ABC	Name	Action	Term
Conservation District Board of Directors	Mike Messina	Appointment	January 1, 2020 – December 31, 2023
Agricultural Land Preservation Board	Joseph Homan	Appointment	January 1, 2020 – December 31, 2022
RSVP Advisory Council	Roger Cartright	Appointment	January 1, 2020 – December 31, 2022
RSVP Advisory Council	Virginia Hosterman	Appointment	January 1, 2020 – December 31, 2022
Library and Historical Museum Board	Margaret Gray	Appointment	January 1, 2020 – December 31, 2022
Library and Historical Museum Board	Carl Inglesby	Appointment	January 1, 2020 – December 31, 2022

Action: APPROVE the ABC appointments, re-appointments, resignations, and term expirations.

XIV. CHECK RUN

Check run in the amount of \$625,242.16 dated January 6, 2020.

Action: APPROVE the check run dated January 6, 2020.

XV. C-NET REQUESTS

XVI. RECOGNITION

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XVII. REPORTS - ANNOUNCEMENTS

- A. Voter Registration Report
- B. Announcements

Centre County Government Offices will be closed on Monday, January 20 in observance of Martin Luther King Jr. Day.

XVIII. EXECUTIVE SESSION REPORT

XIX. PUBLIC MEETING SCHEDULE

Thursday, January 9, 2020

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

Tuesday, January 14, 2020

BOC Meeting– 10:00 AM – Room 146WB

Board of Assessment and Revision of Taxes – 11:00 AM – Room 146WB

Thursday, January 16, 2020

Retirement Board – 11:00 AM – Room 146WB

XX. BID / PROPOSAL SCHEDULE

XXI. ELECTION ANNOUNCEMENTS

Tuesday, January 28, 2020

First day to circulate and file nomination petitions.

Tuesday, February 18, 2020

Last day to circulate and file nomination petitions.

Wednesday, February 19, 2020

First day to circulate and file nomination petitions.

XXII. QUESTIONS FROM THE PRESS

XXIII. ADJOURNMENT