



## BOARD OF COMMISSIONERS AGENDA

Tuesday, February 21, 2023 10:00 A.M.

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

[Register](#) online to receive a notification when meeting agendas are posted.

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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. ADDITIONS TO THE AGENDA

In accordance with ACT 65 of 2021, no discussion or action will be allowed for any item not included on the published agenda unless the item is one of an emergency nature or is *de minimus* in scope and does not require funding authorization and/or a contract or agreement. A majority vote of the Board is required to add an item to the agenda. All provisions of Act 65 regarding requirements for updating a published agenda after the meeting are in effect.

V. MEETING MINUTES

The Board will consider approving the minutes from the Work Session and Board of Commissioners meetings held on February 14, 2023.

**Action:** *APPROVE the minutes from the meetings held on February 14, 2023.*

VI. CONTRACTS – AUTHORIZATION

- A. Elections – Consider approval of a contract with ElectionIQ, LLC to provide custom software for Poll Workers and Inventory Management. The contract total is \$28,000 for the period of February 28, 2023 to February 27, 2024 – Dept 131.

**Action:** *Add the contract with ElectionIQ to next week's Consent Agenda.*

- B. Probation – Consider approval of the award notification of funds for the Pennsylvania Commission on Crime and Delinquency (PCCD) grant in aid. The grant total awarded is \$99,500.00 for the period of July 1, 2022 to June 30, 2023 – Dept 301.

**Action:** *APPROVE the award notification for the Pennsylvania Commission on Crime and Delinquency (PCCD) grant in aid.*

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- C. **Housing** – Consider approval of the modification to the 2022 ACT 137 CASH Grant to reallocate funds to the 2021 project that was approved for the Centre County Community Land Trust. The funds will allow them to use it on property that was purchased in 2021 through the 2021 CASH Grant. The reallocated funds total is \$20,000 – Dept 815.

**Action:** *APPROVE the reallocation of funds for the 2022 ACT 137 CASH Grant.*

D. **Conservation District**

- i. Consider approval of the Countywide Action Plan Block Grant Subaward Projects. The following projects were reviewed, and it was determined that they best represented the goals of the Centre County Action Plan:

1. Ridenour Farm In-Stream Restoration Project located in a tributary to Pine Creek near Aaronsburg: Chesapeake Conservancy \$48,222.00
2. Spring Creek (Benner Springs) Stream Restoration Project: Western Pennsylvania Conservancy \$34,660.00
3. SCCTU 2022 CAP Request Oak Hall Project: Spring Creek Chapter Trout Unlimited \$26,712.00

The Countywide Action Plan Block Grant Subaward Projects total is \$109,594.00 for the period of January 1, 2022 to December 31, 2023 – Dept 822.

- ii. Consider approval of the contract addendum #3 with Herbert, Rowland and Grubric, Inc. (HRG, Inc.) to provide supplemental engineering and related services for the implementation phase of the Countywide Action Plan for the Chesapeake Bay Watershed Implementation Plan. The contract total is \$95,000, which will be funded by the Community Clean Water Action Plan Coordinator Grant from PADEP for the period of January 1, 2023 to December 31, 2023 – Dept 822.

**Action:** *Add the Conservation District items i-ii to next week's Consent Agenda.*

E. **Financial Management**

- i. Consider approval of a contract with ClearGov to provide a cloud-based budget and performance software. ClearGov will provide training sessions/modules to the appropriate staff. The contract will be pro-rated at \$18,766.67 with a one-time service set up fee of \$3,840.00, for a total of \$22,606.67 for the period of March 1, 2023 to December 31, 2023 and will be funded through ARPA funds – Dept 120.
- ii. Contract renewal with Susquehanna Accounting & Consulting Solutions, Inc to provide non-attest accounting and consulting services to the County. Services include: technical assistance & advice in the operations of the financial administration & accounting functions, technical accounting assistance & advice in preparing annual budget, assistance in monitoring the budget, financial analysis, technical assistance & advice to County departments, and technical accounting assistance & advice related to ARPA funding. Rates are as follows: Shareholder/director \$288/hr, senior managing consultant \$204/hr, and senior consultant \$183/hr plus any out-of-pocket expenses. SACS can include an inflationary adjustment of up to 3% to the hourly rates in each subsequent year. The County will be billed for actual hours incurred plus any actual out-of-pocket expenses for the period of January 1, 2023 to December 31, 2023 – Dept. 113.

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**Action:** *APPROVE the Financial Management items i-ii.*

VII. LIQUID FUELS AND FEE FOR LOCAL USE

- i. Consider approval of a Fee for Local Use application for Walker Township in the amount of \$15,000 for Rodgers Road Bridge repair project – Dept. 412.
- ii. Consider approval of a Fee for Local Use application for Boggs Township in the amount of \$100,000 for Curtin Hollow Road Curve improvement project – Dept. 412.

**Action:** *APPROVE the Fee for Local Use items i-ii.*

VIII. CONSENT AGENDA

**Action:** *APPROVE this week's Consent Agenda.*

- A. Resolution 4 of 2023 – Authorizing the execution of, on behalf of Centre County, certain documents associated with the Pennsylvania Department of Transportation DOT Grant objects – Dept. 531.

Human Services

- B. Transportation – Consider approval of the Transportation Title VI Plan with PennDOT to be in compliance for funding of Share-Ride trips. There is no fee associated with the plan – Dept. 531.
- C. Adult Services – Consider approval of the contract with the Department of Community and Economic Development (DCED) for the Emergency Solutions Grant (ESG) to support a homeless prevention program and expansion of emergency shelter services. The contract total is \$212,689.00 funded as follows: Federal \$212,689.00 for the period of January 1, 2023 to December 31, 2023 – Dept 501.
- D. Aging – Professional Services agreement with APArchitects, LLC to provide oversight of the renovation project at Snow Shoe Senior Center. APArchitects will assist with the planning of the renovation, oversee bidding process for the projects, prepare progress project drawings, and oversee other duties of the project. The contract total is not to exceed \$15,300 for the period of February 21, 2023 to December 31, 2023 or until the project is completed whichever comes first – Dept 521.
- E. MH/ID EI-D&A – Contract renewal with the Centre County Youth Service Bureau to provide mental health services including housing support, family support services, student assistance program services, and Child and Adolescent Service System Program (CASSP). The contract total is \$101,000 funded as follows: State \$96,344 and County Match \$4,656 for the period of July 1, 2022 to June 30, 2023 – Dept 561.

-----END OF CONSENT-----

IX. CHECK RUN

Check run in the amount of \$788,243.55 dated February 17, 2023.

**Action:** *APPROVE the check run dated February 17, 2023.*

X. LETTER OF SUPPORT

- i. Letter of support for the Centre County Youth Service Bureau Substance Abuse Education and Demand Reduction Funding Grant.

**Action:** *APPROVE the letter of support for the Centre County Youth Service Bureau.*

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XI. ADMINISTRATOR'S REPORT

XII. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

B. Announcements

- i. The Board of Commissioners meeting on Tuesday, March 7, 2023 as well as the Salary Board/Board of Commissioners meetings on Thursday, March 9, 2023 have been CANCELLED.

XIII. EXECUTIVE SESSION REPORT

XIV. PUBLIC MEETING SCHEDULE

**Thursday, February 23, 2023**

Finance Committee – 9 AM – Willowbank 146

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

**Tuesday, February 28, 2023**

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – 11:30 AM – Willowbank 146

**Thursday, March 2, 2023**

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

QUESTIONS FROM THE PRESS

XV. ADJOURNMENT