



BOARD OF COMMISSIONERS AGENDA

Tuesday, July 25, 2023 10:00 A.M.

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

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

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 Board of Commissioners meeting and Work Session held on July 18, 2023.

Action: APPROVE the minutes from the meetings held on July 18, 2023.

VI. UPDATE ON THE STAGE AT TALLEYRAND

VII. BIDS AND PROPOSALS

A. Willowbank Parking Lot Paving Project Bids received by deadline - Dept 971:

Items Required for IFB Submission	Glenn O. Hawbaker, Inc.	HRI, Inc.	BOWMAN Excavation/Paving/Concrete
Attended mandatory pre-bid meeting #2	X	X	X
Non-Collusion Affidavit	X	X	X
Statement of Qualifications/References	X	X	X
Non-Discrimination Clause	X	X	X
County Required Policies Acknowledgment	X	X	X
Contractor Integrity Provisions Acknowledgment	X	X	X
Intent to use Subcontractors or not for IFB	X	X	X
10% Bid Bond	X	X	X

Action: Enter into contract negotiations for the Willowbank Parking Lot Paving IFB.

VIII. CONTRACTS – AUTHORIZATION

Human Services

- A. Adult Services – Consider approval of a Contract Addendum #1 with Centre PA Community Action to cover additional funds received from the Department of Agriculture (5th payment) for food purchases and administrative costs. The contract will be increased by \$2,512.03; from \$96,440.73 to \$98,952.76. The contract total is \$98,952.76 funded as follows: State \$98,952.76 for the period of July 1, 2022 to June 30, 2023 – Dept 501.

Action: Add the contract addendum #1 with Centre PA Community Action to next week’s Consent Agenda.

- B. MH/ID EI- D&A – Accept the Grant Award from the Office of Mental Health and Substance Abuse Services for the First Episode Psychosis (FEP) Program. The grant award total is \$187,113.52 for the period of July 1, 2023 to June 30, 2024 – Dept 561.

Action: ACCEPT the Grant Award for the First Episode Psychosis (FEP) Program from the Office of Mental Health and Substance Abuse Services.

C. Children and Youth Services

- i. Consider approval of a contract with Barbara Topinka/Topinka Law to provide legal services. The contract total is \$5,000 funded as follows: State \$4,000 and County \$1,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- ii. Consider approval of a contract with Alix Crosswell to provide consultant/translation services for the County’s Office of Children and Youth Services. The contract total is \$1,000 funded as follows: State \$800 and County \$200 for the period of June 7, 2023 to June 30, 2023 – Dept 511.

- iii. Contract renewal with Alix Crosswell to provide consultant/translation services for the County's office of Children and Youth Services. The contract total is \$5,000 funded as follows: State \$4,000 and County \$1,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.

Action: Add the Children and Youth Services contracts i-iii to next week's Consent Agenda.

D. Capital Projects

- i. Consider approval of a contract with LandServ, Inc. for the emergency repair of the sinkhole at Centre County Sheriff's Department West Parking lot. The contract total is not to exceed \$70,500 – Dept. 971.
- ii. Consider approval of a professional services agreement with CMT Labs to provide engineering services for the emergency repair of the sinkhole at Centre County Sheriff's Department West Parking lot. The services will be billed on an hourly rate of \$150.00/hr – Dept. 971.

Action: APPROVE Capital Projects i-ii pending Solicitor review.

IX. LETTER OF SUPPORT

- i. Consider approval of a letter of support for the construction of the College Township Regional Bike/Pedestrian Path.

Action: APPROVE the letter of support.

X. CONSENT AGENDA

Action: APPROVE this week's Consent Agenda.

- A. Planning and Community Development – Memorandum of Understanding for the “Final Subdivision and Land Development Plan – WaWa at Eagle Point located in Benner Township; CCPCDO File No. 89-23.” This proposal constitutes a Final Plan submission a two (2) lot subdivision with Lot 3RRR proposed for stormwater facilities and overflow vehicle sales and Lot 5 intended to be developed into a WaWa convenience store (6,606 square feet) along with corresponding infrastructure located at the corner of Benner Pike (State Route 0150) and Eagle Point – Dept. 151.
- B. Information Technology Services – Contract renewal with CDW-G, LLC to provide Microsoft for a three-year term in the amount of \$679,441.89. Payments will be split annually in the amount of \$226,480.63. There is also a one-time True Up for \$25,418.16. The True Up pays for licenses we have been using but weren't on the agreement. The contract total is \$704,860.05 for the period of August 1, 2023 to July 31, 2026 – Dept. 142.

Human Services

C. MH/ID EI- D&A

- i. Letter of Agreement with Susquehanna Software, Inc. to provide services including quarterly Coordinated Community Response Initiative (CCRI) submission, annual maintenance, hosting fees, Home and Community Services Information System (HCSIS) SC tracker maintenance, and Pelican SC tracker maintenance. The contract

total is \$50,800 funded as follows: State \$48,458 and County Match \$2,342 for the period of July 1, 2023 to June 30, 2024 – Dept 561.

- ii. Contract Addendum #1 with The Advocacy Alliance to allow for funds to provide additional intellectual disability incident management services in the amount of \$7,500. Service provider’s contract maximum will increase from \$15,000 to \$22,500. The contract total is \$22,500 funded as follows: State \$21,463 and County Match \$1,037 for the period of July 1, 2023 to June 30, 2024 – Dept 561.

D. Adult Services – Consider approval of a contract with Builders Association of Central PA to provide workforce development opportunities in Centre County through the Whole Home Repair Program funded through the Department of Community & Economic Development. The contract total is \$178,940.46 funded as follows: Federal \$178,940.46 for the period of July 1, 2023 to June 30, 2024 – Dept 501.

E. Aging – Contract renewal with Bobbie L. Rabuck to provide Protective Service Solicitation Services. PS Solicitor consults on protective services cases and assists Centre County Office of Aging with any protective service cases that involve litigation through the courts. The annual cost of agreement is estimated at \$3,405 with total cost of agreement to be estimated at \$11,096. The contract total is \$11,096 funded as follows: State \$11,096 for the period of June 9, 2023 to July 24, 2026 – Dept 521.

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

XI. CHECK RUN

Check run in the amount of \$1,444,087.44 dated July 21, 2023.

Action: *APPROVE the check run dated July 21, 2023.*

XII. ADMINISTRATOR’S REPORT

XIII. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

B. Announcements

- i. The Board of Commissioners meeting on Tuesday, August 8, 2023 has been CANCELLED.

XIV. EXECUTIVE SESSION REPORT

XV. PUBLIC MEETING SCHEDULE

Thursday, July 27, 2023

Finance Committee – 9 AM – Willowbank 146

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Tuesday, August 1, 2023

Board of Commissioners – 10 AM – Willowbank 146

Work Session – 11 AM – Willowbank 146

XVI. QUESTIONS FROM THE PRESS

XVII. ADJOURNMENT