



BOARD OF COMMISSIONERS AGENDA

Tuesday, October 5, 2021, 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.

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 of the Board of Commissioners meeting and work session held on Tuesday, September 28, 2021.

Action: *APPROVE the minutes from the September 28, 2021 Board of Commissioners meeting and work session.*

VI. PROCLAMATION

Proclamation 32 of 2021 – Proclaiming October 2021 as “Centre County Protects Kids Month” in Centre County.

Action: *ADOPT Proclamation 32 of 2021.*

VII. INVITATIONS FOR BIDS

Capital Projects – Invitation for bids for the Centre County Roof Replacement Project – Dept. 971.

Action: *APPROVE advertisement of the IFB – Centre County Roof Replacement.*

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VIII. AMERICAN RESCUE PLAN ACT (ARPA)

A. Allocation of ARPA funds.

- i. Microsoft Office 365 Licenses \$31,000
- ii. Temporary walk-in freezer pod at the Correctional Facility \$22,441.27
- iii. Miscellaneous administrative and programmatic expense fund \$20,000

Action: *APPROVE the allocation of ARPA funds for items i-iii.*

B. Proposal to conduct a Centre County Health Department Feasibility Study in the amount of \$12,000 – Dept. 120.

Action: *APPROVE the proposal to conduct a Centre County Health Department Feasibility Study.*

IX. CONTRACTS – AUTHORIZATIONS

A. Correctional Facility – Amendment one to the Master Services Agreement with Global Tel*Link to comply with current Federal Communication Commission order, which mandates rate caps on certain returning citizen telephone and ancillary services. The contract is for the period of October 26, 2021 to September 20, 2025 – Dept. 333.

Action: *Add the amendment to the master services agreement with Global Tel*Link to next week's Consent Agenda*

B. Facilities Management – Quote from Delval Equipment Corporation to provide boiler plant service for 502 East Howard Street. This includes the annual cleaning, onsite technician for support during facility cold startup, combustion tuning and post-season dry layup of boilers. The quote total is \$11,930 for the 2021/2022 heating season – Dept. 634.

Action: *APPROVE the quote from Delval Equipment Corporation.*

C. Human Services

i. Adult Services

1. Contract addendum with the United Way of Pennsylvania to allow for a three-month extension of the Home4Good/PHARE grant funds and additional funds to provide emergency shelter services. The contract total is \$16,999, which is State funded for the period of July 1, 2020 to September 30, 2021 – Dept. 501.
2. Submission of the Home4Good semi-annual expense and data report for funds received through the United Way of Pennsylvania to support emergency shelter services in Centre County – Dept. 501.

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3. Submission of the PHARE Grant Certification of Compliance to the Pennsylvania Housing Finance Agency for funds received through the United Way of Pennsylvania to support emergency shelter services in Centre County – Dept. 501.

Action: *APPROVE Adult Services items 1 – 3.*

4. Contract with Service Access & Management, Inc. to provide administrative assistance services for the Rental & Mortgage Assistance Program. The contract total is \$126,900, which is State funded for the period of July 1, 2021 to June 30, 2022 – Dept. 501.
5. Contract addendum one with Service Access & Management, Inc. to allow for a one-year extension and additional funds in the amount of \$16,000 to provide administrative oversight for PHARE grant funds. This increases the contract total from \$52,000 to \$68,000, which is funded as follows: State \$34,000 and County Match \$34,000, for the period of January 1, 2021 to December 31, 2022 – Dept. 501.
6. Contract addendum two with Service Access & Management, Inc. to allow for a six-month extension to provide administrative oversight for PHARE grant funds. The contract total is \$52,000, which is funded as follows: State \$22,000 and County Match \$30,000, for the period of January 1, 2021 to December 31, 2021 – Dept. 501.
7. Contract renewal with Centre Volunteers in Medicine (CVIM) to provide basic needs medical case management services. The contract total is \$11,665, which is State funded for the period of July 1, 2021 to June 30, 2022 – Dept. 501.
8. Contract renewal with Housing Transitions, Inc. to provide HUD funded rapid re-housing services. The contract total is \$212,512, which is Federally funded for the period of October 1, 2021 to September 30, 2022 – Dept. 501.
9. Contract renewal with Housing Transitions, Inc. to provide homemaker case management services. The contract total is \$19,529, which is State funded for the period of July 1, 2021 to June 30, 2022 – Dept. 501.
10. Contract renewal with Housing Transitions, Inc. for a walk-in center to provide additional services to homeless individuals and families in Centre County. The contract total is \$61,059, which is State funded for the period of July 1, 2021 to June 30, 2022 – Dept. 501.
11. Contract renewal with Housing Transitions, Inc. to provide bridge (transitional) housing services. The contract total is \$59,924, which is State funded for the period of July 1, 2021 to June 30, 2022 – Dept. 501.

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12. Contract renewal with Centre Safe to provide bridge (transitional) housing services. The contract total is \$73,545, which is State funded for the period of July 1, 2021 to June 30, 2022 – Dept. 501.
13. Contract renewal with Interfaith Human Services, Inc. to provide financial care case management services. The contract total is \$12,340, which is State funded for the period of July 1, 2021 to June 30, 2022 – Dept. 501.
14. Agreement with the Department of Agriculture for The Emergency Food Assistance Program (TEFAP). The agreement total is estimated at \$100,000, which is Federally funded for the period of October 1, 2021 to September 30, 2026 – Dept. 501.
15. Contract renewal with Central PA Community Action to serve as the County's Local Lead Agency for the State Food Purchase Program (SFPP) and The Emergency Food Assistance Program (TEFAP). The contract total is \$95,221.98, which is State funded for the period of July 1, 2020 through June 30, 2022 – Dept. 501.

Action: *Add Adult Services items 4 – 15 to next week's Consent Agenda.*

- ii. Aging – Memorandum of Understanding (MOU) with the Pennsylvania Association of Area Agencies on Aging (P4A) for the Elder Cottage Housing Opportunity (ECHO) Program. The MOU is effective upon the last date of signature and is valid for the life of the cottage – Dept. 521.

Action: *Add MOU with the Pennsylvania Association of Area Agencies on Aging to next week's Consent Agenda.*

X. GRANTS

XI. CONSENT AGENDA

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

- A. Elections - Lease agreement with Pitney Bowes to provide a SendPro-P300 postage machine to be utilized by the Elections Office. The agreement total is \$35,077.20 for the period of October 31, 2021 to October 31, 2026 – Dept. 131.
- B. Emergency Communications 911 – Quote from Tower Services Unlimited, Inc. to construct ice mitigation equipment above equipment shelters at the Little Flat, Rattlesnake and Rhodes tower sites. The quote total is \$51,405 for the period of October 5, 2021 to December 31, 2021 – Dept. 354.
- C. Human Services
 - i. MH/ID/EI – Drug & Alcohol
 1. Contract renewal with Pyramid Healthcare, Inc. to provide drug and alcohol services including treatment, case management, and outpatient services. The contract total is \$45,000, which is funded as follows: State \$20,000 and Federal \$25,000, for the period of July 1, 2021 to June 30, 2022 – Dept. 562.

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2. Contract renewal with Quest Services, Inc. to provide drug and alcohol services including case management, outpatient, intensive outpatient, intervention, and medication assisted treatment. The contract total is \$50,000, which is funded as follows: State \$47,885 and County Match \$2,115, for the period of July 1, 2021 to June 30, 2022 – Dept. 562.
3. Contract renewal with The Advocacy Alliance to provide mental health services including representative payee and CFST Case Management Surveys. Intellectual disability services include incident management and transportation. The contract total is \$19,000, which is funded as follows: State \$18,124 and County Match \$876, for the period of July 1, 2021 to June 30, 2022 – Dept. 561.

D. Planning & Community Development – Request for assistance from Walker Township for the replacement of the Hoy Road (T-467) Bridge. Walker Township is requesting Act 13 "At Risk Local Bridge" Funds in the amount of \$100,000 – Dept. 151.

XII. AUTHORITIES, BOARDS AND COMMISSIONS

XIII. LETTERS OF SUPPORT

XIV. LIQUID FUELS – FEE FOR LOCAL USE

XV. ADMINISTRATOR'S REPORT

Third Quarter Report of Contract Approvals (Resolution 1 of 2021)

XVI. DISCUSSION ITEMS – UPDATES

XVII. CHECK RUN

Check run in the amount of \$1,674,572.65 dated October 1, 2021.

Action: *APPROVE the check run dated October 1, 2021.*

XVIII. C-NET REQUESTS

XIX. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

B. Announcements

XX. EXECUTIVE SESSION REPORT

XXI. PUBLIC MEETING SCHEDULE

Tuesday, October 5, 2021

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – ARPA – 11 AM – Willowbank 146

Thursday, October 7, 2021

Salary Board/Board of Commissioners – 10 AM – Willowbank 146

Board of Elections – 11 AM – Willowbank 146

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Tuesday, October 12, 2021

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – ARPA – 11 AM – Willowbank 146

Board of Commissioners Work Session – 2022 Budget – 1:30 PM – Willowbank 146

Thursday, October 14, 2021

Prison Board of Inspectors – 8:00 AM – [Virtual](#)

Board of Elections – 10 AM – Willowbank 146

Retirement Board – 11 AM – Willowbank 146

XXII. BID/PROPOSAL SCHEDULE

Friday, October 8, 2021

RFP – IT Managed Services – Proposals Due – 4 PM – Controller’s Office

Tuesday, October 12, 2021

RFP – IT Managed Services – Proposal Opening – 10 AM – Board of Commissioners Meeting

Tuesday, December 7, 2021

RFP – IT Managed Services – Contract Award – 10 AM – Board of Commissioners Meeting

XXIII. ELECTION ANNOUNCEMENTS

Monday, October 18, 2021

Last day to REGISTER before the November Election

Tuesday, October 26, 2021

Last day to apply for a mail-in or civilian absentee ballot

XXIV. QUESTIONS FROM THE PRESS

XXV. ADJOURNMENT