



BOARD OF COMMISSIONERS' AGENDA

Tuesday, October 29, 2019, 10:00 A.M.

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

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, October 22, 2019 Board of Commissioners' meeting.

Action: *APPROVE the meeting minutes from Tuesday, October 22, 2019.*

V. EMERGENCY RESPONDER SCHOLARSHIP

VI. PROCLAMATION

Proclamation No. 35 of 2019 – Proclaiming November 2019 as Military Appreciation Month in Centre County.

Action: *ADOPT Proclamation No. 35 of 2019.*

VII. CENTRE COUNTY COMPLETE COUNT COMMITTEE

VIII. CONTRACTS

- A. Facilities Management – Contract renewal with Swartz Fire and Safety Equipment Co, Inc. for annual N.F.P.A maintenance and inspection of the fire extinguishers and semi-annual inspection of the kitchen fire suppression system at the Correctional Facility. The contract total is \$10,815, which is funded as follows: Department 161 \$6,315 and Department 333 \$4,500 for the period of January 1, 2020 through December 31, 2022 – Dept. 161.

Action: *Add the contract renewal with Swartz Fire and Safety Equipment Co, Inc. to next week's Consent Agenda.*

- B. Information Technology Services – Contract renewal with Trebron Company, Inc. to provide Sophos email security and anti-virus. The contract total is \$26,565 which is made in three annual installments of \$8,855 for the period of November 16, 2019 through November 15, 2022 – Dept. 142.

Action: *Add the contract renewal with Trebron Company, Inc. to next week's Consent Agenda.*

- C. Court Administration – Lease renewal with the Borough of State College for Magisterial District Court Office 49-1-01. The monthly rate is \$4,418.75, a total of \$265,125 for the period of November 1, 2019 through October 31, 2024 – Dept. 251.

Action: *APPROVE the lease renewal with the Borough of State College.*

- D. Human Services

i. Adult Services

1. Consider approval of County match funding from Act 137 for the 2019 Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund (PHARE)/Marcellus Shale grant application submission to the Pennsylvania Housing Finance Agency (PHFA) for continuation of the PHARE Rental Assistance Program. The application total is \$65,000, which is funded as follows: State \$31,000 (PHARE \$18,000 and HSBG \$13,000) and County match \$34,000 for the period of January 1, 2021 through December 31, 2021 – Dept. 501.
2. Consider approval of County match funding from ACT 137 to support Temporary Housing Foundation's PHARE/Realty Transfer Tax (RTT) grant application to purchase eight units within the Borough of State College. The application total is \$250,000, which is funded as follows: State \$250,000 and County match \$100,000 for the period of July 21, 2020 through June 30, 2021 to be used for a \$2,252,000 project – Dept. 501.
3. Letter of support to the PHFA on behalf of Temporary Housing Foundation's PHARE/RTT grant application to purchase eight units within the Borough of State College – Dept. 501.

Action: *Add Adult Services items 1-3 to next week's Consent Agenda.*

IX. TRANSPORTATION FUNDING

- A. Allocation of \$150,000 of Fee for Local Use funding to be used as matching funds toward two PennDOT Multimodal Transportation Fund grant applications.

i. Gregg Township in the amount of \$100,000 – Dept. 412.

ii. Ferguson Township in the amount of \$50,000 – Dept. 412.

Action: *Add the Fee for Local Use allocations to the Thursday, October 31 Consent Agenda.*

X. LETTER OF SUPPORT

- A. Letter of Support to the Pennsylvania Department of Transportation (PennDOT) on behalf of Gregg Township's Multimodal Transportation Fund grant application to address and remedy safety concerns on Middle Road (T-423) and Bitner Hollow Road (T-453).
- B. Letter of Support to the Pennsylvania Department of Transportation on behalf of Ferguson Township's Multimodal Transportation Fund grant application to construct pedestrian and bicycle amenities and safety improvements along sections of SR26 and S45.

Action: *APPROVE the letters of support to PennDOT.*

XI. POLICIES

XII. CONSENT AGENDA

- A. Allocation of \$110,000 of Fee for Local Use funding to be used as matching funds toward two PennDOT Multimodal Transportation Fund grant applications being submitted in partnership with the SEDA COG Joint Rail Authority.

- i. Port Matilda Borough in the amount \$60,000 – Dept. 412.

- ii. Milesburg Borough in the amount of \$50,000 – Dept. 412.

- B. Human Services

- i. Aging

- 1. Lease agreement with John and Tammy Myers for the Penns Valley Senior Resource Center. The contract total is \$40,784.64, which is Federally funded for the period of November 1, 2019 through October 31, 2022 – Dept. 521.
 - 2. Agreement with Kathleen Danley to teach and facilitate the Evidence Based Program “Enhanced Wellness” that is funded by the Pennsylvania Department of Aging, Health and Wellness (Title IIID). The contract total is not to exceed \$15,000 annually and is State funded for the period of November 1, 2019 through June 30, 2021 – Dept. 521.

- ii. MH/ID/EI – D&A

- 1. Contract renewal with St. Francis University to provide intellectual disability services that include administration of National Core Indicator surveys, PFDS and IM surveys, and transition surveys. The contract total is \$33,025, which is State funded for the period of July 1, 2019 through June 30, 2020 – Dept. 561.

2. Contract renewal with the Devereaux Foundation to provide intellectual disability services that include child residential services. The contract total is \$7,269, which is funded as follows: Stat \$6,934 and County \$335 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
3. Contract renewal with Quest Service, Inc. to provide drug and alcohol services that include case management, outpatient, intensive outpatient, and intervention. The contract total is \$40,000, which is funded as follows: State \$38,156 and County \$1,844 for the period fo July 1, 2019 through June 30, 2020 – Dept. 562.
4. Contract addendum with Central Intermediate Unit #10 to provide additional funds for the provision of early intervention services in the amount of \$4,000. This increases the contract total from \$12,000 to \$16,000, which is funded as follows: State \$14,400 and County \$1,600 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
5. Contract addendum with the Youth Service Bureau to provide additional funds for the provision of drug and alcohol prevention services in the amount of \$124,000. This increases the contract total from \$197,472 to \$321,472, which is funded as follows: State \$306,652 and County \$14,820 for the period of July 1, 2018 through June 30, 2019 – Dept. 562.

C. POLICIES

- i. Employee Status – Dept. 111.
- ii. Merit Hire – Dept. 111.
 1. New Hire Process Flowchart – Dept. 111.
- iii. Clearance Required for Safety Sensitive Positions – Dept. 111.
- iv. Physical Examinations – Dept. 111.
- v. Inspection of the Personnel File – Dept. 111.
- vi. Equal Employment Opportunity – Dept. 111.
 1. EEO Information Survey – Dept. 111.
- vii. Repeal
 1. Change in Employment Status
 2. Employment of Relatives
 3. Regular Part Time Employee Compensation
 4. Simultaneous Employment

XIII. ADMINISTRATOR'S REPORT

XIV. LIQUID FUELS

2020 Liquid Fuels Program Update

XV. PRESENTATION

XVI. DISCUSSION ITEMS

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

XVIII. CHECK RUN

Check run in the amount of \$922,993.05 dated October 25, 2019.

Action: *APPROVE the check run dated October 25, 2019.*

XIX. C-NET REQUESTS

XX. RECOGNITION

XXI. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

B. Announcements

Centre County Government Offices will be closed on Monday, November 11, 2019 in observance of Veteran's Day.

XXII. EXECUTIVE SESSION REPORT

XXIII. PUBLIC MEETING SCHEDULE

Tuesday, October 29, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, October 31, 2019

Finance Committee - 9:00 AM - Room 146WB

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

Retirement Board - 11:00 AM - Room 146WB

Tuesday, November 5, 2019

BOC Meeting- 10:00 AM - Room 146WB

Thursday, November 7, 2019

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

XXIV. 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

XXV. ELECTION ANNOUNCEMENTS

Tuesday, October 29, 2019

Last day to apply for a civilian absentee ballot.

Friday, November 1, 2019

Last day for County Board of Elections to receive voted civilian absentee ballots.

Tuesday, November 5, 2019

MUNICIPAL ELECTION

Wednesday, November 6, 2019

First day to register after November Election.

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.

XXVI. QUESTIONS FROM THE PRESS

XXVII. ADJOURNMENT