



BOARD OF COMMISSIONERS AGENDA

Thursday, November 9, 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. 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.

III. 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.

IV. MEETING MINUTES

The Board will consider approving the minutes from the Thursday, November 2, 2023, Board of Commissioners meeting.

Action: *APPROVE the minutes from November 2, 2023.*

V. PERSONNEL ITEMS

A. Human Services

- i. Aging - Consider approval of the funding and personnel requisition for full-time Aging Care Manager 2, Office of Aging, (p.c. #29, non-exempt), at SG-07A(01)--\$20.27/hour, effective December 11, 2023, pay period 26. Salary budget savings for 2023 \$18,698, annualized salary savings for 2024 \$5,513 - Dept. 521.

Action: *APPROVE the funding and personnel requisition for Aging Care Manager 2 p.c. #29.*

VI. JUDICIAL PERSONNEL ITEMS

VII. ROW OFFICE PERSONNEL ITEMS

A. Prothonotary

- i. Consider approval of the job description for full-time Prothonotary Protection from Abuse Clerk, Prothonotary, SG-07, effective November 9, 2023, pay period 24 – Dept. 223.
- ii. Consider approval of the funding and personnel requisition for Prothonotary Protection from Abuse Clerk, Prothonotary, (p.c. #26, non-exempt, new), at SG-04A(01)– \$16.69/hour, effective November 9, 2023, pay period 24. Salary budget impact for 2023 \$3,755, annualized salary impact for 2024 \$32,546 -Dept. 223.

Action: *APPROVE the Prothonotary items i-ii.*

VIII. NON-PERSONNEL ITEMS

- A. Criminal Justice Planning – Consider approval of the Pennsylvania Commission on Crime and Delinquency (PCCD) Project Modification Request (PMR) for the Crisis Intervention and Pretrial Diversion Funds, which supports the Police Social Worker initiative with the State College Borough Police Department. The PMR is requesting to extend the grant to March 31, 2024 in order to expend all of the grant funds. The grant total is \$150,000 for the period of January 1, 2022 to March 31, 2024 – Dept. 306.

Action: *APPROVE the Project Modification Request with PCCD.*

- B. Capital Projects – Consider approval of the authorization for David M. Maines Associates, Inc. to proceed with two chiller removals at the Centre Crest facility roof – Dept 971.

Action: *AUTHORIZE the removal of two chillers at the Centre Crest Facility roof.*

IX. LIQUID FUELS – FEE FOR LOCAL USE

- i. Consider approval of the Liquid Fuels application for Rush Township in the amount of \$50,000 for the reconstruction of McCord Road, Casanova Road, Chestnut street and Casanova Spur for road improvements – Dept. 412.

Action: *APPROVE the liquid fuels application for Rush Township.*

X. CHECK RUN

Check run in the amount of \$ 1,037,098.12 dated November 3, 2023.

Action: *APPROVE the check run dated November 3, 2023.*

XI. LETTER OF SUPPORT

Consider approval of a Letter of support for Philipsburg Revitalization Corporation for the submission of a PHARE Grant to help fund the renovations for two affordable housing units.

Action: *APPROVE the letter of support for Philipsburg Revitalization Corporation.*

XII. CONSENT AGENDA

XIII. DISCUSSION ITEMS – UPDATES

XIV. EXECUTIVE SESSION REPORT

XV. QUESTIONS FROM THE PRESS

XVI. ADJOURNMENT