



BOARD OF COMMISSIONERS' MINUTES

Tuesday, May 7, 2019, 10:00 A.M.

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

I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was called to order at 10:00 AM on May 7, 2019 by Chair of the Board, Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Chair; Commissioner Mark Higgins; Commissioner Steven Dershem; Administrator, Margaret N. Gray; Deputy Administrator Bob Jacobs; and Executive Assistant, Natalie Bird.

County personnel present included Tom Martin, Bryan Sampsel, Chris Schell, Mike Bloom, and Natalie Corman

Guests present included Trish Meek and Cindy Kunes.

Representatives from the news media included Chris Morelli and Jeremy Hartley.

CNET staff were present.

III. PUBLIC COMMENT

IV. MEETING MINUTES

Minutes from the Tuesday, April 30, 2019 Board of Commissioners' meeting.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the meeting minutes from April 30, 2019.

V. PROCLAMATION

- A. Proclamation No. 12 of 2019 – Trish Meek of the Centre Regional Planning Agency joined the Board to share activities and education programs happening in the Centre Region for bike month. Centre Moves and Mount Nittany are sponsoring a program called Push the Pedal to challenge residents by earning badges as they log miles. The CRPA has helped with many projects including the Howard Rail Trail and a new connection for Patton and Ferguson Township starting at Carnegie Drive and leading to the Tudek Circleville Bike Path. For more activities, check out centrebike.org.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 12 of 2019, proclaiming May 17, 2019 as Bike to Work Day and May 2019 as Bicycle Awareness Month in Centre County.

- B. Proclamation No. 13 of 2019 – Sheriff Bryan Sampsel and Lieutenant Weaver announced the annual Law Enforcement Memorial Service that will be held at the Centre County Courthouse on Wednesday, May 15 at Noon. This service pays tribute to the law enforcement officers who serve and protect with courage and dedication.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 13 of 2019 proclaiming May 15, 2019 as Peace Officers Memorial Day and May 12-18, 2019 as National Police Week in Centre County.

VI. REQUEST FOR PROPOSALS

Office/Space Locations and Buildout – Deputy Administrator Bob Jacobs asked the Board to approve solicitation for the leasing and buildout of office space within the boundaries of Magisterial District Court No. 49-1-01 and Magisterial District Court No. 49-3-05. The County owns two of its six Magisterial District Court Offices.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve advertisement of the RFP - Office/Space Locations and Buildout for Magisterial District Court No. 49-1-01 and Magisterial District Court No. 49-3-05.

VII. CONTRACTS

- A. Correctional Facility – Warden Chris Schell presented an intergovernmental housing agreement with Northumberland County. The contract rate is \$65 per day for the period of April 1, 2019 through December 31, 2019 – Dept. 333.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the intergovernmental agreement with Northumberland County to next week's Consent Agenda.

- B. Court Administration – Administrator Margaret Gray presented the following items:

i. Proposal from Vigilant Security

1. Replacement of the panic alert system by Vigilant Security Inc. in the amount of \$1,959.83 each for the Centre Region and Pugh Street Magisterial District Judges Offices – Dept. 252/257.
2. Central Station Monitoring service provided via Bosch Connetix Cellular Communicator at a rate of \$40 per month per office – Dept. 252/257.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the proposal from Vigilant Security Inc. to next week's Consent Agenda.

- ii. Contract renewal with Thomson Reuters to provide Westlaw Proflex. The contract total is \$180,227.79 for the period of May 9, 2019 through May 8, 2022 – Dept. 271.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract renewal with Thomson Reuters.

- C. Information Technology Services – Chad Joyce presented a contract with Blue Jeans Network, Inc. to provide video conferencing for the Bellefonte Magisterial District Judges Office. The contract rate is \$49 per month a total of \$588 for the period of May 1, 2019 through April 30, 2020 – Dept. 142

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Blue Jeans Network, Inc. to next week's Consent Agenda.

- D. Human Services – Human Services Administrator Natalie Corman presented the following items:

- i. MH/ID/EI – Agreement with Danville State Hospital for continuity of care. There is no cost for this agreement for the period of July 1, 2019 through June 30, 2022 – Dept. 561.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the agreement with Danville State Hospital to next week's Consent Agenda.

ii. Children and Youth Services

1. Quarterly report for the period of July 1, 2018 through March 31, 2019 – Dept. 511.
2. Contract renewal with Premier Biotech to provide drug testing and supplies. The contract total is \$7,500, which is funded as follows: State \$6,000 and County \$1,500 for the period of January 1, 2019 through December 31, 2019 – Dept. 511.
3. Contract renewal with Families United Network, Inc. to provide foster/residential services for dependent/delinquent youth. The contract total is \$67,000, which is funded as follows: State \$53,600 and County \$13,400 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
4. Contract renewal with Daybridge Child Development Center to provide childcare services. The contract total is \$3,500, which is funded as follows: State \$2,800 and County \$700 for the period of March 1, 2019 through June 30, 2019 – Dept. 511.
5. North American Master Services Agreement with Language Line Services, Inc. to provide over the phone language interpretation. The contract total is estimated at \$500, which is funded as follows: State \$400 and County \$100 for the period of January 1, 2019 through December 31, 2019 – Dept. 511.
6. Contract renewal with the Bair Foundation to provide foster care

services for dependent/delinquent youth. The contract total is \$30,000, which is funded as follows: State \$24,000 and County \$6,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.

7. Contract renewal with Lifespan Family Services to provide foster care services for dependent/delinquent youth. The contract total is \$64,000, which is funded as follows: State \$51,200 and County \$12,800 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add items 1-7 for Children and Youth Services to next week's Consent Agenda.

- E. Prothonotary – Margaret Gray presented an annual licensing with DRS Imaging Services Inc. for the ScanPro microfiche scanner/reader. The total cost is \$249 for the period of May 2, 2019 through May 1, 2020 – Dept. 223.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the annual licensing with DRS Imaging Services Inc. to next week's Consent Agenda.

VIII. LETTER OF SUPPORT

Margaret Gray introduced a letter of support on behalf of Central Intermediate Unit 10 to secure funding from the United States Department of Agriculture (USDA) for a Distance Learning and Telemedicine grant application – Dept. 111.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support on behalf of Central Intermediate Unit 10.

IX. CONSENT AGENDA

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve this week's Consent Agenda.

- A. Central Booking – Contract renewal with the Pennsylvania Chiefs of Police Association to provide 24/7 maintenance on CPIN and LiveScan systems. The new LiveScan all in one system installed on April 11 includes one year of warranty and service with the purchase agreement. The contract total is \$4,520 for one year of CPIN maintenance and four months prorated maintenance of LiveScan for the period of January 1, 2019 through December 31, 2019 – Dept. 334.
- B. Correctional Facility
 - i. Renewal SAVIN maintenance and service agreement with the Pennsylvania District Attorney's Institute. This service provides notification to victims upon an offenders release from Prison. There is no cost for this contract for the period of January 1, 2019 through December 31, 2019 – Dept. 333.
 - ii. Contract addendum with cb3 Solutions, LLC to provide additional services

for the waste load study in 2019. cb3 Solutions, LLC will provide professional engineering services to the Correctional Facility as they begin a new municipal industrial pre-treatment program with Bellefonte Borough. The contract total is \$1,500 for the period of May 7, 2019 through December 31, 2019 – Dept. 333.

- C. Emergency Communications – Consider decommissioning and removal of a 9-1-1 tower site in Rush Township. Total cost to remove the site and restore the area to its original condition is \$10,738.60.
- i. Proposal from Centre Communications, Inc. to remove all tower components including antennas, mounts, feedlines, and tower steel in the amount of \$7,362 to be completed by July 31, 2019 – Dept. 354.
 - ii. Proposal from T.M. Perryman Excavating in the amount of \$6,468.60 – Dept. 354.
 1. Demolition of the shelter and landscape work at the 9-1-1 tower site in Rush Township in the amount of \$3,106.60.
 2. Road maintenance at the Port Matilda and Pine Hill tower sites in the amount of \$3,362.
- D. Planning - Revision to the Federal Fiscal Year 2015 Community Development Block Grant (CDBG) budget with the Department of Community and Economic Development to reallocated \$4,319 that remains from the Julian Sewer Plant Activity as follows: \$1,626 to the Unionville master water meter project, \$1,654 to the Moshannon water meter project, and \$1,039 to the Potters Mills sewer system project. The project total is \$4,319 for the period of July 27, 2016 through July 26, 2019 – Dept. 151.
- E. Recorder of Deeds – Agreement with Worldpay, LLC and Government Payment Services, Inc. to provide GovPayNet Payment Network to accept payments on the County's behalf made using credit and debit cards. Cardholders will be charged a service fee, this contract is at no cost to the County for the period of May 7, 2019 through May 6, 2020 – Dept. 133.
- F. Risk Management
- i. Deductible Reimbursement and Security Agreement with PMA for the period of January 1, 2019 through January 1, 2020 – Dept. 112.
 - ii. CNS accident insurance policy for the Retired Senior Volunteer Program through The CIMA Companies, Inc. The total premium is \$628.90, which is funded as follows: Federal \$440.23 and County \$188.67 for the period of July 1, 2019 through July 1, 2020 - Dept. 112.

X. ADMINISTRATOR'S REPORT

There were no items to report.

XI. LIQUID FUELS

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, MAY 7, 2019

PAGE 6

Director of Financial Management Tom Martin presented a liquid fuels application to PennDOT from Huston Township in the amount of \$20,000 for the purchase of a Ford F-250 truck – Dept. 411.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve submission of the liquid fuels application to PennDOT.

XII. FEE FOR LOCAL USE

XIII. CHECK RUN

Commissioner Higgins reported that an excess of \$10 million in local property taxes were received and transferred to money market accounts. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run in the amount of \$11,759,963.36 dated May 3, 2019.

XIV. DISCUSSION ITEMS

XV. RECOGNITION

XVI. C-NET REQUESTS

XVII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 107,531 registered voters in Centre County. The precinct of the week is #35 Unionville Borough with 180 registered voters. In the General Election there were 121 ballots cast for a voter turnout of 67.22%.

B. Announcements

XVIII. EXECUTIVE SESSION REPORT

XIX. PUBLIC MEETING SCHEDULE

Tuesday, May 7, 2019

BOC Meeting – 10:00 AM – Room 146WB

Thursday, May 9, 2019

Prison Board of Inspectors – 8:00 AM - CCCF

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

Tuesday, May 14, 2019

BOC Meeting – 10:00 AM – Room 146WB

Thursday, May 16, 2019

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

XX. BID / PROPOSAL SCHEDULE

BOARD OF COMMISSIONERS' MINUTES

TUESDAY, MAY 7, 2019

PAGE 7

Wednesday, May 8, 2019

RFP – Holt Memorial Library – Optional Pre-Proposal Meeting

Friday, May 24, 2019

RFP – Holt Memorial Library – Responses Due

Tuesday, May 28, 2019

RFP – Holt Memorial Library – Opening

Tuesday, June 11, 2019

RFP – Holt Memorial Library – Contract Award

XXI. ELECTION ANNOUNCEMENTS

Tuesday, May 14, 2019

Last day to apply for a civilian absentee ballot.

Friday, May 17, 2019

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

Tuesday, May 21, 2019

Municipal Primary

XXII. QUESTIONS FROM THE PRESS

XXIII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to adjourn the meeting at 10:36 AM.

ATTEST:

Margaret N. Gray
Administrator