



BOARD OF COMMISSIONERS MINUTES

Tuesday, January 10, 2023 10:00 A.M.

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

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I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:01 AM by Chair of the Board Mark Higgins.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Mark Higgins, Commissioner Michael Pipe, Commissioner Steven Dershem, Administrator John Franek Jr., and Executive Office Supervisor Erin Good.

County personnel present included Deputy Administrator Natalie Corman, Ray Stolinas, Liz Lose, Krista Davis, Chris Schnure, Xochi Confer, Dave Lomison, Human Services Administrator Julia Sprinkle, Peter Butler, and Nick Barger.

Guests present included Solicitor Betsy Dupuis, Amber Concepcion, and Greg Stewart.

Representatives from the news media included Gary Sindersen and Breanna Hanley.

C-NET staff were present.

III. PUBLIC COMMENT

There were no comments received from the public.

IV. ADDITIONS TO THE AGENDA

There were no additions made to the agenda.

V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners Meeting held on January 3, 2023.

Action: On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the meeting held on January 3, 2023.

VI. CONTRACTS – AUTHORIZATION

- A. Elections – Administrator John Franek Jr. asked the Board to approve a contract renewal with Phoenix Graphics, Inc. to provide absentee and mail-in ballot printing and mailing services for the 2023 General Primary. The price per ballot is \$1.61 for black print for less than 500 ballots per day, \$1.64 for color print for less than 500 ballots per day, \$1.38 for black print for more than 500 ballots per day and \$1.41 for color print for more than 500 ballots per day. The contract total is estimated at \$21,000 for the period of March 15, 2023 to July 1, 2023 – Dept 131.

Action: On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Phoenix Graphics, Inc to next week's Consent Agenda.

B. Planning and Community Development

- i. Ray Stolinas asked the Board to approve the 2023 rate schedule for Donald M. Franson of Franson Engineering and Surveying to provide professional engineering services. The 2023 rate schedule outlines fees that are passed through to applicants for administration of the County's Subdivision and Land Development Resolution 2 of 2023. A lump sum of \$85.00 per meeting will be charged for meeting attendance regardless of the time actually incurred – Dept. 151.

Engineering Services	2018 Rates	2023 Rates
Professional Engineer	\$70.00	\$80.00
Technician II	\$40.00	\$50.00
Secretarial	\$30.00	\$30.00
Mileage	\$0.45/mile	\$0.55/mile
Meeting attendance	\$75.00	\$85.00

Action: On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the 2023 rate schedule with Franson Engineering and Surveying.

- ii. Ray Stolinas and Xochi Confer asked the Board to approve the Memorandum of Understanding (MOU) with the Centre Regional Planning Agency establishing joint rights and responsibilities of each party in completing transportation and project development activities on behalf of the Centre County Metropolitan Planning Organization (CCMPO). The County's contribution for the MOU is \$152,278 for the period of January 1, 2023 through December 31, 2023 – Dept. 151.

Action: On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to add the Memorandum of Understanding to next week's Consent Agenda.

- C. **Risk Management**– Krista Davis asked the Board to approve the submission of a renewal application to the County's insurance carrier, The Pennsylvania Counties Risk Pool (PCoRP) to establish insurance rates for 2023-2024. There is no contract total – Dept. 112.

Action: On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the submission of a renewal application to the County's insurance carrier, The Pennsylvania Counties Risk Pool (PCoRP).

X. LIQUID FUELS – FEE FOR LOCAL USE

- i. Administrator John Franek Jr. asked the Board to approve the Fee for Local Use application for Bellefonte Borough in the amount of \$25,000 for Spring Street improvements and paving – Dept. 412.

Action: On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the Fee for Local Use application for Bellefonte Borough.

XI. CONSENT AGENDA

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

- A. Criminal Justice Planning – Contract renewal with Crossroads Counseling, Inc. for the Men Against Abuse Program (MAAP). MAAP is a mandatory weekly batterers intervention program for offenders who have committed offenses involving domestic violence. MAAP is entirely participant funded. There is no contract total for the period of January 1, 2023 to December 31, 2023 – Dept. 306.
- B. Information Technology Services
- i. Contract renewal with CDW-G to provide annual maintenance and support for Citrix. The contract total is \$14,025 for the period of January 15, 2023 to January 14, 2024 – Dept. 142.
 - ii. Contract renewal with CDW-G to provide Adobe Pro licenses. The contract total is \$19,396 for the period of January 19, 2023 to January 18, 2024 – Dept. 142.
 - iii. Contract with Momentum ECM, LLC to provide licenses for Laserfiche, a document management platform and implementation services/training on the software. The funding for this project will come from the Records Improvement Committee for the first year, which will total \$15,746.25. Years two and three of the contract will be funded by the Records Management Department, which total \$16,600. The three-year contact total is \$32,346.25 for the period of January 11, 2023 to January 10, 2026 – Dept. 142.

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

XII. CHECK RUN

Check run in the amount of \$3,368,743.63 dated January 6, 2023.

Action: On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated January 6, 2023.

XIII. DISCUSSION ITEMS – UPDATES

Review – Responsible Contractor Ordinance – An Ordinance providing for the adoption of certain procedures related to the solicitation and award of certain Centre County Government Construction contracts.

Solicitor Betsy Dupuis stated the Ordinance is closet to Dauphin County's Ordinance which was recently adopted. The Responsible Contractor Ordinance applies only for Centre County Government projects \$250,000 or more. The apprenticeship language encourages the County to reach out to contractors to see what programs they offer and what programs are available. If a project had a time constraint, it could be considered that this Ordinance would not apply.

Commissioner Pipe stated since we are coming to the conclusion of the design for the Centre Crest renovations, it is important that this Ordinance is in place. It is important to have the most skilled workers on site for larger construction projects in the future with safe job sites.

Commissioner Dershem asked about Section 3 Subsection 10 that indicated that at least 70% of workers employed on the workforce should be comprised of either an apprenticeship training work program or are currently enrolled in such programs. Commissioner Dershem stated this may constrict non-union contractors from working on future projects. Solicitor Dupuis stated it does not necessarily constrict non-union contractors, it just means that they need people working for them that have come out of the apprenticeship programs or that they have an apprentice program of their own.

Commissioner Dershem stated that he would like some clarification on this before he would support the Ordinance, so local contractors in the area that are non-union would not be eliminated from future County projects. Commissioner Pipe stated if we can ensure the contractors are the most trained and skilled workers, it would benefit the County. Commissioner Higgins stated that he would like skilled and trained workers on site for future Centre County Government projects. The Board plans on working on the wording of the Ordinance and contacting local organizations such as ABC, CPI and Penn College.

XIV. LETTER OF SUPPORT

- i. Liz Lose and Peter Butler asked the Board to approve the letters petitioning to the Federal Communications Commission and National Telecommunications and Information Administration, Senator Robert Casey, Senator John Fetterman, and Congressman Glenn Thompson to extend the Broadband Map Challenge deadline.

Liz Lose stated the Broadband Map Challenge deadline of January 13th is fast approaching. Liz stated we have done our due diligence and reiterated the importance of the public to fill out the Broadband survey before the deadline.

Peter Butler stated through research, there are many broadband providers that state they do service a household, but many times that is not the case. Liz stated they have the final report from CTC Technology, which has not changed substantially from the previous report and they plan to bring back this item to a future agenda for final adoption.

Action: On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to approve the letters petitioning the extension of the Broadband Map Challenge deadline.

XV. ADMINISTRATOR'S REPORT

Fourth Quarter Report of 2022 – Resolution 7 of 2022.

Administrator John Franek Jr. summarized the fourth quarter report of various contracts that he was able to sign due to Resolution 7 of 2022. John signed eight contracts ranging from \$477 to \$5,720. The grand total of the fourth quarter report was \$16,359.48.

XVI. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem report a total of 99,788 registered voters in Centre County. The Precinct of the week was Precinct #86 Spring East. In the last Election there were 1,259 registered voters with 882 ballots cast for a voter turnout of 70.06%.

B. Announcements

- i. Centre County Government Offices will be closed on Monday, January 16, 2023 in observance of Martin Luther King Jr. Day.
- ii. The Board of Commissioners Meeting scheduled on Tuesday, January 17, 2023 has been CANCELED.

XVII. EXECUTIVE SESSION REPORT

XVIII. PUBLIC MEETING SCHEDULE

Thursday, January 12, 2023

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Tuesday, January 17, 2023

Board of Commissioners – 10 AM – Willowbank 146 – CANCELED

Tuesday, January 24, 2023

Board of Commissioners – 10 AM – Willowbank 146

XIX. QUESTIONS FROM THE PRESS

Commissioner Pipe stated he was sworn in on January 2, 2012 which was a total of 4,031 days in office. He would like to thank his wife Ashley and daughter Brenna for all their support, the residents and voters of Centre County. The team that we have assembled past, present, and future are fantastic. Commissioner Pipe thanked the Department heads, ABC volunteers, C-NET, the public commenters, the elected officials, and his fellow Commissioners. He stated it has been an honor to serve.

Commissioner Higgins and Commissioner Dershem thanked Commissioner Pipe for the eleven years of his service in some of the toughest environments that we can encounter. Commissioner Dershem stated that we have a very good leadership team and he would like to recognize Commissioner Pipe's accomplishments and wished him well.

XX. ADJOURNMENT

On a motion by Commissioner Pipe, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:59 AM.

ATTEST: _____

John Franek Jr.

Administrator