



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, January 14, 2020, 10:00 A.M.

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

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### I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was convened at 10:00 AM by Chair of the Board Michael Pipe.

### II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Chair Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Deputy Administrator Bob Jacobs and Executive Office Supervisor Natalie Smith.

County personnel present included Prothonotary Jeremy Breon, Norm Lathbury, Diana Griffith, Chad Joyce, Kendra Miknis, Terry Trude, Don Gampe, and Tom Backenstoe

Guests present included Vicki Fong.

Representatives from the news media included Chris Morelli, Marley Parish, Evan Hinkley, and Gary Sinderson.

### III. PUBLIC COMMENT

There were no comments received from the public.

### IV. MEETING MINUTES

Minutes from the Tuesday, January 7, 2020 Board of Commissioners' meeting.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the Tuesday, January 7, 2020 Board of Commissioners' meeting.*

### V. CONTRACTS

- A. **Domestic Relations** – Acting Director Don Gampe introduced an intergovernmental agreement by and between the Board of Commissioners, Centre County Sheriff's Office and Court of Common Pleas of Centre County for services provided by the security officer of the Willowbank Building. Expenditures under this agreement will be submitted for reimbursement as Title IV-D related security costs for a 66% reimbursement through Federal Financial Participation. This agreement is for the period of January 1, 2020 through September 30, 2020 – Dept. 281.

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

B. Human Services

- i. Aging – Administrator Margaret Gray presented an affiliation agreement with Lock Haven University to provide an educational experience to the University's students in the baccalaureate program in Social Work. This is similar to the agreement currently in place with Children and Youth. This agreement is for the period of January 1, 2020 through December 31, 2022 – Dept. 521.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the affiliation agreement with Lock Haven University to next week's Consent Agenda.*

- C. Planning – Diana Griffith and Norm Lathbury presented to the Board the appropriations for the 2020 Program Year of the Agricultural Land Preservation Program. Appropriations include \$80,000 standard County allocation, \$9,548 in 2019 Clean and Green interest, \$50,250 commitment from Ferguson Township under MPP, and \$5,000 commitment from Potter Township under MPP; a total of \$144,798. Norm reported that the program has preserved 58 farms to date – Dept. 846.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add certification of appropriations for the 2020 Agricultural Land Preservation Program to next week's Consent Agenda.*

- D. Probation – Director Tom Backenstoe and Supervisor of the Juvenile department Terry Trude presented a renewal Owner County Agreement with the Central Counties Youth Center, a juvenile detention center jointly owned by Centre, Clinton, Clearfield, Huntingdon, and Mifflin Counties. The total cost of the agreement is \$136,800 for the period of January 1, 2020 through December 31, 2020 – Dept. 305.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Owner County Agreement with the Central Counties Youth Center to next week's Consent Agenda.*

- E. Prothonotary – Prothonotary Jeremy Breon asked the Board to consider a contract renewal with Delafield, McGee and Jones, P.C. for the appointment of Daniel McGee as Solicitor for the Centre County Prothonotary and Clerk of Courts. The contract rate is \$125 per hour, not to exceed \$7,500 during the period of January 1, 2020 through December 31, 2020 – Dept. 223.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with Delafield, McGee and Jones, P.C. to next week's Consent Agenda.*

- G. Capital Projects – Deputy Administrator Bob Jacobs presented an invoice from Eby Paving and Construction for paving of the High and Penn Street parking lots in the amount of \$63,973. The project was bid for \$61,020 and the invoice reflects an increase of \$2,953 for additional paving material required to ensure proper drainage of the lots – Dept. 971.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the invoice from Eby Paving and Construction to next week's Consent Agenda.*

- H. Court Administration – Deputy Administrator Bob Jacobs presented a Memorandum of Understanding (MOU) with S-C Joint Venture to extend the term of the lease agreement for Magisterial District Office 49-3-05 located at 121 South Pugh Street. The monthly rent will remain \$5,960 for the period of January 1, 2020 through January 31, 2020. An agreement for the remainder of the year is forthcoming – Dept. 257.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the MOU with S-C Joint Venture to next week's Consent Agenda.*

VI. CONSENT AGENDA

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

- A. Letter in response to Executive Order 13888 entitled “Enhancing State and Local Involvement in Refugee Resettlement” – Dept. 111.
- B. Sheriff
- i. Contract renewal with Miller, Kistler, and Campbell for the reappointment of Attorney Tracey Benson to serve as solicitor for the Sheriff's Office. The annual retainer rate is \$2,500 in years one and two, then increases to \$3,000 for years three and four. A total cost of \$11,000 for the period of January 1, 2020 through December 31, 2023 – Dept. 211
  - ii. Contract renewal with Ronald J. Gilligan to provide real estate auctioneer services. The contract rate is \$50 per sale for the period of January 1, 2020 through December 31, 2023 – Dept. 211.
  - iii. Contract renewal for the software maintenance agreement with Teleosoft, Inc. County Suite: Sheriff. The contract total is \$12,399 for the period of January 1, 2020 through December 31, 2020 – Dept. 211.

- D. Court Administration – Contract renewal with the Center for Alternatives in Community Justice (CACJ). The contract includes the pre-trial release program (\$136,086), Youth Aid Panel (\$2,500) and Mediation Custody Court Program. CACJ is requesting that time spent in court and travel expense be paid (\$3,969). The pre-trial release program is funded equally by the Court and Correctional Facility (\$68,043). The contract total is \$142,555 for the period of January 1, 2020 through December 31, 2020 – Dept. 271.
- E. Conservation District
- Resolution 3 of 2020 – Urging the reauthorization of collection of fees to the abandoned mine land reclamation fund – Dept. 822
- F. Correctional Facility – Contract renewal with the Pennsylvania District Attorney's Institute for the SAVIN maintenance and service agreement. This service provided notification to victims upon the offenders release from prison. There is no cost for the contract for the period of January 1, 2020 through December 31, 2020 – Dept. 333.
- G. Elections – Proposal from William Penn Printing Company to print election ballots at a rate of \$0.26 per ballot for the period of January 1, 2020 through December 31, 2024 – Dept. 131.
- H. Planning
- i. Memorandum of Understanding (MOU) for the Final Land Development Plan for All Storage Solutions, LLC Phase Two; CCPCDO File No. 181-19. This proposal represents the next in a series of development phases for All Storage Solutions, LLC, showing an additional two (2) storage buildings, one designated for RV storage (17 units) and the other building comprising 58 individual self-storage units as well as corresponding infrastructure to service the proposed land development activity. Located along the eastern boundary of Rock Road (T-376) at its intersection with Fox Hill Road (T-784) in Benner Township – Dept. 151.
- ii. Memorandum of Understanding (MOU) for the Revised Preliminary Land Development Plan for The Village of Nittany Glen CCPCDO File No. 199-19. This proposal represents a revision to the previously approved preliminary land development plan for The Village of Nittany Glen whereby the plans will now reflect a change in building type for a portion of the development by proposing 14 duplex buildings in lieu of single-family residences with corresponding infrastructure. The total buildout is proposed to contain 323 residential units with 182 proposed units and 141 units (including a clubhouse facility) already approved for development. The Village of Nittany Glen development complex is located along Fillmore Road approximately  $\frac{3}{4}$  of a mile from its intersection with Fox Hill Road in Benner Township – Dept. 151.

iv. Memorandum of Understanding (MOU) for the Final Land Development Plan for The Village of Nittany Glen Phase IV; CCPCDO File No. 201-19. This proposal represents the next in a series of development phases for The Village of Nittany Glen, showing an additional 86 housing sites (58 single family units and 28 duplex units) with corresponding infrastructure. The total development area comprises 25.016 acres and lies within The Village of Nittany Glen development complex located along Fillmore Road approximately  $\frac{3}{4}$  of a mile from its intersection with Fox Hill Road in Benner Township – Dept. 151.

VII. LETTER OF SUPPORT

VIII. ADMINISTRATOR'S REPORT

There were no items to report.

IX. LIQUID FUELS

Administrator Margaret Gray presented the following projects for payment:

- A. Payment in the amount of \$20,000 to College Township for project #19-14204-001 for the East College Avenue and Elmwood Street intersection project – Dept. 411.
- B. Payment in the amount of \$1,081 to Unionville Borough for project #19-14411-001 for the replacement of street signs – Dept. 411.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Liquid Fuels payment to College Township and Unionville Borough.*

X. FEE FOR LOCAL USE

XI. PRESENTATION

XII. DISCUSSION ITEMS

Commissioner Higgins introduced Ellen Matis to announce the results from the SpringBoard Start Up Challenge. There were six entries for this year's marketing competition and upon review by the committee, only one winner was selected. Belle Mercantile, which will be opening this spring in Bellefonte, was selected as the winner and awarded a \$2,000 prize. Ellen reported that many of the entries did not provide the required information or did not follow the mission of SpringBoard.

Ellen also announced the opening of Studio 1795 a professional coworking space for networking, social gatherings, and space that may be reserved for meetings or events. With the opening of Studio 1795, SpringBoard will no longer be open as a coworking space on Water Street. Through a partnership with Studio 1795, SpringBoard will be located inside Studio 1795 and will focus on offering business resources.

With the closure of the Water Street office, Commissioner Dershem asked how the change will impact the County budget. Ellen explained that the landlord has agreed to

let the County out of lease and Commissioner Higgins added that there will be a decrease to the County budget for SpringBoard.

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

ABC	Name	Action	Term
SEDA COG Board of Directors	Mark Higgins	Re-Appointment	January 1, 2020 – December 31, 2020
SEDA COG Board of Directors	Lisa Strickland	Appointment	January 1, 2020 – December 31, 2020
SEDA COG Board of Directors	Dennis Hameister	Term Expiration	January 1, 2019 – December 31, 2019

*Action: On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted unanimously to the ABC appointment, re-appointment, and term expiration.*

XIV. CHECK RUN

Check run in the amount of \$453,104.24 dated January 10, 2020.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated January 10, 2020.*

XV. C-NET REQUESTS

Sponsorship for the taping of five Civil War Round Table meetings to be held during the months of April, May, July, August, and October in 2020.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve CNET sponsorship for the Civil War Round Table meetings.*

XVI. RECOGNITION

XVII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 109,121 registered voters in Centre County. The precinct of the week is Howard Township #58 with 580 registered voters. In the General Election there were 288 ballots cast for a voter turnout of 49.66%.

B. Announcements

Centre County Government Offices will be closed on Monday, January 20 in observance of Martin Luther King Jr. Day.

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XIX. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XX. PUBLIC MEETING SCHEDULE

Tuesday, January 14, 2020

BOC Meeting- 10:00 AM - Room 146WB

Board of Assessment and Revision of Taxes - 11:00 AM - Room 146WB

Thursday, January 16, 2020

Retirement Board - 11:00 AM - Room 146WB

XXI. BID / PROPOSAL SCHEDULE

XXII. ELECTION ANNOUNCEMENTS

Tuesday, January 28, 2020

First day to circulate and file nomination petitions.

Tuesday, February 18, 2020

Last day to circulate and file nomination petitions.

Wednesday, February 19, 2020

First day to circulate and file nomination petitions.

XXIII. QUESTIONS FROM THE PRESS

Gary Sinderson asked about the contract with the Centre County Youth Detention Center and if discussions continue regarding children under the influence of methamphetamine.

Gary Sinderson asked about Census 2020 and whether Centre County ranks among the increasing Counties in Pennsylvania.

Evan Hinkley asked about the letter on this week's consent agenda regarding Executive Order 13888.

XXIV. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:30 AM.

ATTEST:

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Margaret N. Gray  
Administrator