



BOARD OF COMMISSIONERS' MINUTES

Thursday, January 14, 2021, 10:00 A.M.

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I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:09 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Executive Office Supervisor Natalie Smith, Director of Human Resources Kristen Simkins and Human Resource Analyst Geri Sorgen.

County Personnel present included Jill Savage, Controller Jason Moser, Human Service Administrator Natalie Corman, Prothonotary Jeremy Breon, Ryan Smeltzer, Travis Walker and Betsy Barndt.

Guests present included Nathan Varner, Anonymous, 18142481990 and 18146323374.

Representatives from the news media included Peyton Kennedy, WJAC and Marley Parish.

II. PUBLIC COMMENT

There were no comments received from the public.

III. MEETING MINUTES

Minutes from the Thursday, January 7, 2021 Board of Commissioners' Meeting.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from January 7, 2021.*

IV. COVID-19 PLANNING AND RESPONSE

County Relief Block Grant – Controller Jason Moser asked the Board to approve funding of a CARES Act: COVID 19 County Relief Block Grant (CRBG) business grant for Troy's Philadelphia Style Hoagies. This is a replacement payment; the initial payment was paid out using old vendor data. The Controller's Office is working with Solicitor Betsy Dupuis to recoup the funds distributed in error. Correspondence has been sent to the former business partner Delbert Meeker, who received and cashed the payment, allowing him 30 days to respond before further action is taken. The business will receive funds based on eligible Department of Community and

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Economic Development (DCED) expenses and/or lost revenue. The grant award is \$10,000.00.

V. PERSONNEL ITEMS

A. Children and Youth Services

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Children and Youth Services items i-iii.

- i. Appointment for Raven D. McCloskey, full-time Caseworker 1, C&YS, (p.c. #08, non-exempt, replacing D. Etters), at SG-N11A(01)--\$15.59/hour, effective January 25, 2021, pay period 3. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$10,684, annualized salary savings for 2022 \$7,176 – Dept. 511.
- ii. Personnel requisition for full-time Fiscal Technician, C&YS, (p.c. #43, non-exempt, replacing C. Fisher), at SG-N11, effective retro to January 8, 2021, pay period 2 – Dept. 511.
- iii. Personnel requisition for full-time Department Clerk 3 (75)- C&YS, C&YS, (p.c. #44, non-exempt, replacing R. Shevchik), at SG-N08, effective retro to January 8, 2021, pay period 2 – Dept. 511.

- B. Correctional Facility** – On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #80, non-exempt, replacing J. Rearick), at SG-N10, effective retro to January 8, 2021, pay period 2 – Dept. 333.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

Probation – President Judge Pamela Ruest has approved the personnel requisition for full-time Probation Officer 1-PO1, Probation, (p.c. #05, non-exempt, replacing S. Harper), at SG-N13, effective January 12, 2021, pay period 2 – Dept. 301.

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

VIII. NON-PERSONNEL ITEMS

Housing – Betsy Barndt asked the Board to approve a satisfaction piece for Jeffrey Mudry for the premises located at 196 Moose Run Road, Bellefonte - Dept. 815.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the satisfaction pieces for Jeffrey Mudry.*

IX. CONSENT AGENDA

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

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Recorder of Deeds – Proposal from RBA Professional Data Systems, Inc. to develop a recording notification service by April 30, 2021 at a total cost of \$9,885.

Administrator Margaret Gray explained that if the County remains with the current IT provider there would be no maintenance fees for this software. Should the IT provider change, a 15-20% fee of the market price would be applied – Dept. 133.

X. LETTER OF SUPPORT

Letter of support for the University Park Airport's application for funding through U.S. Department of Transportation for incentives regarding additional air service to the Southeastern region of the United States, specifically Charlotte, North Carolina.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support for the University Park Airport.*

XI. AUTHORITIES, BOARDS AND COMMISSIONS

Human Service Administrator Natalie Corman presented revised bylaws of the Drug and Alcohol Planning Council. The revisions allow existing members to serve additional terms of service beyond the original two term limit. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the revised bylaws of the Drug and Alcohol Planning Council.

XII. DISCUSSION ITEMS

XIII. EXECUTIVE SESSION REPORT

The Board of Commissioners met in executive session on Tuesday, January 12 from 11:45 AM to 12:15 PM to discuss a security matter.

XIV. QUESTIONS FROM THE PRESS

XV. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:29 AM.

ATTEST:

Margaret N. Gray
Administrator