



BOARD OF COMMISSIONERS' MINUTES

Tuesday, March 26, 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 10:01 AM on March 26, 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, Robert Jacobs; Executive Assistant, Natalie Bird.

County personnel present included Chris Schnure, Krista Davis, Natalie Corman, and Tom Martin.

Visitors present included Dawn McKee.

Representatives from the news media included Chris Morelli and Evan Hinkley.

CNET staff were present.

III. PUBLIC COMMENT

IV. MEETING MINUTES

Minutes from the Tuesday, March 19, 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 March 19, 2019.

V. PROCLAMATION

Proclamation No. 4 of 2019 – Dawn McKee joined the Board and explained the goal of Sexual Assault Awareness month, raising awareness and prevention. The theme for this years campaign is “I ask” and obtaining consent. She said it is our responsibility to create safe environments in our community. On Monday, April 1, Centre Safe will host a press conference at the Ramada in State College focusing on what programs are available in our community.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to proclaim April 2019 as Sexual Assault Awareness month in Centre County.

VI. REQUEST FOR PROPOSALS

Human Services

Adult Services – Director of Human Services Faith Ryan provided an overview of the review process for the RFP – Homemaker Services/Options Program. It is the recommendation of the review committee that the Board award the contracts to County Homemakers, Inc. and Helpmates, Inc..

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract award for the RFP – Homemaker Services/OPTIONS Program.

VII. CONTRACTS

A. Human Services

i. Adult Services

1. Contract with County Homemakers, Inc. to provide services to the Office of Adult Services' Homemakers Program and the Office of Aging's OPTIONS program at a rate of \$20.40 per hour for home support services and \$20.40 per hour for non-medical personal care services for the period of April 1, 2019 through June 30, 2022 – Dept. 501.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract with County Homemakers, Inc.

2. Contract with Helpmates, Inc. to provide services to the Office of Adult Services' Homemakers Program and the Office of Aging's OPTIONS program at a rate of \$21.00 per hour and for home support services and \$21.00 per hour for non-medical personal care services for the period of April 1, 2019 through June 30, 2022 – Dept. 501.

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

- ii. Event agreement with Nittany Centre Realty LLC to participate in the 19th Annual Adult Health & Lifestyle Expo on Thursday, May 16, 2019 at the Nittany Mall. The cost is \$50 per table for the following departments: Adult Services, Aging, RSVP, Transportation, Veterans Affairs, MH/ID/EI – D&A, and Centre County HOPE; a total of \$350 – Dept. 580.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the event agreement with Nittany Centre Realty LLC.

Commissioner Higgins then made a motion to amend the previous motion to add the event agreement to next week's Consent Agenda, the motion was seconded by Commissioner Dershem and unanimously approved.

- B. MIS/RBA – Chief Information Records Officer Chad Joyce presented a contract renewal with Egnyte to provide secure cloud file sharing and storage. The contract total is \$23,760 for the period of March 28, 2019 through March 27, 2020 – Dept. 142.

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

- C. Risk Management – Krista Davis presented the following items:

- i. Contract with Catapult Health LLC to provide the initial and periodic onsite preventative health and related services to employees and spouses. This agreement is for the period of February 18, 2019 through February 17, 2020 at no cost to the County – Dept. 112.
- ii. Data exchange and confidentiality agreement with Capital Blue Cross and Catapult Health, LLC to provide administrative services in conjunction with on-site wellness and preventative services for employees. This agreement is effective April 2, 2019 at no cost to the County – Dept. 112.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Catapult Health LLC and the data exchange and confidentiality agreement with Capital Blue Cross and Catapult Health, LLC to next week's Consent Agenda.

- D. Planning – Chris Schnure reviewed a memorandum of Understanding (MOU) for the Final Land Development Plan – The Village of Nittany Glen – Phase V-A.1 and V-A.2; CCPCDO File No. 36-19. This proposal represents the next in a series of development phases for The Village of Nittany Glen, showing an additional 20 manufactured housing sites with corresponding infrastructure. The total development area comprises 4.474 acres and lies within The Village of Nittany Glen development complex, being approximately one-quarter miles northeast of its intersection with Fillmore Road in Benner Township – Dept. 151.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the MOU for the Final Land Development Plan – The Village of Nittany Glen – Phase V-A.1 and V-A.2 to next week's Consent Agenda.

- E. Commissioners – Margaret Gray asked the Board to consider a listing in the Business Directory of the 2019-2020 Centre County Visitors Map and Business Directory. The total cost is \$255 – Dept. 111.

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

VIII. LETTER OF SUPPORT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add a letter of support for Appalachian Food Works to the agenda.

Commissioner Higgins requested a letter of support for Appalachian Food Works' application to the US Department of Agriculture to secure funding through the Rural Business Development Grant.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support for Appalachian Food Works.

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. Human Services

- i. Transportation – Purchase of a 2019 Ford Ranger XL 4x4 Super Cab truck from Tri-Star Ford of Tyrone, Inc. through the COSTARS program. The truck will be for use in the Mosquito-borne Disease Control Program. The vehicle will be purchased utilizing approved grant funds with a total cost of \$25,022.84 – Dept. 532.

- B. Criminal Justice Planning – Advisory Board bylaws for the Centre County Heroin & Opioid Prevention and Education (HOPE) Initiative – Dept. 306.

- C. Correctional Facility – Memorandum of Understanding (MOU) with the Pennsylvania State Police to investigate all Prison Rape Elimination Act (PREA) allegations arising at the correctional facility. There is no cost for this agreement – Dept. 333.

D. Court Administration

- i. Contract renewal with Tammy Smeal to provide cleaning services at the Philipsburg MDJ Office. The contract rate is \$365 per month and \$900 for a one time service to strip and wax the floor, a total of \$5,280 for the period of January 1, 2019 through December 31, 2019 – Dept. 254.
- ii. Contract renewal with Pitney Bowes for a mailing machine in the State College II Magisterial District Judges Office. The contract total is \$5,862 for the estimated period of April 1, 2019 through March 31, 2024 – Dept. 257.

- E. Domestic Relations – Pricing Supplement and Pricing Sheet incorporated into and supplementing the then-current Law Enforcement Agency Subscriber Agreement with TransUnion Risk and Alternative Data Solutions, Inc. The contract total is \$100 per month, which is funded as follows: Federal \$66 and County \$34, a total of \$2,400 for the period of May 1, 2019 through April 30, 2021 – Dept. 281.

- F. Probation – 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 \$134,960 for the period of January 1, 2019 through December 31, 2019 – Dept. 305.

X. ADMINISTRATOR'S REPORT

XI. LIQUID FUELS

XII. FEE FOR LOCAL USE

XIII. CHECK RUN

Commissioner Higgins presented the check of the week as a series of checks to foster parents. Final payment to ES&S for purchase of the new voting machines is included in the check run. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run in the amount of \$1,765,967.23 dated March 22, 2019.

XIV. DISCUSSION ITEMS

XV. RECOGNITION

XVI. C-NET REQUESTS

XVII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 107,438 registered voters in Centre County. The precinct of the week is #30 State College East Central 3 with 1,113 registered voters. In the November General Election there were 233 ballots cast for a voter turnout of 20.93%.

B. Announcements

XVIII. EXECUTIVE SESSION REPORT

XIX. PUBLIC MEETING SCHEDULE

Tuesday, March 26, 2019
BOC Meeting – 10:00 AM – Room 146WB

Thursday, March 28, 2019
Finance Committee – 9:00 AM – Room 146WB
BOC/Salary Board – 10:00 AM – Room 146WB
Retirement Board – 11:00 AM – Room 146WB

XX. BID / PROPOSAL SCHEDULE

Tuesday, March 26, 2019
Proposal Award – RFP Homemaker Services/OPTIONS Program

Thursday, April 11, 2019
Deadline for Submission of Proposals – RFP Crisis Diversion Services

Tuesday, April 16, 2019
Opening of Proposals – RFP Crisis Diversion Services

Tuesday, April 30, 2019
Proposal Award – RFP Crisis Diversion Services

XXI. ELECTION ANNOUNCEMENTS

Wednesday, March 27, 2019

Last day for withdrawal by candidates who filed nomination petitions.

Monday, April 22, 2019

Last day to register before the primary.

Tuesday, April 23 – Thursday, April 25, 2019

Election Board Training Classes – CCCF Community Room – 9 AM, 2 PM, and 6 PM

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 10:31 AM.

ATTEST:

Margaret N. Gray
Administrator