



BOARD OF COMMISSIONERS' MINUTES

Tuesday, April 2, 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 April 2, 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 Julia Sprinkle, Mary Ann Zimmerman, Kristen Simkins, Chuck Witmer, Joyce McKinley, Tom Martin, Brian Querry and Sue Hannegan.

Visitors present included Derek Kalp and Maureen Sufko.

Representatives from the news media included Chris Morelli, Vincent Corso, and Gary Sinderson

CNET staff were present.

III. PUBLIC COMMENT

IV. MEETING MINUTES

Minutes from the Tuesday, March 26, 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 26, 2019.

V. PROCLAMATIONS

- A. Proclamation No. 5 of 2019 – Margaret Gray asked Director of Human Resources to join her in highlighting programs and to public awareness to the variety of services provided to citizens of Centre County. Margaret described services such as voter registration, 911 call center, marriage certificates, property assessment, first time home buyers, gas pumps certified by weights and measures; human services such as children and youth, veterans, mental health and meals on wheels. With approximately 570 employees, Kristen provided facts about County employees. In 2018, emergency communications answered 137,696 phone calls, 751 marriage certificates were issued, \$10 million were collected in child support, processed 6,596 voter registration applications, issued approximately 12,000 dog licenses, and participated in two drug take back days.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 5 of 2019, proclaiming April 2019 as National County Government and Centre County Employee Appreciation Month.

- B. Proclamation No. 6 of 2019 – Director Julia Sprinkle was joined by Mary Ann Zimmerman to announce Child Abuse Prevention and Awareness Month. Mary Ann said Centre County is fortunate to have so many community partners and organizations that work with Children and Youth Services on prevention.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 6 of 2019, proclaiming April 2019 as Child Abuse Prevention and Awareness Month.

VI. CONTRACTS

- A. Controller – Controller Chuck Witmer presented a contract renewal with MAXIMUS Consulting Services, Inc. for development and delivery of three central services cost allocation plans that identify various costs incurred to support federal programs. Plans will become the basis for reimbursable program charges for calendar years 2020 through 2022. Contract is \$6,700 per year, a total of \$20,100 for the period of March 1, 2019 through March 31, 2022 – Dept. 125.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with MAXIMUS Consulting Services, Inc. to next week's Consent Agenda.

- B. Correctional Facility – Margaret Gray provide an overview of the intergovernmental housing agreement with Bedford County. The contract rate is \$65 per day for the period of March 1, 2019 through December 31, 2019 – Dept. 151.

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

- C. Elections – Director Joyce McKinley provided an overview of the voting machine purchase. In October, the County received a letter from the Commonwealth providing notification of the allocated HAVA grant funds for Centre County, which is determined by voter registration count. Upon recommendation of the Board of Elections, the Board of Commissioners approved purchase of new voting machines from Elections System and Software in February 2019. Tom Martin added that the total purchase price of \$860,571.75 is now paid in full. Joyce requested the Board approval to send a letter to the Bureau of Commissions – Elections and Legislation to begin the process to request and receive HAVA grant reimbursement funds in the amount of \$180,027.57 – Dept. 131

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve a letter to Bureau of Commissions

- D. Human Resources – Director Kristen Simkins presented a contract with South Hills School of Business and Technology to provide 36 hours of training to Centre County Employees. The courses for Microsoft Excel and Microsoft Word will each cover intermediate and advanced training. Six classes will be held with a maximum of 16 attendees per class. The contract total is \$4,500 for the period of April 4, 2019 through May 31, 2019 – Dept. 114.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with South Hills School of Business and Technology to next week's Consent Agenda.

VII. LETTER OF SUPPORT

Interim Planning Director Sue Hannegan presented the following items:

- A. Derek Kalp joined Sue to ask the Board for a letter of support for College Township's grant funding request to the PA Department of Conservation and Natural Resource Community Conservation Partnership Program for the development of a master plan for Spring Creek Park. Designed and constructed in the 1970's, the master plan includes improvements to recreation and fitness facilities, upgrades to the play areas, and improved accessibility – Dept. 111.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of Support for College Township.

- B. Maureen Sufko joined Sue to ask the Board for a letter of support for State College Borough's grant funding request to the PA Department of Conservation and Natural Resource Community Conservation Partnership Program for park improvements to East Fairmount Park. Improvements will reduce safety hazards, improve accessibility, maintain the open space and add a walking path. The project will be funded through the Community Development Block Grant Program, State College Borough General Fund, in-kind monies and donations – Dept. 111.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add approve the letter of support for State College Borough.

- C. Letter of support for the Friends of Rothrock State Forest's grant funding request to the PA Department of Conservation and Natural Resource Community Conservation Partnership Program for the construction of the first phase (8 miles) of a 60 mile overall trail project with in the Rothrock State Forest. – Dept. 111.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support for the Friends of Rothrock State Forest.

- D. Letter of support for ClearWater Conservancy's grant funding request Greenways, Trails and Recreation Program Funding. – Dept. 111.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support for Clearwater Conservancy.

VIII. DISCUSSION ITEMS

Sue Hannegan announced the Soldiers and Sailors Memorial and Curtain Monument were selected to be part of the 2019 Tour of Honor. It will be one of seven veterans' memorials in Pennsylvania included in the nationwide tour. Brian Querry said this is a good way to remember the fallen and those who gave the ultimate sacrifice.

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. 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.

B. Risk Management

- 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.

- C. Planning – 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.

- D. Commissioners – Listing in the Business Directory of the 2019-2020 Centre County Visitors Map and Business Directory. The total cost is \$255 – Dept. 111.

X. ADMINISTRATOR'S REPORT

Margaret Gray reported that the Equipment Storage Building at the Public Safety Training Site is near completion. Due to the weather, they are waiting for the moisture to come out of the concrete before the final coating is applied.

The Centre Crest Parking lot project is in the final phase with the retaining wall construction now underway.

XI. LIQUID FUELS

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XII. FEE FOR LOCAL USE

XIII. CHECK RUN

Commissioner Higgins reported the check for the week was to Joseph C. Hazel Inc. in the amount of \$9,519.30. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run in the amount of \$1,151,767.73 dated March 29, 2019.

XIV. RECOGNITION

XV. C-NET REQUESTS

- A. Sponsorship for the taping of the Centre County League of Women Voters Candidates Night on Tuesday, April 30 and Wednesday, May 1, 2019 to be held in the State College Borough Council Chambers at 7:00 PM.
- B. Sponsorship of a bulletin board message for the Centre County League of Women Voters Candidates Night to be advertised April 16 through May 1, 2019.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve sponsorship for the taping and bulletin board message for the Centre County League of Women Voters Candidates Night.

XVI. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 107,440 registered voters in Centre County. The precinct of the week is #31 State College West 1 with 784 registered voters. In the general election they had 522 ballots cast for a voter turnout of 66.58%.

B. Announcements

XVII. EXECUTIVE SESSION REPORT

The Board met in Executive Session on March 28 from 10:00 - 10:30 AM for a personnel matter and 10:10 - 12:50 PM for a personnel and legal matter. They will meet in executive session following the meeting today.

XVIII. PUBLIC MEETING SCHEDULE

Tuesday, April 2, 2019

BOC Meeting - 10:00 AM - Room 146WB

Thursday, April 4, 2019

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

Tuesday, April 9, 2019

BOC Meeting - 10:00 AM - Room 146WB

Thursday, April 11, 2019

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Prison Board of Inspectors – 8:00 AM – CCCF
BOC/Salary Board – 10:00 AM – Room 146WB

XIX. BID / PROPOSAL SCHEDULE

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

XX. ELECTION ANNOUNCEMENTS

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

XXI. QUESTIONS FROM THE PRESS

XXII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to move into executive session at 11:02 AM. Executive session was adjourned at 11:37 AM.

ATTEST:

Margaret N. Gray
Administrator