



## BOARD OF COMMISSIONERS MINUTES

Tuesday, April 19, 2022, 10:00 A.M.

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

[Register](#) online to receive a notification when meeting agendas are posted.

---

### I. CALL TO ORDER

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

### II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Deputy Administrator John Franek Jr. and Executive Office Supervisor Natalie Smith.

County personnel present included Prothonotary Jeremy Breon, Tanya Hofford, Joni MacIntyre, Register of Wills Christine Millinder, District Attorney Bernie Cantora, Human Service Administrator Natalie Corman, Register of Deeds Joe Davidson, Krista Davis, Karri Hull, Ray Stolinas, Chad Joyce, and Chris Schnure.

Guests present included Representative Scott Conklin, Vicki Fong, Cindy Polinski, Cindy Pasquinelli, Rich Gadsby, Blaire Plough, Laura Schadle, Margie Swagoda, Tor Michaels, Carley Davis, Brian Dunn, Matt Virgin and Irene Impler.

Representatives from the news media included Gary Sinderson and Payton Kennedy.

C-Net staff were present.

### III. PUBLIC COMMENT

There were no comments from the public.

### IV. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

### V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners Meeting held on Tuesday, April 12, 2022 and the Work Sessions held on Tuesday, March 29, March 31, and April 5, 2022.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Board of Commissioners and Work Session meeting minutes.*

**BOARD OF COMMISSIONERS MINUTES**

**TUESDAY, APRIL 19, 2022**

**PAGE 2**

VI. RESOLUTION

Commissioners

Resolution 6 of 2022- Representative Scott Conklin presented a Resolution in support of legislation prohibiting those with domestic violence convictions from holding state office – Dept. 111.

The Resolution, as adopted by the Board, will be provided to all the Representatives in Centre County and County Commissioner Association of Pennsylvania (CCAP) stated Commissioner Pipe.

Representative Conklin said it is an honor to serve Centre County and to have all the current Centre County Commissioners alongside him.

Many were surprised that this legislation was not already in place.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 6 of 2022.*

VII. ANNOUNCEMENTS

VIII. PROCLAMATION

- A. Proclamation 11 of 2022 – Blair Plough joined the Board in proclaiming **April 2022 as Pennsylvania 8 1 1 Safe Digging Month** in Centre County. Approximately every three minutes a facility is struck and damaged. In 2021, there were over 1 million tickets that have been called in for service to mark underground utilities.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 11 of 2022.*

- B. Proclamation 12 of 2022 – Cindy Pasquinelli, Rich Gadsby, Irene Impller and Cindy Polinski joined the Board in proclaiming the **50th Anniversary of Strawberry Fields, Inc.** in Centre County.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 12 of 2022.*

IX. AMERICAN RESCUE PLAN ACT (ARPA)

X. CONTRACTS – AUTHORIZATIONS

- A. Register of Wills– Register of Wills Christine Millinder presented an agreement with RBA Professional Data Systems to make modifications to the Marriage License screen to comply with National Voter Registration Act (NVRA) for a total of \$2,750 – Dept. 224.

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

- B. Recorder of Deeds – Recorder of Deeds Joe Davidson presented a statement of work from RBA Professional Data Systems for integration of CSC's IRecord software electronic recording service for a total of \$9,000 – Dept. 133.

**BOARD OF COMMISSIONERS MINUTES**

**TUESDAY, APRIL 19, 2022**

**PAGE 3**

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the statement of work from RBA Professional Data Systems to next week's Consent Agenda.*

- C. District Attorney – Risk Manager Krista Davis presented a contract renewal for the District Attorney's Office for professional liability insurance through the National District Attorney's Association for a total of \$30,174 for the period of June 6, 2022 through June 5, 2023 – Dept. 221.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with the National District Attorney's Association to next week's Consent Agenda.*

- D. MH/ID/EI – Human Service Administrator Natalie Corman presented a grant renewal for the First Episode Psychosis Program through the PA Office of Mental Health and Substance Abuse Services (OMHSAS). The contract total is \$178,385.17 for the period of July 1, 2022 to June 30, 2023. – Dept. 561.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the grant renewal for First Episode Psychosis Program through PA OMHSAS.*

- E. Criminal Justice Planning – Director of Criminal Justice Planning Karri Hull asked the Board to authorize submission of a grant application to the Pennsylvania Commission on Crime and Delinquency (PCCD) for the Intermediate Punishment Treatment Program Funds for 2022-2023. The grant total may be up to \$130,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 306.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Karri Hull, Criminal Justice Planning Director, to submit a grant application to the Pennsylvania Commission on Crime (PCCD) for the Intermediate Punishment Treatment Program Funds.*

- F. Correctional Facility – Administrator Margaret Gray presented a memorandum of Understanding (MOU) between Centre County Correctional Facility and the Pennsylvania State Police to investigate all Prison Rape Elimination Act (PREA) allegations – Dept. 333.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the MOU between Centre County Correctional Facility and the Pennsylvania State Police to next week's Consent Agenda.*

- G. Planning and Community Development – Chris Schnure introduced a Memorandum of Understanding (MOU) for the preliminary and final land development plan for Bellefonte Warehouse located in Benner Township; CCPCDO File No. 44-22. This proposal constitutes a final plan submission showing the development of a fulfillment center warehouse being 1,080,289 sq. ft. along with the corresponding infrastructure located on lot 12R (103.5645 acres) at the end of Penntech Drive and Industrial Drive (T-520) within the Benner Commerce Park – Dept. 151.

Carley Davis of Langan Engineering, Brian Dunn of SunCap Property Group and Matt Virgin of SunCap Property Group were present as well.

**BOARD OF COMMISSIONERS MINUTES**

**TUESDAY, APRIL 19, 2022**

**PAGE 4**

Commissioner Dershem inquired about traffic improvements that may be needed on the Benner Pike. Chris explained that there will be minimal impacts with a potential traffic light at PennTech Drive and Benner Pike.

Commissioner Higgins inquired about the drainage control or mitigation that may be in place in case an oil leak were to happen. Chris explained the Benner Township has a storm water management ordinance that addresses the volume and quality of water. There will be types of entrapments and filtrations in the storm water management facility. Carley commented that none of the storm water will be released into the state waters.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the MOU for the preliminary and final land development plan for Bellefonte Warehouse located in Benner Township to next week's Consent Agenda.*

XI. CONSENT AGENDA

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

A. Commissioners

Resolution 5 of 2022 – Expressing the County's intent to issue general obligation, nonelectoral debt for the purpose of financing certain projects of the County, including (I) a Capital Project, and (II) a refunding project – Dept. 111.

B. Planning and Community Development – Memorandum of Understanding (MOU) for the final land development plan for Paul B. and Linda S. Fisher Manufacturing Facility located in Penn Township; CCPCDO File No. 33-22. This proposal constitutes a final plan submission showing the development of a single building being 11,760 square feet to be used retail/light manufacturing of roofing material along with corresponding infrastructure. This proposal is located along the northern right-of-way of Tattletown Road (State Route 2016) approximately ½ mile from its intersection with West Aaron Square (State Route 0045) – Dept. 151.

C. Transportation – Intergovernmental Service Agreement with the Susquehanna Regional Transportation Authority to provide contracted services upon request for shared ride trips. The contract is for the period of July 1, 2022 through June 30, 2023 – Dept. 531.

XII. LIQUID FUELS – FEE FOR LOCAL USE

XIII. CHECK RUN

Check run in the amount of \$1,093,588.56 dated April 14, 2022.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated April 14, 2022.*

XIV. ADMINISTRATOR'S REPORT

First Quarter Report of 2022 - Resolution 1 of 2022.

Administrator Margaret Gray reported 42 contracts approved in accordance with the Resolution.

**BOARD OF COMMISSIONERS MINUTES**

**TUESDAY, APRIL 19, 2022**

**PAGE 5**

XV. LETTER OF SUPPORT

XVI. REPORTS – ANNOUNCEMENTS.

A. Voter Registration Report

Commissioner Dershem reported 105,033 registered voters in Centre County. The precinct of the week is #60 Liberty Township with 1,108 registered voters. In the Municipal Election there 275 ballots cast for a voter turnout of 33.84%.

B. Announcements

XVII. EXECUTIVE SESSION REPORT

The Board of Commissioners met in Executive Session from Monday, April 18 from 2:38-5:01 PM for a personnel matter.

XVIII. PUBLIC MEETING SCHEDULE

**Thursday, April 21, 2022**

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Centre Crest Informational – 11 AM – Willowbank 146

**Tuesday, April 26, 2022**

Board of Commissioners – 10 AM – Willowbank 146

XIX. QUESTIONS FROM THE PRESS

XX. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:58 AM.

ATTEST:

---

Margaret N. Gray

Administrator