



## BOARD OF COMMISSIONERS' MINUTES

Tuesday, April 23 2019, 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 called to order at 10:00 AM on April 23, 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; and Executive Assistant, Natalie Bird.

County personnel present included David Rowles, Jeff Wharran, Chris Schell, Natalie Corman, Bryan Sampsel, Chad Joyce, and Lee Sheaffer.

Guests present included Tom Fountaine, Ed LeClear, Shalen Steinbugl, Rachael Hartman, and Samantha Benz.

Representatives from the news media included Chris Morelli.

CNET staff were present.

### III. PUBLIC COMMENT

### IV. MEETING MINUTES

Minutes from the Tuesday, April 16, 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 April 16, 2019.*

### V. PRESENTATION

State College Borough Manager Tom Fountaine joined the Board with Ed LeClear to introduce the Local Economic Revitalization Tax Assistance (LERTA) Project. LERTA is a tax abatement program and economic development tool commonly used around the commonwealth authorizing local taxing authorities to provide tax exemption for 10 years on construction improvements. State College Borough plans to use LERTA to incentivize redevelopment of aging or deteriorating properties listed in the 1982 Centre Regional Planning Commission Report "Historic Resources of the Centre Region". Properties that qualify would only be those for commercial (non-residential) use with improvements only for rehabilitation or adaptive reuse of the structure, the building may not be demolished. Properties in the LERTA District will be reassessed after improvement and with approval of a LERTA application, the property owner will

pay abated property taxes for a period of ten years. On April 29, the Borough of State College will hold a public hearing at noon in the Council Chambers. All taxing authorities, State College Borough, State College Area School District, and Centre County Government would need to enact legislation for implementation of LERTA.

VI. ANNOUNCEMENT

Samantha Benz announced the Centre County Out of the Darkness Walk would be held on Sunday, April 28 in Sidney Friedman Park, State College. Check-in and registration opens at 11:00 AM with the walk scheduled to start at 1:00 PM. To donate or register, [vistafsp.org/centre](http://vistafsp.org/centre).

VII. PROCLAMATION

Proclamation No. 9 of 2019 – Shalen Steinbugl and Rachael Hartman of Centre Foundation announced the annual Centre Gives event that will take place Tuesday and Wednesday of next week. Centre Gives is a 36-hour online giving event, sponsored by Centre Foundation, designed to support Centre County's local network of non-profits. Since it was established in 2012, the event has invested over \$6.8 million into our community. The event will begin on Tuesday, May 7 at 8 AM and donations can be made by visiting [CentreGives.org](http://CentreGives.org).

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation No. 9 of 2019, proclaiming May 7-8, 2019 as Centre Gives Days in Centre County.*

VIII. CONTRACTS

- A. Commissioners – Margaret Gray presented Change Order No. 07 with general construction contractor J. C. Orr and Son for the Equipment Storage Building Project at the Centre County Public Safety Training Center. This Change Order provides an increase of \$650 to install a new deadbolt latch on the restroom door as directed by the Department of Labor and Industry inspector for building occupancy, increasing the contract total from \$764,974.14 to \$765,624.14. A change order summary, indicating we are \$4,273.74 under budget, for the Equipment Storage Building Project is attached.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Change Order No. 07 with J.C Orr and Son.*

- B. Correctional Facility – Warden Chris Schell presented the following contracts:
- i. Contract with Global Tel\*Link Corp to provide installation, management, operation and maintenance for the following services: inmate telephone services, IP enabled tablets, financial and imaging systems. The contract has a revenue minimum guarantee of \$96,000 annually, paid in equal monthly payments of \$8,000 for the duration of the contract through September 20, 2025 - Dept. 333.

ii. Contract renewal with the Central Pennsylvania Workforce Development Corporation (CPWDC) to provide staff training, training materials, and follow-up support as needed for the WorkKeys program. The contract total is \$66.75 per exam and \$35 for shipping during the period of December 1, 2018 through November 30, 2019 – Dept. 333.

iii. Contract with The Central Pennsylvania Workforce Development Corporation (CPWDC) for a WIN Courseware Agreement to provide onsite WIN Career Readiness Courseware Service. WIN Courseware is an online interactive tool used by CPWDC. The agreement provides unlimited WIN service through the CPWDC license for unlimited administration access, Spanish version, PDF Materials of lessons, WIN Career Exploration, and technical/troubleshooting assistance. The contract total is \$500 for the period of December 1, 2018 through November 30, 2019 – Dept. 333.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contracts with Global Tel\*Link, and CPWDC to next week's Consent Agenda.*

C. Elections – Margaret asked the Board to approve the County Application and Agreement with the Pennsylvania Department of State for the receipt of Federal financial assistance under the provisions of the Help America Vote Act of 2002 (HAVA). This application is for reimbursement of voting equipment replacement and upgrades 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 the County application and agreement with the Pennsylvania Department of State.*

D. Emergency Communications – Dave Rowles presented a lease agreement with T-Mobile Northeast LLC for the Woodward Tower Site. The initial lease for 2019 is \$27,000 with a 2% increase for each succeeding year. The agreement total is \$140,509.09 for the period of April 1, 2019 through March 31, 2024 and will automatically renew for four additional five-year terms – Dept. 354.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the lease agreement with T-Mobile Northeast LLC to next weeks' Consent Agenda.*

E. Emergency Management – Director Jeff Wharran asked the Board to consider submission of the Hazardous Material Emergency Response preparedness assessment for 2018 to the Pennsylvania Emergency Management Agency (PEMA) – Dept. 352.

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

- F. Facilities Management – Director Lee Sheaffer presented a letter agreement with the Benner Township Water Authority for transfer of an Onan generator – Dept. 161.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Letter Agreement with Benner Township Water Authority.*

- G. Human Services – Natalie Corman presented the following items:

- i. Aging – Function agreement with Penn State Hospitality Services on behalf of The Penn Stater Hotel and Conference Center to rent space for the annual Retired Senior Volunteer Program Luncheon on Thursday, October 24, 2019. The space will be provided as a Penn State In-Kind Service in the estimated amount of \$12,000 – Dept. 521.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the agreement with Penn State Hospitality Services.*

- ii. MH/ID/EI – D&A

1. Agreement with Cen-Clear Child Services, Inc. to provide early intervention services which will include occupational therapy, physical therapy, special instruction, speech language pathology, and IFSP teaming. The contract total is \$90,000, which will be funded as follows: State \$81,000 and County \$9,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.
2. Agreement with Strawberry Fields, Inc. to provide early intervention services which will include occupational therapy, physical therapy, special instruction, speech language pathology, and IFSP teaming. The contract total is \$345,000, which is funded as follows: State \$310,500 and County \$34,500 for the period of July 1, 2019 through June 30, 2020 – Dept. 561.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the agreements with Cen-Clear Child Services, Inc. and Strawberry Fields, Inc. to next week's Consent Agenda.*

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add item G. iii.*

- iii. Letter of Support on behalf of Centre Safe and encourage its continued funding by the Pennsylvania Coalition Against Domestic Violence.

*On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support.*

- H. Sheriff – Sheriff Sampsel presented a contract renewal for the software maintenance agreement with Teleosoft, Inc. County Suite: Sheriff. The contract total is \$12,037 for the period of January 1, 2019 through December 31, 2019 – Dept. 211.

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

IX. LETTER OF SUPPORT

Director of Adult Services Faith Ryan asked the Board to consider a Letter of Support on behalf of the Temporary Housing Foundation's (TFH) application to the Pennsylvania Housing Finance Agency (PHFA) to become a Housing Counseling Agency and part of the PHFA Partner Network. THF is a branch of Housing Transitions – Dept. 501.

*Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support for the Temporary Housing Foundation.*

X. CONSENT AGENDA

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

- A. Criminal Justice Planning – Submission of a Project Modification Request to the Pennsylvania Commission on Crime and Delinquency (PCCD) for the 2018-2020 County Intermediate Punishment Program grant. The grant total is \$251,629, which is State funded for the period of July 1, 2018 through June 30, 2020 - Dept. 306.
- B. Emergency Communications
  - i. Contract with Centre WISP Venture Company, LLC for the lease of tower space at the Centre Hall tower site. The contract total is \$10,616.24 for the period of April 23, 2019 through April 22, 2024. After expiration of the initial term, the agreement will automatically renew on an annual basis – Dept. 354.
  - ii. Contract renewal with Voiance Language Services, LLC to provide language interpretation services to 9-1-1. The contract rate is \$.75 per minute, which is billed monthly based on service use for the period of May 10, 2019 through May 9, 2020 – Dept. 354.
  - iii. Contract renewal with NetMotion Software, Inc. to provide maintenance for the secured VPN which police departments use to access CAD and CAD mobile data on computers in their vehicles. The agreement includes 24 x 7 technical support, upgrades, tech notes and web based support, patch and point release at no additional charge, and guaranteed response times. The contract total is \$2,940 for the period of May 18, 2019 through May 17, 2020 – Dept. 354.
- C. Human Services

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i. MH/ID/EI – D&A – Contract with Discovery House to provide drug and alcohol services that include outpatient methadone maintenance services. The contract total is \$5,000, which is funded as follows: State \$4,770 and County \$230 for the period of July 1, 2018 through June 30, 2019 – Dept. 562.

D. Information Technology Services – Contract renewal with Acordex Imaging + Mobile to provide annual support for the third party WEBIA image viewer. The contract total is \$540 for the period of July 6, 2018 through July 5, 2019 – Dept. 142.

E. Risk Management - Professional liability insurance policy for the District Attorney's Office through NDAA Insurance Services. The total premium is \$27,975 for the period of June 6, 2019 through June 6, 2020 - Dept. 112.

XI. ADMINISTRATOR'S REPORT

There were no items to report.

XII. LIQUID FUELS

XIII. FEE FOR LOCAL USE

XIV. CHECK RUN

Commissioner Higgins reported the check of the week was for rent at the Snow Shoe Senior Center in the amount of \$495. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run in the amount of \$1,058,099.89 dated April 17, 2019.

XV. DISCUSSION ITEMS

XVI. RECOGNITION

XVII. C-NET REQUESTS

XVIII. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 107,537 registered voters in Centre County.

B. Announcements

XIX. EXECUTIVE SESSION REPORT

XX. PUBLIC MEETING SCHEDULE

Tuesday, April 23, 2019

BOC Meeting – 10:00 AM – Room 146WB

Thursday, April 25, 2019

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

Retirement Board – 11:00 AM – Room 146WB

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Tuesday, April 30, 2019

BOC Meeting – 10:00 AM – Room 146WB

EBT Meeting – 11:00 AM – Room 146WB

Thursday, May 2, 2019

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

Retirement Board – 11:00 AM – Room 146WB

XXI. BID / PROPOSAL SCHEDULE

XXII. ELECTION ANNOUNCEMENTS

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

XXIII. QUESTIONS FROM THE PRESS

XXIV. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to adjourn the meeting at 11:03 AM.

ATTEST:

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Margaret N. Gray  
Administrator