



BOARD OF COMMISSIONERS MINUTES

Tuesday, May 3, 2022, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, 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 10:00 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., Controller Jason Moser and Executive Office Supervisor Natalie Smith.

County personnel present included Faith Ryan, Quentin Burchfield, Joni MacIntyre, Leah Raker, Julia Sprinkle, Dave Lomison, Melanie Gordon, Chris Schell, Glenn Irwin, Ron Williams, Human Service Administrator Natalie Corman, Rayme Weidel, Chad Joyce, Tanya Hofford and Tracy Martin.

Guests present included Ralph Stewart, Hope Tressler, Julie Heverly and Tom Songer.

Representatives from the news media included Gary Sinderson.

I. PUBLIC COMMENT

There were no comments from the public.

II. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

III. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners Meeting held on Tuesday, April 26, 2022 and the Work Session held on Tuesday, April 12, 2022.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the April 26, 2022 Board of Commissioners' meeting and April 12, 2022 Work Session.*

IV. ANNOUNCEMENTS

V. ORDINANCE

Ordinance 1 of 2022 – Establishing a real estate tax abatement schedule for rehabilitation of commercial property in the Borough of Bellefonte pursuant to the improvement of deteriorating real property or areas of tax exemption act 72, P.S. §§ 4711-101, ET SEQ Dept. 111.

BOARD OF COMMISSIONERS MINUTES

TUESDAY, MAY 3, 2022

PAGE 2

Bellefonte Borough Manager Ralph Stewart introduced the ordinance made possible by the Local Economic Revitalization Tax Assistance (LERTA) law. On January 18, 2022, the Bellefonte Borough met to discuss the prepared abatement and exemptions. This excludes single family, duplexes, short-term rental units, and bed and breakfast establishments. Any person or entity desiring tax exemption must apply to the Borough prior to or at the time of obtaining a building permit. The minimum improvement costs must exceed \$75,000 not including ordinary maintenance expenses.

The ordinance will be advertised on Thursday, May 5, 2022 and will be brought back before the Board on May 17 to be considered for adoption.

Tom Songer of the Torron Group in State College offered public comment in regard to future development.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve advertisement of Ordinance 1 of 2022.*

VI. PROCLAMATION

- A. Proclamation 15 of 2022 – Warden Schell, Deputy Warden Irwin and Deputy Warden Gordon joined the Board in proclaiming **May 1-7, 2022** as **Corrections Employee Week** in Centre County.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 15 of 2022.*

- B. Proclamation 16 of 2022 – Leah Raker, Julie Heverly and Hope Tressler joined the Board in proclaiming **May 2022** as **Foster Care Awareness Month** in Centre County.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 16 of 2022.*

VII. BIDS AND PROPOSALS

- A. Professional Underwriting Services – Chief Financial Officer Joni MacIntyre asked the Board to consider authorizing Public Financial Management (PFM) to solicit information from underwriting firms in connection with the upcoming issuance of General Obligation Bonds, Series 2022 – Dept. 113.

Solicitations will be released tomorrow, May 4, 2022 with selection of an underwriter and interest rates locked in around the middle of June.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the authorization of PFM to solicit proposals.*

- B. Centre County Meals Program – Director Quentin Burchfield asked the Board to table the contract award for the invitation for to provide congregate, in-home, and shelf stable meals to older persons in Centre County – Dept. 521.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to table the contract award until Tuesday, May 10, 2022.*

BOARD OF COMMISSIONERS MINUTES

TUESDAY, MAY 3, 2022

PAGE 3

VIII. AMERICAN RESCUE PLAN ACT (ARPA)

IX. CONTRACTS – AUTHORIZATIONS

- A. Sheriff – Sheriff Bryan Sampsel presented a contract renewal with The Pennsylvania State University to provide law enforcement assistance as needed for Penn State home football games. The University agrees to pay the County at a rate of \$66.66 per hour for each Sheriff Deputy who provides law enforcement services. The contract is effective for one year from the date of execution – Dept. 211.

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

- B. Weights and Measures – Director Ron Williams introduced a Memorandum of Understanding (MOU) with the Department of Agriculture authorizing jurisdiction to conduct certain weights and measure inspections for the period of July 1, 2022 to June 30, 2027. Ron reported that in 2021, he inspected 1,520 fuel pumps and 676 commercial and non- commercial scales. – Dept. 361.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the MOU with the Department of Agriculture to next week's Consent Agenda.*

C. Human Services

i. Adult Services & Aging

Director of Adult Services Faith Ryan and Director of Aging Quentin Burchfield presented the following items:

1. Contract with Arcadia to provide services to both the Office of Adult Services and Office of Aging for the Homemaker Services/OPTIONS Program. The contract total is \$22.00/hr. for the period of July 1, 2022 to June 30, 2025 – Dept. 501 & 521.
2. Contract with Helpmates, Inc. to provide services to both the Office of Adult Services and Office of Aging for the Homemaker Services/OPTIONS Program. The contract total is \$22.00/hr. for the period of July 1, 2022 to June 30, 2025 – Dept. 501 & 521.
3. Contract with Caregivers America to provide services to both the Office of Adult Services and Office of Aging for the Homemaker Services/OPTIONS Program. The contract total is \$22.00/hr. for the period of July 1, 2022 to June 30, 2025 – Dept. 501 & 521.
4. Contract with Angels on Call to provide services to both the Office of Adult Services and Office of Aging for the Homemaker Services/OPTIONS Program. The contract total is \$22.00/hr. for the period of July 1, 2022 to June 30, 2025 – Dept. 501 & 521.

BOARD OF COMMISSIONERS MINUTES

TUESDAY, MAY 3, 2022

PAGE 4

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add items 1-4 for the Office of Adult Services and Office of Aging for the Homemaker Services/OPTIONS Program.*

- ii. Aging – Director Quentin Burchfield asked the Board to consider approval to sponsor Adult Children of Aging Parents (ACAP) in the amount of \$1,000 for the period of May 2, 2022 to May 1, 2023. This a nonprofit program that offers a variety of support and educational programs to adult children that are caring for aging parents. – Dept. 521.

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

- iii. Transportation – Director Dave Lomison asked the Board to consider approval of ordering and purchasing the following vehicles from Hoffman Ford through the COSTARS program:
 1. 2022 Ford Explorer Interceptor fully equipped for the Sheriff Department at a cost of \$36,365 from Hoffman Ford, \$10,904.52 for purchase and installation of equipment from Centre Communications, Inc and \$1,000 for Abel Signs services for a total cost of \$48,269.52. This vehicle is budgeted for 2022 and would replace a vehicle that has met its useful life – Dept. 211.
 2. 2022 Ford F-150 Truck at a cost of \$49,500 for the Emergency Management Agency Department. This vehicle is budgeted for 2022 and fully funded by the EMA Department and will replace vehicle 19 that was removed from service in July 2020 – Dept 351.
 3. 2022 Ford Escape at a cost of \$26,245 for the Children and Youth Department. This vehicle would replace vehicle 130 that was lost in an accident and funded from the insurance proceeds and the remaining balance from Human Services Block Grant – 511.
 4. 2022 Ford Escape at a cost of \$26,750 for the Office of Aging Department. This vehicle would replace vehicle 140 and funded by the Aging Department with surplus funds that are earmarked for such purchases – Dept. 521.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Transportation items 1-4 to next week's Consent Agenda.*

- D. Drug and Alcohol – Human Services Administrator Natalie Corman asked the Board to consider approval of the referral agreement between the AIDS Resource Alliance and the County for the period of May 10, 2022 to May 10, 2024 – Dept. 562.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the referral agreement with the AIDS Resource Alliance to next week's Consent Agenda.*

BOARD OF COMMISSIONERS MINUTES

TUESDAY, MAY 3, 2022

PAGE 5

- E. Emergency Communications – Rayme Weidel introduced a contract with Vertiv Corporation for battery replacement for the Uninterruptible Power System (UPS). The contract total is \$17,221.40 for the period of April 11, 2022 to October 11, 2022 – Dept. 354.

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

- F. Information Technology Services – Chief Information and Records Officer Chad Joyce presented a contract renewal with CDW-G for Cisco Duo Security. Duo is a multi-authentication application used to enhance cyber security. The contract total is \$18,360 for the period of June 4, 2022 to June 3, 2023 – Dept. 142.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with CDW-G for Cisco Duo Security to next week's consent agenda.*

- G. Records Management – Tracy Martin asked the Board to consider approval for the destruction of County records from the following departments: Financial Management, Risk Management, Tax Assessment, Transportation, Treasurer, District Judge, Human Resources, Domestic Relations, Controller and Central Counties Youth Center. All records exceed the Pennsylvania Historical Museum Commission's guidelines for records retention – Dept. 143.

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

X. **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. Transportation – Consider acceptance of the fiscal year 2020-2021 Medical Assistance Transportation Program (MATP) final allocation from the PA Department of Human Services in the amount of \$657,214, which is State funded for the period of July 1, 2020 to June 30, 2021 – Dept. 531.

B. Planning and Community Development

- i. Memorandum of Understanding (MOU) for the final subdivision plan of Deerhaven Phase 3B CCPCDO File No. 35-22. This proposal represents the next phase of the Deerhaven Subdivision, showing an additional fourteen residential lots and one open space lot with corresponding infrastructure comprising a total of 6.497 acres. This subdivision is located in Walker Township, north of Zion Back Road (T-461) and east of Ten Point Path serving the existing Deerhaven Subdivision, approximately one mile east of the Zion Back Road intersection with State Route 64 – Dept. 151.
- ii. Consider approval of Community Development Block Grant (CDBG) sub-grantee agreement for fiscal year 2020 between the County and Penn Township for a total of \$202,067 for the period of March 14, 2022 to March 14, 2024 – Dept. 817.

BOARD OF COMMISSIONERS MINUTES

TUESDAY, MAY 3, 2022

PAGE 6

- iii. Consider approval of Community Development Block Grant (CDBG) sub-grantee agreement for fiscal year 2020 between the County and Haines-Aaronsburg Municipal Authority for a total of \$76,000 for the period of April 1, 2022 to April 1, 2024 – Dept. 817.
- iv. Consider approval of Community Development Block Grant (CDBG) sub-grantee agreement for fiscal year 2020 between the County and Bellefonte Borough for a total of \$88,112 for the period of March 1, 2022 to March 2, 2024 – Dept. 817.
- v. Consider approval of Community Development Block Grant (CDBG) sub-grantee agreement for fiscal year 2021 between the County and Penn Township for a total of \$117,000 for the period of March 14, 2022 to March 14, 2024 – Dept. 817.
- vi. Consider approval of Community Development Block Grant (CDBG) sub-grantee agreement for fiscal year 2021 between the County and Haines-Aaronsburg Municipal Authority for a total of \$124,000 for the period of April 1, 2022 to April 1, 2024 – Dept. 817.
- vii. Consider approval of Community Development Block Grant (CDBG) sub-grantee agreement for fiscal year 2021 between the County and Bellefonte Borough for a total of \$96,977 for the period of March 1, 2022 to March 2, 2024. – Dept. 817.

XI. LIQUID FUELS – FEE FOR LOCAL USE

XII. CHECK RUN

Check run in the amount of \$999,068.71 dated April 29, 2022.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated April 29, 2022.*

XIII. ADMINISTRATOR’S REPORT

Commissioner Pipe recognized Administrator Margaret Gray, Commissioner Dershem and Commissioner Higgins echoed his appreciation.

XIV. C-NET REQUESTS

Broadcasting of the 23rd Anniversary Ron and Mary Maxwell Community Spelling Bee hosted by the Mid-State Literacy Council on Wednesday, September 21, 2022 at 6:00 PM.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve sponsorship of the C-NET request from Mid-State Literacy Council.*

XV. LETTER OF SUPPORT

XVI. REPORTS – ANNOUNCEMENTS.

A. Voter Registration Report

Commissioner Dershem reported 105,056 registered voters in Centre County. The precinct of the week is #62 Miles East with 510 registered voters. In the Municipal Election there were 192 ballots cast for a voter turnout of 37.65%.

BOARD OF COMMISSIONERS MINUTES

TUESDAY, MAY 3, 2022

PAGE 7

B. Announcements

XVII. EXECUTIVE SESSION REPORT

The Board of Commissioners met in executive session on Thursday, April 28 from 9:23 AM – 9:51 AM for a personnel item.

XVIII. PUBLIC MEETING SCHEDULE

Tuesday, May 3, 2022

Board of Commissioners – 10 AM – Willowbank 146

Thursday, May 5, 2022

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Tuesday, May 10, 2022

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session ARPA – 11 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 move into executive session at 11:15 AM.

ATTEST:

John Franek Jr.

Administrator