



## BOARD OF COMMISSIONERS MINUTES

Thursday, May 13, 2021, 10:00 A.M.

Virtual -Zoom

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### 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.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Deputy Administrator John Franek Jr., Executive Office Supervisor Natalie Smith, Staff Assistant Jillian Savage, Director of Human Resources Kristen Simkins, Human Resource Analyst Geri Sorgen, and Controller Jason Moser.

County Personnel present included Faith Ryan, David Lomison, Ray Stolinis, and Travis Walker.

Guest present included 8145481055.

### II. PUBLIC COMMENT

There were no comments received from the public.

### III. MEETING MINUTES

Minutes from the Thursday, May 6, 2021 Board of Commissioners Meeting.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from May 6, 2021.*

### IV. COVID-19 PLANNING AND RESPONSE

### V. PERSONNEL ITEMS

#### A. Adult Services

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Adult Services items i-iv.

Director of Adult Services Faith Ryan presented the following items:

- i. Revisions to the job description for the position of Housing Program Specialist, Adult Services, SG-S51, effective July 9, 2021, pay period 15 –

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Dept. 501.

- ii. Personnel requisition for full-time Housing Program Specialist, Adult Services, (p.c. #03, non-exempt, replacing P. Kurtz-Glovas), at SG-S51, effective May 13, 2021, pay period 11 – Dept. 501.
- iii. Revisions to the job description for the position of Caseworker 1-Adult Services, Adult Services, SG-N10, effective May 13, 2021, pay period 11 – Dept. 501.
- iv. Personnel requisitions for full-time Caseworker 1-Adult Services, Adult Services, (p.c. #10-15, non-exempt, new), at SG-N10, effective May 13, 2021, pay period 11 – Dept. 501.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

VIII. BUDGET REVISION

Financial Management – Administrator Margaret Gray introduced a budget revision to reallocate funds from Capital Projects to Centre Crest – Dept. 113.

TRANSFER FROM				TRANSFER TO			
Dept.	Acct.	Description	Amount	Dept.	Acct.	Description	Amount
971		Capital Projects	\$93,173	634		Centre Crest Operations	\$93,173

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the budget revision.*

IX. NON-PERSONNEL ITEMS

A. Commissioners

Administrator Margaret Gray presented the following items:

- i. Approval to accept American Rescue Plan Funds in the amount of \$31,541,383.00 from the U.S. Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds and the award terms and conditions as set forth by the U.S. Department of Treasury – Dept. 111.
- ii. Authorization for Board Chair Michael Pipe to sign as the County of Centre’s authorized representative – Dept. 111.

Commissioner Pipe stated this is the largest grant the County has ever received and will considerably assist in rebuilding and improving the Community. The Treasury has posted a final interim rule as well as a FAQ to the Department of Treasury website, [home.treasury.gov](http://home.treasury.gov).

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Commissioners items i-ii.*

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- B. Centre Crest – Deputy Administrator John Franek, Jr. introduced a proposal from Muhlenberg Greene Architects to conduct a Facility Assessment and Adaptive Reuse Study for the Centre Crest and Willowbank Office Buildings, which includes contingent structural analysis and optional construction cost estimating services. The project total is \$45,440 – Dept. 111.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the proposal from Muhlenberg Greene Architects.*

- C. Court Administration – Administrator Margaret Gray introduced, Pursuant to Rules of Judicial Administration 701(a) and Act 37 of 2007, the submission of Application for Senior Judge Reimbursable Costs, for reimbursement of costs incurred in 2020, as it relates to the use of Senior Judges. The total reimbursement requested is \$5,490 – Dept. 271.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the submission of the Application for Senior Judge Reimbursable Costs.*

- D. Emergency Communications 911 – Administrator Margaret Gray introduced a quote from Abel Fence LLC to provide maintenance to the outside fence in the amount of \$9,390 – Dept. 354.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the quote from Abel Fence LLC.*

- E. Planning & Community Development

Director of Planning and Community Development Ray Stolinas presented the following items:

- i. Agreement between the County of Centre and the Wildlife for Everyone Foundation to Provide Services for Administration of Department of Conservation and Natural Resources Grant BRC-PRD-25-101. This agreement transfers the administration of the grant to and the Wildlife for Everyone Foundation and their consultant John Klein and Associates. The project total is \$250,000 to accomplish a Wildlife Center and Wetlands Development for the Soaring Eagle Wetlands project in Huston Township for the period of September 1, 2020 through December 31, 2024 - Dept. 151.
- ii. “Lease/Operations and Maintenance Agreement” between the County of Centre and the Wildlife for Everyone Foundation for Tax Parcels 11-005-081 (28.63 Acres) and 11 -005-087 (24.54 Acres) in Huston Township in accordance a Pennsylvania Department of Conservation and Natural Resources (“DCNR”) Grant to create the Soaring Eagle Wetlands. This agreement shall start on the date set forth and run for a period which will end

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twenty-five (25) years from the day the Project is completed – Dept. 151.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Planning and Community Development items i-ii.*

**X. LETTER OF SUPPORT**

Administrator Margaret Gray introduced a Letter of Support to the Commonwealth of Pennsylvania, Office of the Budget for an application submitted by Potter Street Associates, LLC for Redevelopment Assistance Capital Program (RACP) funding for The Bellefonte Works project.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter in support of Potter Street Associates, LLC's application to the Commonwealth of Pennsylvania.*

**XI. DISCUSSION ITEMS**

**XII. C-NET REQUESTS**

**XIII. EXECUTIVE SESSION REPORT**

**XIV. QUESTIONS FROM THE PRESS**

**XV. ADJOURNMENT**

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:21 AM.

ATTEST:

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Margaret N. Gray  
Administrator