



BOARD OF COMMISSIONERS' MINUTES

Tuesday, May 14, 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 10:01 AM on May 14, 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 Bob Jacobs; and Executive Assistant, Natalie Bird.

County personnel present included Robin Cain, Leah Raker, Julia Sprinkle, Tom Martin, Sue Hannegan, Lee Sheaffer, Chad Joyce, Faith Ryan, and Ray Stonlinas.

Guests present included Julie Heverly, Hope Tressler, and Patti Flood.

Representatives from the news media included Chris Morelli and Gary Sinderson
CNET staff were present.

III. PUBLIC COMMENT

IV. MEETING MINUTES

Minutes from the Tuesday, May 7, 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 May 7, 2019.

V. PROCLAMATION

Proclamation No. 14 of 2019 – Julia Sprinkle, Robin Cain, and Centre County foster parent Faith Ryan joined the Board to share events happening during the month of May for Foster Parent Awareness Month. On Saturday, a 5K run/walk will be held in Governor's Park to benefit the Ethel Beaver Children's Fund and next week is the annual Foster Care Appreciation Banquet. They showed the new Centre County Foster Parent Video explaining why Centre County children need Centre County foster homes. Director of Adult Services Faith Ryan and her husband are Centre County foster parents. She said they receive an amazing level of support and the foster care program has a lot of placement options for those interested.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to adopt Proclamation No. 14 of 2019, proclaiming May 2019 as Foster Care Awareness Month in Centre County.

VI. CONTRACTS

A. Commissioners

- i. Sue Hannegan reviewed a proposal from Howard Industries for the completion of an interior sign survey for the Centre County Courthouse Annex. Deliverables to include full technical drawings and production costs for all required interior signage. The total proposal is \$2,880 for the period of May 6, 2019 through December 30, 2019 – Dept. 111.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the proposal from Howard Industries to next week's Consent Agenda.

Margaret Gray presented the following change orders for the equipment storage building project:

- ii. Change Order No. 08 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 a credit of \$1,530 to delete trenching of 360 feet of electrical ditch (only 120 of 480 feet were excavated). Decreasing the contract total from \$765,624.14 to \$764,094.14.
- iii. Change Order No. 09 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 \$2,580.60 for the installation of 10 lineal feet of handrail at the west entry door, increasing the contract total from \$764,094.14 to \$766,674.74.
- iv. Change Order No. 10 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 \$879.75 for additional sidewalk outside of door 100D, increasing the contract total from \$766,674.74 to \$767,554.49.

A change order summary is attached.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve Change Orders No. 08, No. 09, and No. 10 with J.C. Orr and Son.

- v. Appointment of Margaret Gray to serve as a representative on the Solar Power Purchase Agreement Working Group.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve appointment of Margaret Gray.

- B. Correctional Facility – Deputy Administrator Bob Jacobs presented a contract with Mahaffey Laboratory, LTD to provide sampling and analysis services at the Correctional Facility in order to comply with the Borough of Bellefonte Wastewater Contribution Permit. The contract total is not to exceed \$2,080 for the period of March 1, 2019 through March 1, 2020 – Dept. 333.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract with Mahaffey Laboratory, LTD to next week's Consent Agenda.

- C. Facilities Management – Lee Sheaffer presented the following items:

- i. Proposal from McClure Company for the alignment of four well pumps at the Correctional Facility. The total cost is \$2,993 – Dept. 971.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the proposal from McClure Company to next week's Consent Agenda.

- ii. Proposal from Johnson Controls for the installation of a duct smoke detector to the newly installed make up air handler located on the Willowbank Building. The total cost is \$1,398 – Dept. 161.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the proposal from Johnson Controls.

- D. Human Services

Children and Youth Services – Director Julia Sprinkle reviewed a budget amendment for the 2018-2019 Needs Based Plan. The amended budget re-allocates \$98,200 from Community Based Placement to Institutional Placement – Dept. 511.

Action: On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the budget amendment for the 2018-2019 Needs Based Plan.

VII. LETTER OF SUPPORT

VIII. CONSENT AGENDA

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

- A. Correctional Facility - Intergovernmental housing agreement with Northumberland County. The contract rate is \$65 per day for the period of April 1, 2019 through December 31, 2019 – Dept. 333.

- B. Court Administration

- i. Proposal from Vigilant Security

1. Replacement of the panic alert system by Vigilant Security Inc. in the amount of \$1,959.83 each for the Centre Region and Pugh Street Magisterial District Judges Offices – Dept. 252/257.
 2. Central Station Monitoring service provided via Bosch Connetix Cellular Communicator at a rate of \$40 per month per office – Dept. 252/257.
- C. Information Technology Services – Contract with Blue Jeans Network, Inc. to provide video conferencing for the Bellefonte Magisterial District Judges Office. The contract rate is \$49 per month a total of \$588 for the period of May 1, 2019 through April 30, 2020 – Dept. 142
- D. Human Services
- i. MH/ID/EI – Agreement with Danville State Hospital for continuity of care. There is no cost for this agreement for the period of July 1, 2019 through June 30, 2022 – Dept. 561.
 - ii. Children and Youth Services
 1. Quarterly report for the period of July 1, 2018 through March 31, 2019 – Dept. 511.
 2. Contract renewal with Premier Biotech to provide drug testing and supplies. The contract total is \$7,500, which is funded as follows: State \$6,000 and County \$1,500 for the period of January 1, 2019 through December 31, 2019 – Dept. 511.
 3. Contract renewal with Families United Network, Inc. to provide foster/residential services for dependent/delinquent youth. The contract total is \$67,000, which is funded as follows: State \$53,600 and County \$13,400 for the period of July 1, 2018 through June 30, 2019 – Dept. 511.
 4. Contract renewal with Daybridge Child Development Center to provide childcare services. The contract total is \$3,500, which is funded as follows: State \$2,800 and County \$700 for the period of March 1, 2019 through June 30, 2019 – Dept. 511.
 5. North American Master Services Agreement with Language Line Services, Inc. to provide over the phone language interpretation. The contract total is estimated at \$500, which is funded as follows: State \$400 and County \$100 for the period of January 1, 2019 through December 31, 2019 – Dept. 511.
 6. Contract renewal with the Bair Foundation to provide foster care services for dependent/delinquent youth. The contract total is \$30,000, which is funded as follows: State \$24,000 and County \$6,000 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.

7. Contract renewal with Lifespan Family Services to provide foster care services for dependent/delinquent youth. The contract total is \$64,000, which is funded as follows: State \$51,200 and County \$12,800 for the period of July 1, 2019 through June 30, 2020 – Dept. 511.

- E. Prothonotary – Annual licensing with DRS Imaging Services Inc. for the ScanPro microfiche scanner/reader. The total cost is \$249 for the period of May 2, 2019 through May 1, 2020 – Dept. 223.

IX. ADMINISTRATOR'S REPORT

Margaret introduced Centre County's new Director of Planning and Community Development, Raymond Stolinis Jr. Ray served most recently as the Director of Planning and Zoning for Ferguson Township since August 2015. Prior to that he was Director of the Bradford County Department of Community Planning and Mapping Services for 21 years. He is a member of the American Institute of Certified Planners, the American Planning Association and the Centre County Housing and Land Trust Board of Directors. Ray said he appreciates the opportunity to work in county planning again.

Margaret announced that the Primary Election is next Tuesday and the Board of Commissioners will meet for their regularly scheduled 10 AM meeting.

X. LIQUID FUELS

XI. FEE FOR LOCAL USE

XII. CHECK RUN

Commissioner Higgins reported that every week the check run contains checks for Centre County Foster Parents. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the check run in the amount of \$727,664.86 dated May 10, 2019.

XIII. DISCUSSION ITEMS

Commissioner Higgins announced that SEDA COG has applied for grant funding from the Appalachian Regional Commission (ARC) in the amount of \$25,000 and the PA Dairy Investment Program in the amount of \$38,000. They did receive the ARC grant, but did not receive the PA Dairy Investment Program Grant. This project is for a consultant to identify the cost, timeline, and revenue services for fully serviced land with adequate infrastructure to support a large scale dairy processing facility. SEDA COG is asking counties with potential sites (Perry, Union, and Centre) to cover the funding not secured through the PA Dairy Investment Program. Commissioner Higgins suggested pulling \$10,000 from contingency funds to help contribute toward the match funding for the ARC grant. Commissioner Dershem asked what happens if the three counties cannot garnish the full match?

Commissioner Pipe also noted that it appears the Perry County CBICC is the lead applicant and the factory would be located there with materials potentially pulled from farms in Centre County. Commissioner Higgins said three potential sites were identified, one each in Perry, Union, and Centre counties. Commissioner Pipe asked that someone from SEDA COG attend

an upcoming meeting to brief the Board and he requested a copy of the grant application.

XIV. RECOGNITION

XV. C-NET REQUESTS

XVI. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

There was no voter registration report this week.

B. Announcements

Centre County Government Offices will be closed on Monday, May 27 in observance of Memorial Day.

XVII. EXECUTIVE SESSION REPORT

There were no executive sessions to report.

XVIII. PUBLIC MEETING SCHEDULE

Tuesday, May 14, 2019

BOC Meeting - 10:00 AM - Room 146WB

Thursday, May 16, 2019

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

XIX. BID / PROPOSAL SCHEDULE

Friday, May 24, 2019

RFP - Holt Memorial Library - Responses Due

Tuesday, May 28, 2019

RFP - Holt Memorial Library - Opening

Friday, May 24, 2019

RFP - Crisis Assessment Services - Responses Due

Tuesday, June 11, 2019

RFP - Holt Memorial Library - Contract Award

RFP - Crisis Assessment Services - Opening

Tuesday, June 25, 2019

RFP - Crisis Assessment Services - Contract Award

XX. ELECTION ANNOUNCEMENTS

Tuesday, May 14, 2019

Last day to apply for a civilian absentee ballot.

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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 adjourn the meeting at 10:52 AM.

ATTEST:

Margaret N. Gray
Administrator