



BOARD OF COMMISSIONERS MINUTES

Tuesday, June 6, 2023 10:00 A.M.

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

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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 Mark Higgins.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Mark Higgins, Commissioner Amber Concepcion, Commissioner Steven Dershem, Administrator John Franek Jr. and Executive Office Supervisor Erin Good.

County personnel present included Human Services Administrator Julia Sprinkle, Deputy Administrator Natalie Corman, Liz Lose, Ray Stolinas, Quentin Burchfield, Toni Capparelle, Mark Kellerman, Nick Barger, Chad Joyce and Faith Ryan.

Guests present included Liz Volpe and Marie Librizzi.

Representatives from the news media included Gary Sinderson and Maria Cade.

C-NET staff were present.

III. PUBLIC COMMENT

Commissioner Dershem would like to recognize the 79th anniversary of D-Day today.

IV. ADDITIONS TO THE AGENDA

There were no additions made to the Agenda.

V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners meeting held on May 30, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the meeting held on May 30, 2023.

VI. PROCLAMATION

Proclamation 28 of 2023 – Quentin Burchfield and Toni Capparelle joined the Board in proclaiming June 2023 as Elder Abuse Prevention Month in Centre County.

Quentin stated June 15th is also World Elder Abuse Awareness Day. Elder abuse is an on-going and complex problem. In 2021 there were 275 reports for ages 60 and older. Of the 275 reports, 229 of them were investigated by the Centre County Office of Aging. Toni stated that they are working with the Elder Abuse Task Force to hand out materials to over 400 older adults.

The Commissioners thanked the Aging Department for everything they do to help keep our elders safe in Centre County.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 28 of 2023.

Proclamation 29 of 2023 – Liz Volpe joined the Board in proclaiming June 2023 as Centre County Unites Against Cancer Month in Centre County.

Liz stated Relay for Life will be occurring on Saturday, June 10th at the Bald Eagle High School. The events celebrate survivors, honor those who lost their life to the disease but also raises funds to help end cancer for everyone. Each year nearly 730 people are diagnosed with cancer in Centre County. They are working to raise awareness to help prevent, detect and treat cancer through the funds raised.

The Commissioners thanked Liz for the work American Cancer Society is doing not only in the month of June but throughout the year and the importance of early screenings that can help save lives.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 29 of 2023.

VII. RESOLUTION

Resolution 9 of 2023 – Mark Kellerman asked the Board to approve a Resolution amending Resolution 25 of 2022 adopting the Board of Assessment Appeals of Centre County Appeal Procedures, Rules, and Regulations – Dept. 121.

Mark stated there is only one change in the Resolution which will change the required number of copies from five to six of all appraisals to be submitted.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 9 of 2023.

VIII. BIDS AND PROPOSALS

- A. Centre County Broadband Expansion RFP – Liz Lose asked the Board to approve the recommendation to advance identified Comcast Cable Communications, LLC and Centre WISP Venture Company LLC projects for their grant submissions – Dept. 151.

Liz stated the internal review with help from our consultant, CTC Technology recommends Comcast Cable Communications, LLC and Centre WISP Venture Company LLC. Both met the following six points: target the priority zones identified in the broadband strategic plan, offer a wireline solutions that aligns with the Capital Project Funds guidelines which is the intent of getting the proposals in time for the submissions, demonstrate affordable options in speed tiers and pricing along with participation with the affordable connectivity program, demonstrate experience on past projects and the ability to complete projects within certain time frames, offer financial viability along with supplemental awards through the Commonwealths Unserved Highspeed Broadband Program, the FCC Rural Digital Opportunity Fund, as well as the Appalachian Regional Commission, and the overall scale and scopes of the projects along with the proposed cost shares for matching funds are subject to continued negotiations along with other forms of support that the County may be able to contribute.

The Commissioners thanked Liz and her department for all of the hard work for the Centre County Broadband Expansion Project. Liz stated this is the most complex project that she has managed over her twenty years of experience with the County and will continue to see

the project through at the State level.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to advance the broadband expansion projects from Centre WISP Venture and Comcast Communications for continued scope-of-work and pre-application negotiations for ARPA Capital Project Funds/Broadband Infrastructure Program submissions.

IX. CONTRACTS – AUTHORIZATION

- A. GIS – Nick Barger asked the Board to approve a contract renewal with Environmental Systems Research Institute, Inc. to provide technical support as well as software upgrades. The contract total is \$26,225.97 for the period of August 22, 2023 to August 21, 2024 – Dept 155.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Environmental System Research Institute Inc. to next week's Consent Agenda.

- B. Housing – Ray Stolinas asked the Board to approve the announcement of the Construction and Acquisition/Rehabilitation for Sustainable Housing (CASH) Grant Program for 2023. The Act 137 Affordable Housing Trust Fund dollars will serve individuals with a gross income of below 100% Area Median Income (AMI), with an inclusion of households at 30% AMI. The CASH grant program will assist with construction of new rental and owner-occupied housing, acquisition and rehabilitation of housing units for re-sale or to rent as well as land acquisition for a proposed project to be completed within a two-year time frame. The CASH Grant total is \$250,000 – Dept. 815.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the CASH Grant Announcement for 2023.

- C. Commissioners – Administrator John Franek Jr. asked the Board to approve a contract with Eckert Seamans Cherin & Mellott, LLC to provide bond counsel for legal services, future opportunities for debt issuances, review of potential tax anticipation notes, compliance issues and IRS tax regulations for public finance. The cost is only incurred when engaged for service, with an average rate of \$325/hr for the period of July 1, 2023 to December 31, 2024 – Dept 111.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Eckert Seamans Cherin & Mellott, LLC to next week's Consent Agenda.

- D. Information Technology Services

Chad Joyce asked the Board to approve the following items:

- i. Consider approval of a Local Government Entities Consent Agreement with the Commonwealth of Pennsylvania through the Pennsylvania Emergency Management Agency (PEMA) for the 2022 State and Local Cybersecurity Grant Program to provide an Albert Network Security Sensor and Cofense security services. There is no cost to the County for the period of May 24, 2023 to November 30, 2026 – Dept 142.

- ii. Contract renewal with Morefield Communications to provide support for the County's Mitel phone system. The contract total is \$19,575 for the period of August 2, 2023 To August 1, 2024 – Dept 142.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Information Technology Services items i-ii to next week's Consent Agenda.

Human Services

- E. Adult Services – Faith Ryan asked the Board to approve a contract with Habitat for Humanity to provide home repair services through the Whole Home Repair Program. The contract total is \$520,000 funded as follows: Federal \$520,000 for the period of July 1, 2023 to June 30, 2024 – Dept 501.

Faith stated the office of Adult Services will be the direct contact for the Whole Home Repair Program and after screening takes place, they will then be referred to Habitat for Humanity if they are eligible for the program.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Habitat for Humanity to next week's Consent Agenda.

- F. Aging – Human Services Administrator Julia Sprinkle asked the Board to approve a Letter of Agreement with Strawberry Fields, Inc. that will allow referrals to be made freely between both organizations. Both agencies will openly communicate with appropriate release of information consents in place. There is no cost to the agreement for the period of July 1, 2023 to June 30, 2024 – Dept 521.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the letter of agreement with Strawberry Fields, Inc. next week's Consent Agenda.

X. CONSENT AGENDA

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

- A. Planning and Community Development – Consider approval of the Memorandum of Understanding (MOU) for the “Final Plan – 2 Lot Subdivision of Lands of David S. & Rachel L. Glick Subdivision (RB: 2155 PG: 466 – Replot of Parcel 1RB of PB 89, PG 48 into Parcel 1RB1 and Parcel 1RB2); CCPCDO File No. 18-23. This proposal located in Marion Township, represents a Final Plan submission showing the subdivision of two (2) lots with corresponding infrastructure, consisting of 76.46 acres. The subdivision is located along the northern right-of-way of Jacksonville Road (State Route 1010) approximately ¾ of a mile east of Jacksonville and is accessed via High Valley Drive (Private) – Dept. 151.

-----END OF CONSENT-----

XI. CHECK RUN

Check run in the amount of \$1,304,586.84 dated June 2, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated June 2, 2023.

XII. ADMINISTRATOR'S REPORT

XIII. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported a total 99,910 registered voters in Centre County. The Precinct of the Week is Precinct #10 Philipsburg number 1. In the last Election there were 495 registered voters with 147 ballots cast for a voter turnout of 29.70%.

B. Announcements

- i. Centre County Government Offices will be closed on Monday, June 19, 2023 in observance of Juneteenth.

XIV. EXECUTIVE SESSION REPORT

XV. PUBLIC MEETING SCHEDULE

Tuesday, June 6, 2023

Board of Commissioners Work Session – 11:00 AM – Willowbank 146

Thursday, June 8, 2023

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Tuesday, June 13, 2023

Board of Commissioners – 10 AM – Willowbank 146

XVI. QUESTIONS FROM THE PRESS

XVII. ADJOURNMENT

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

ATTEST: _____

John Franek Jr.

Administrator