



BOARD OF COMMISSIONERS MINUTES

Tuesday, June 20, 2023 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 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, Ray Stolinas, Dave Lomison, Richard Killian and Liz Lose.

Guests present included Scott Graham.

C-NET staff were present.

III. PUBLIC COMMENT

Commissioner Dershem would like to express his sincere condolences on the loss of the State Trooper that was killed in the line of duty.

Commissioner Dershem would like to congratulate the Bellefonte High School and Bald Eagle Area High School baseball teams on their State Championship victories.

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 June 13, 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 June 13, 2023.

VI. CONTRACTS – AUTHORIZATION

A. Capital Projects – Administrator John Franek Jr. asked the Board to approve a contract through COSTARS to replace the Centre Crest Roof - Dept. 971.

John stated a new membrane system on the roof will be installed, which there are a couple different alternatives that can be considered for the project.

Scott Graham with MG Architects gave a brief overview of the scope of work for the project and stated it would be most beneficial to replace the roof before the installation of the solar panels and the metal paneling would also need to be replaced in its entirety.

An alternative for the metal paneling is a consideration that would be more astatic.

The cross over and access ladders will also be added, and the lightening arrestor system will need replaced as well. Scott stated the roof membrane that would be put on is a Kee roofing system that would never need to be replaced again. John stated this membrane would also allow the solar panels to be added without penetrating the membrane, which would help eliminate leaks. The contract would also include the replacement of the garage roof, which if not replaced now would only last about five years maximum due to its current condition.

The Board decided to hold off on the replacement of the garage roof since the bid came in high and not to replace the metal paneling which is still in good shape. The cross over and access ladders replacement is included in the base bid.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract through COSTARS for the replacement of Centre Crest's roof pending Solicitor review with the deduction of the garage roof potion of the bid.

- B. 9-1-1 Emergency Communications – Norm Spackman asked the Board to approve a contract with Watkins Security, LLC to provide a security monitoring system to maintain security for the outside and inside in the 9-1-1 facility as well as door access points. The project will include the installation and labor of eight new cameras, software and hardware. The contract total is \$14,837.20 for the period of July 1, 2023 to December 31, 2023 – Dept 354.

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

- C. Criminal Justice Planning – Karri Hull asked the Board to approve a contract renewal with Tracy Small as an independent contractor in the capacity of the Crisis Intervention Team (CIT) Coordinator. Funds to support this contract consist of local contributions from the six area Municipal police departments and Human Services Block Grant Funds. The contract total is \$36,396.96 funded as follows: State \$16,012.96 and Local Contribution \$20,384 for the period of July 1, 2023 to June 30, 2024 – Dept 306.

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

- D. Planning and Community Development – Ray Stolinis asked the Board to approve the 2019 Bridge Bundle Right of Way Plans for the Railroad Street bridge replacement project in Bellefonte Borough – Dept. 151.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the 2019 Bridge Bundle Right of Way Plans for the Railroad Street bridge replacement project in Bellefonte Borough.

- E. LIQUID FUELS – FEE FOR LOCAL USE

- i. Liz Lose asked the Board to approve the 2024 Liquid Fuels and Fee for Local Use Schedule – Dept. 411 & 412:

Steps	Date(s)
Commissioners authorize solicitation of Fee for Local Use & Liquid Fuels Program	Tuesday, August 22, 2023
All notifications sent to Municipalities	Friday, August 25, 2023
Deadline for Municipalities to submit requests	Friday, October 20, 2023
Concurrent review process by PennDOT and County Staff	Tuesday, October 24 – Tuesday, November 14, 2023
Staff recommendations to Board of Commissioners	Tuesday, November 28, 2023
Board of Commissioners act on the awards	Tuesday, December 5, 2023

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the 2024 Fee for Local Use and Liquid Fuels 2024 Schedule.

- ii. Administrator John Franek Jr. asked the Board to approve a liquid fuels check to Boggs Township in the amount of \$68,000 for the stormwater upgrade for 2nd Avenue and Market Street – Dept. 411.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the liquid fuels check to Boggs Township in the amount of \$68,000.

Human Services

F. Transportation

- i. Dave Lomison asked the Board to approve the purchase of a 2023 Ford Explorer 4WD XLT from Hoffman Ford that will be placed in the Coroner’s Department. This vehicle would replace vehicle #16, a 2013 Ford Expedition with 121,856 miles that has met its useful life. The Explorer would be purchased through COSTARS for a total of \$42,500 – Dept 532.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the purchase of a 2023 Ford Explorer 4WD XLT from Hoffman Ford.

- ii. Dave Lomison asked the Board to approve the Grant Agreement with Pennsylvania Department of Transportation for Shared Ride Services for Seniors and Persons with Disabilities. The total amount of the grant is \$688,000 with \$600,000 for Share Ride Lottery and \$88,000 for Persons with Disabilities. This will allow the Transportation Department to continue to provide these important services for the residents in Centre County who qualify under the said programs. The grant total is \$688,000 for the period of July 1, 2023 to June 30, 2024 – Dept. 531.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the grant agreement for Shared Ride Services for Seniors and Persons with Disabilities to next week’s Consent Agenda.

G. Aging

Julia Sprinkle asked the Board to approve the following items:

- i. Contract renewal with Aging Well PA, LLC to complete Functional Eligibility Determinations (FEDs) and participate in hearings when FEDs are appealed. The Department of Aging will be paid a fee per FED and a fee for each hearing that is completed. Funding for the service is paid through the Pennsylvania Department of Human Services. The contract total is estimated at \$464,895 funded as follows: State \$464,895 for the period of February 1, 2023 to January 31, 2026 – Dept 521.
- ii. Contract renewal with Commonwealth University of Pennsylvania to provide Lock Haven University students the opportunity to complete internships at the Centre County Office of Aging until the end date of the agreement. There is no contract total for the period of June 6, 2023 to June 6, 2028 – Dept 521.

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

H. Adult Services

Julia Sprinkle asked the Board to approve the following items:

- i. Letter of Agreement with Strawberry Fields, Inc to act as a referral source for Centre County Government's Office of Adult Services various human service programs. There is no cost for the agreement for the period of July 1, 2023 to June 30, 2024 – Dept 501.
- ii. Contract renewal with Centre Helps for the Basic Needs Case Management Program. The contract total is \$23,290 funded as follows: State \$23,290 for the period of July 1, 2023 to June 30, 2024 – Dept 501.
- iii. Contract renewal with Centre Helps for the Information & Referral Hotline. The contract total is \$70,000 funded as follows: State \$70,000 for the period of July 1, 2023 to June 30, 2024 – Dept. 501.
- iv. Contract renewal with Centre Volunteers in Medicine for the Basic Needs Medical Case Management Program. The contract total is \$11,665 funded as follows: State \$11,665 for the period of July 1, 2023 to June 30, 2024 – Dept 501.
- v. Contract renewal with Centre Safe for the Bridge (Transitional) Housing Program. The contract total is \$73,545 funded as follows: State \$73,545 for the period of July 1, 2023 to June 30, 2024 – Dept 501.
- vi. Contract renewal with Housing Transitions for the Bridge (Transitional) Housing Program. The contract total is \$59,924 funded as follows: State \$59,924 for the period of July 1, 2023 to June 30, 2024 – Dept 501.
- vii. Contract renewal with Housing Transitions for the Homemaker Services Case Management Program. The contract total is \$19,529 funded as follows State: \$19,529 for the period of July 1, 2023 to June 30, 2024 – Dept 501.
- viii. Contract renewal with Housing Transitions for the Coordinated Entry Walk-In Center. The contract total is \$61,059 funded as follow: State \$61,059 for the period of July 1, 2023 to June 30, 2024 – Dept 501.

- ix. Contract renewal with Housing Transitions for the Rapid Re-Housing Program. The contract total is \$385,415 funded as follows: State \$385,415 for the period of October 1, 2023 to September 30, 2024 – Dept 501.

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

I. MH/ID/EI- D&A

Julia Sprinkle asked the Board to approve the following items:

- i. Letter of Agreement with Bauer's All About Kids, LLC to provide early intervention services including occupational and physical therapy, special instruction, and speech pathology. The contract total is \$50,000 funded as follows: State \$45,000 and County Match \$5,000 for the period of July 1, 2023 to June 30, 2024 – Dept 561.
- ii. Letter of Agreement with Pennsylvania State Constable, Clinton Ripka, LLC, to provide mental health services including emergency transportation. The contract total is \$25,000 funded as follows: State \$23,848 and County Match \$1,152 for the period of July 1, 2023 to June 30, 2024 – Dept 561.
- iii. Letter of Agreement with Strawberry Fields, Inc. to provide early intervention services including occupational and physical therapy, special instruction, speech pathology, IFSP teaming and interpretation. The contract total is \$375,000 funded as follows: State \$337,500 and County Match \$37,500 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 MH/ID/EI-D&A items i-iii to next week's Consent Agenda.

VII. BUDGET REVISION

- A. Financial Management – Richard Killian asked the Board to approve the budget revision for the 2022 audit. This is an annual true-up for the Special Revenue Funds' estimated support from the General Fund in the adopted budget. Based upon financial results, a transfer is required to either increase or decrease funding. The General Funds net increase is \$310,911.66. The Capital Projects supports the Centre Crest Capital fund – Dept. 113.

Richard stated this budget revision is done annually and is one of the last steps to complete the 2022 annual reporting. The 2022 adopted budget is developed based on estimates from the Human Services departments, after the year end they do a calculation to determine final results are as well as a true up.

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<u>Dept</u>	<u>Fund</u>	<u>DEPT#</u>	<u>Account</u>	<u>FROM</u>	<u>Account</u>	<u>TO</u>
General Fund	01	129	59901	\$ 310,911.66		
Domestic Relations	11	281		47,081.28	99911	
Adult	12	501			99912	\$ 25,170.32
Children & Youth	13	511		162,486.20	99913	
Aging	14	521		19,313.55	99914	
Mental Health	15	561			99915	523,634.86
Drug & Alcohol	17	562		9,012.49	99917	
Centre Crest Capital	65	634			99965	77,506.04
Capital Projects	51	971	59951	<u>77,506.04</u>	99965	<u>-</u>
				\$ 626,311.22		\$626,311.22

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the Budget Revisions.

VIII. CONSENT AGENDA

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

Human Services

- A. Adult Services – Consider approval of a grant agreement with the Department of Housing & Urban Development (HUD) for the continuation of the Centre County Rapid Re-Housing Program. The agreement total is \$385,415 funded as follows: Federal \$385,415 for the period of October 1, 2023 to September 30, 2024 – Dept 501.
- B. MH/ID/EI- D&A – Contract renewal with the Pennsylvania State University, Penn State Psychological Clinic to provide mental health services including outpatient and community services. The contract total is \$20,000 funded as follows: State \$19,078 and County Match \$922 for the period of July 1, 2022 to June 30, 2023 – Dept 561.
- C. Children and Youth Services
 - i. Contract renewal with Drug & Alcohol Rehabilitation Services, Inc. dba Manos House to provide residential services for dependent and delinquent youth. The contract total is \$20,000 funded as follows: State \$16,000 and County \$4,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
 - ii. Contract renewal with Pentz Run Youth Services, Inc. to provide residential services for dependent and delinquent youth. The contract total is \$ 25,000 funded as follows: State \$20,000 and County \$5,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
 - iii. Contract renewal with Hopes Haven Residential Services, LLC to provide foster care/residential services for dependent and delinquent youth. The contract total is \$265,000 funded as follows: State \$212,000 and County \$53,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
 - iv. Contract renewal with George Jr. Republic In PA to provide foster care/residential services for dependent and delinquent youth. The contract total is \$150,000 funded as follows: State \$90,000 and County \$60,000 for the period of July 1, 2023 to June

30, 2024 – Dept 511.

- v. Contract renewal with Pathways Adolescent Center, Inc to provide foster care/residential services for dependent and delinquent youth. The contract total is \$165,000 funded as follows: State \$132,000 and County \$33,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- vi. Contract renewal with Alternative Living Solutions to provide foster care/residential services for dependent and delinquent youth. The contract total is \$72,000 funded as follows: State \$57,600 and County \$14,400 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- vii. Contract renewal with Pressley Ridge to provide foster care/ residential services for dependent and delinquent youth. The contract total is \$60,000 funded as follows: State \$48,000 and County \$12,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- viii. Contract renewal with Children’s Aid Society of Clearfield County to provide foster care/residential services for dependent and delinquent youth. The contract total is \$54,000 funded as follows: State \$43,200 and County \$10,800 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- ix. Contract renewal with Families United Network, Inc. to provide foster care/residential services for dependent and delinquent youth. The contract total is \$30,000 funded as follows: State \$24,000 and County \$6,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- x. Contract renewal with Bobbie Rabuck, Esquire, Stover McGlaughin Attorneys & Counselors to provide legal services. The contract total is \$30,000 funded as follows: State \$24,000 and County \$6,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- xi. Contract renewal with Claire Kimmel, Esquire to provide legal services. The contract total is \$26,000 funded as follows: State \$20,800 and County \$5,200 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- xii. Contract renewal with Centre County Public Defender’s Office Guardian Ad Litem (GAL) to provide Guardian Ad Litem services for dependent and delinquent youth. The contract total is not to exceed \$200,000 funded as follows: State \$100,000 and County \$100,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- xiii. Contract renewal with Avanco International, Inc. to provide Child Accounting Profile System (CAPS) application service. The contract total is \$38,118.04 funded as follows: State \$30,494.43 and County \$7,623.61 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- xiv. Consulting services Addendum with Avanco International, Inc. to the Child Accounting Profile System (CAPS) service provider agreement. The contract total is \$30,000 funded as follows: State \$24,000 and County \$6,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- xv. Contract renewal with Avanco International, Inc. for the Child Accounting Profile System (CAPS) for the fiscal year 2023-2024 Child Welfare Information Solution (CWIS) maintenance, The contract total is \$5,149.58 funded as follows: State \$4,119.66 and County \$1,290.92 for the period of July 1, 2023 to June 30, 2024 –

Dept 511.

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

IX. DISCUSSION

2023 Housing Needs Assessment

Ray Stolinas and Liz Lose gave the Board a short presentation about the 2023 Housing Needs Assessment. The Study funding sources were through CDBG and ARPA funds. The purpose of the study revises the 2005 Centre County Housing Needs Assessment. The study will put a “face” of residents in need of affordable housing. The study will also showcase how the rising housing and rental costs as well as how land price will affect where people live and work. Some of the impacts to the Housing Market include supply chain delays, building material and land costs, rising sale prices, low sales inventory, mortgage rates, student rental market, zoning and land use regulations, and lack of supporting infrastructure utility costs.

The Commissioners agreed this study will be helpful to Municipalities as well as employers. Commissioner Dershem stated the challenge currently is the cost of housing and the lack of inventory.

Ray stated the 2023 Housing Study will be sent out this week to our stakeholders as well as making it available on the County’s website.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to release the 2023 Housing Needs Assessment.

X. CHECK RUN

Check run in the amount of \$1,218,933.16 dated June 16, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated June 16, 2023.

XI. ADMINISTRATOR’S REPORT

XII. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported a total of 99,776 registered voters in Centre County. The Precinct of the week is Precinct #12 Philipsburg-3. In the last Election there were 393 registered voters with 68 ballots cast for a voter turnout of 17.30%.

B. Announcements

- i. Centre County Government Offices will be closed on Tuesday, July 4, 2023 in observance of Independence Day.

XIII. EXECUTIVE SESSION REPORT

XIV. PUBLIC MEETING SCHEDULE

Tuesday, June 20, 2023

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

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Tuesday, June 27, 2023

Responsible Contractor Ordinance Hearing – 10 AM – Willowbank 146

Board of Commissioners – 10 AM – Willowbank 146

Thursday, June 29, 2023

Finance Committee – 9 AM – Willowbank 146

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

XV. QUESTIONS FROM THE PRESS

XVI. ADJOURNMENT

On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously adjourn the meeting at 11:10 AM.

ATTEST: _____

John Franek Jr.

Administrator