



## BOARD OF COMMISSIONERS MINUTES

Tuesday, July 6, 2021, 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 10:00 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., and Staff Assistant Jillian Savage.

County personnel present included Recorder of Deeds Joe Davidson, Human Services Administrator Natalie Corman, Kristen Simkins, Chad Joyce, Norm Spackman, and Karri Hull.

Guests present included Fritz Smith, Lesley Kistner, and Kim Stank.

Representatives from the news media included Gary Sinderson.

C-Net Staff were present.

### III. PUBLIC COMMENT

There were no comments received from the public.

### IV. MEETING MINUTES

Minutes from the June 29, 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 the June 29, 2021 Board of Commissioners meeting.*

### V. PRESENTATION

American Rescue Plan Grant: Economic Recovery Programs for the Centre County Hospitality Industry

Happy Valley Adventure Bureau (HVAB)  
Fritz Smith, President and CEO

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Fritz Smith provided the Board with an overview of the 2021 “HVAB Summer Blitz”. This will be a strategic and robust marketing campaign to compete for the attention of the 87% of Americans expected to travel this summer. The campaign will utilize 18 advertising outlets to gain an estimated 25 million impressions.

The Board discussed the goals of the campaign, which include increasing visitation during the week as well as on weekend and generating \$25 million in additional visitor spending.

**VI. GRANTS**

**A. Human Services**

MH/ID/EI – Human Services Administrator Natalie Corman presented the submission of the following Community and Mental Health Services Block Grant (CMHSBG) applications to the Office of Mental Health and Substance Abuse Services (OMHSAS) for the period of July 1, 2021 to June 30, 2023:

- a. Application for \$850,000 to provide for the expansion of mobile crisis intervention services in partnership with Center for Community Resources – Dept. 561.
- b. Application for \$3,000,000 to provide for crisis diversion programs to include creation of a Crisis Residential and Evaluation site with Center for Community Resources, Community Services Group, and Oasis LifeCare. This site will provide evaluations, beds available for one to seven-day stays, and one bed available for 45-day stays. Oasis LifeCare will be able to provide aftercare support for individuals – Dept. 561.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the submission of the two CMHSBG applications to OMHSAS.*

**VII. CONTRACTS/AUTHORIZATIONS**

**A. Human Services**

MH/ID/EI

Human Services Administrator Natalie Corman presented the following items:

1. Contract addendum 2 with Eagle View Personal Care Home to allow for funds for the remainder of Fiscal year 2020/2021 to provide additional mental health community residential services in the amount of \$44,000. This will increase the contract maximum from \$437,000 to \$481,000 which will be funded as follows: State \$458,826 and County Match \$22,174 for the period of July 1, 2020 to June 30, 2021 – Dept. 561.

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2. Contract addendum 2 with Eagle Valley Personal Care Home to allow for funds for the remainder of Fiscal year 2020/2021 to provide additional mental health housing support services in the amount of \$3,000. This will increase the contract maximum from \$483,292 to \$486,292 which will be funded as follows: State \$463,874 and County Match \$22,418 for the period of July 1, 2020 to June 30, 2021 – Dept. 561.
3. Contract addendum 2 with Eagle Ridge Personal Care Home to allow for funds for the remainder of Fiscal year 2020/2021 to provide additional mental health housing support services in the amount of \$1,000. This will increase the contract maximum from \$30,000 to \$31,000 which will be funded as follows: State \$29,571 and County Match \$1,429 for the period of July 1, 2020 to June 30, 2021 – Dept. 561.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve MH/ID/EI items 1-3.*

4. Infants, Toddlers, and Families (ITF) Medicaid Waiver Operating Agreement to serve as the business agreement between the Department of Public Welfare, Office of Child Development and Early Learning, and County MH/ID/EI Programs for the implementation of the ITF Medicaid Waiver. There is no cost for this agreement for the period beginning July 1, 2021 – Dept. 561.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the ITF Medicaid Waiver Operating Agreement to next week's Consent Agenda.*

- B. Human Resources – Director Kristen Simkins presented a contract with The Archer Company to provide a Classification and Compensation Study for the County of Centre. The contract total shall not exceed a total of \$31,500 - Dept. 114.

A Classification and Compensation Study has not been performed in over a decade. Administrator Margaret Gray reported the contract has been reviewed by the County Solicitor and approval is recommended.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract with The Archer Company.*

- C. Criminal Justice Planning – Director Karri Hull introduced a contract renewal with Tracy Small as an independent contractor in the capacity of the Crisis intervention Team (CIT) Coordinator. The contract total is \$34,324 which is funded as follows: Human Services Block Grant (HSBG) \$13,940, and six area municipal police departments \$20,384, for the period of July 1, 2021 to June 30, 2022 – Dept. 306.

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

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- D. Emergency Communications 911 – Director Norm Spackman introduced a contract renewal with Breon’s Incorporated to provide generator maintenance for all 911 Towers sites and the Willowbank Tower. The contract total is \$13,473.76 which is eligible for PEMA funding for the period of June 9, 2021 to June 8, 2022 – Dept. 354.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract renewal with Breon’s Incorporated to next week’s Consent Agenda.*

- E. Records Management – Chief Information and Records officer Chad Joyce presented a quote from O’Neil Software to increase the County’s record entry licenses from 25,000 to 30,000. This will allow for increased documentation of Centre County’s records storage. The quote total is \$2,218.54, which includes the one-time expansion cost of \$1,833.50, and a reoccurring increase to the annual license agreement of \$385.04, for the period of July 16, 2021 to October 11, 2021 – Dept. 142.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the quote from O’Neil Software to next week’s Consent Agenda.*

**VIII. 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. CONTRACTS/AUTHORIZATIONS**

Planning & Community Development - Memorandum of Understanding (MOU) for the "Revised Preliminary Land Development Plan - The Village of Nittany Glen"; CCPCDO File No. 66-21. This proposal represents a revision to the previously approved preliminary land development plan for The Village of Nittany Glen, whereby the plans will now reflect a change in building type by proposing 16 duplex buildings in lieu of single-family residences with corresponding infrastructure. The total buildout is proposed to contain 335 residential units with 108 proposed units and 227 units already approved for development. The Village of Nittany Glen development complex is located along Fillmore Road approximately 3/4 of a mile from its intersection with Fox Hill Road in Benner Township – Dept. 151.

- i. Recorder of Deeds – Contract amendment with Data Trace Information Services LLC (Data Trace) to allow for a three-year extension. This contract allows the County to provide Data Trace with indexed records on a daily basis, the County will receive \$.02 per record or \$50.00 per month, whichever amount is greater for the period of July 11, 2021 to July 10, 2024 – Dept. 133.

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ii. Human Services

MH/ID/EI - Letter of Proposal for Service Agreement for Mental Health Hearings for Fiscal Year 2021-2022 to the City of Philadelphia Department of Behavioral Health and Intellectual disAbility Services (DBHIDS) to allow for service provisions and costs for mental health hearings of Philadelphia County residents incarcerated at Rockview State Correctional Institute. Costs, not to exceed an annual total of \$2,000, are as follows: Mental Health Review Officer \$150/hearing; Counsel \$105/hearing; stenographic services \$100/hearing; counsel for appeal hearings \$160/hearing for the period of July 1, 2021 to June 30, 2022 – Dept. 561.

B. GRANTS

i. Human Services

Adult Services – Contract with the Department of Community and Economic Development (DCED) for Centre County’s Emergency Solutions Grant (ESG-CV2) to provide continued rapid re-housing services in Centre County. The project total is \$182,691 for costs incurred for the period of May 11, 2021 to April 20, 2022 – Dept. 501

ii. Planning & Community Development - IDIS Online Access Request form to authorize Tyler Dombroski of SEDA Council of Governments (SEDA-COG) to access IDIS funds relative to Centre County’s federal Community Development Block Grant (CDBG) Entitlement Program – Dept. 817.

IX. AUTHORITIES, BOARDS AND COMMISSIONS

X. LETTER OF SUPPORT

XI. LIQUID FUELS – FEE FOR LOCAL USE

XII. ADMINISTRATOR’S REPORT

Administrator Margaret Gray announced that all County office buildings are open as of 8:30 AM today.

XIII. DISCUSSION ITEMS

XIV. CHECK RUN

Check run in the amount of \$705,199.97 dated July 2, 2021.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated July 2, 2021.*

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XV. C-NET REQUESTS

XVI. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 104,930 registered voters in Centre County. The precinct of the week is precinct #26 State College East 3 with 2,645 registered voters. In the last election there were 101 ballots cast, for a turnout of 3.82%.

B. Announcements

XVII. EXECUTIVE SESSION REPORT

XVIII. PUBLIC MEETING SCHEDULE

**Tuesday, July 6, 2021**

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – American Rescue Plan – 11 AM– Willowbank 146

Board of Commissioners Work Session – Facilities – 1 PM – Willowbank 146

Human Services Block Grant Public Hearing – 5:30 PM – [Virtual](#)

**Wednesday, July 7, 2021**

Human Services Block Grant Public Hearing – 9 AM – [Virtual](#)

**Thursday, July 8, 2021**

Prison Board of Inspectors – 8 AM - [Virtual](#)

**Tuesday, July 13, 2021**

Board of Commissioners – 10 AM – Willowbank 146

**Thursday, July 15, 2021**

Board of Commissioners/Salary Board – 10 AM – Willowbank 146

Retirement Board – 11 AM – Willowbank 146

XIX. ELECTION ANNOUNCEMENTS

**Monday, August 2, 2021**

Last day to circulate and file nomination papers

**Monday, August 9, 2021**

Last day to file objections to nomination papers

Last day for withdrawal by candidates nominated by nomination papers

Last day for withdrawal by candidates nominated at the primary

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**XX. QUESTIONS FROM THE PRESS**

**A. Gary Sinderson – WTAJ**

- i. Has the Department of Health discontinued the COVID-19 Testing Site?
- ii. Will the salary review include Court employees?
- iii. How many employees does the County have?
- iv. Have any County Offices lost employees?
- v. What will be discussed at the 1 PM Facilities Work Session?
- vi. Where do you stand on the American Rescue Plan? How soon do you expect to start?
- vii. Is the County allowed to do what the State has done in terms of holding American Rescue Plan funds in reserve?

**XXI. ADJOURNMENT**

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:53 AM.

ATTEST:

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Margaret N. Gray  
Administrator