



BOARD OF COMMISSIONERS WORK SESSION MINUTES

Tuesday, July 6, 2021, 11:00 A.M.

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

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I. CALL TO ORDER

The public work session of the Centre County Board of Commissioners was convened at 11:14 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., and Staff Assistant Jillian Savage.

County personnel present included Controller Jason Moser.

Guests present included Corey Troutman and Kim Stank.

II. PUBLIC COMMENT

There were no comments received from the public.

III. COVID-19 PLANNING AND RESPONSE

American Rescue Plan Act (ARPA)

i. ARPA Executive Team for Centre County

Administrator Margaret Gray suggested the creation of an American Rescue Plan Executive Team to discuss ARPA items before presentation to the Board. Members of the team include Administrator Margaret Gray, Kim Stank, Controller Jason Moser, Deputy Administrator John Franek, Jr., and Cory Troutman. The team will meet through September 2021. The Board agreed and Commissioner pipe requested the Executive Team develop a schedule or outline of fund expenditures.

Kim Stank noted that the “wish list” of projects Margaret had provided would be very helpful in the development of a schedule.

Margaret noted that comprehensive accounting is also needed to help with the phasing of fund expenditures.

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Commissioner Dershem requested the Board be mindful of future possible projects when discussing potential allocations.

ii. Small Business Grant Program

The Board reviewed the Professional and Administrative Services Agreement with SEDA-COG to administer the small business grant program. Margaret and Kim stated that a few adjustments will be needed before the contract is finalized. The contract is scheduled for Board approval at the Tuesday, July 13th, 2021 Board of Commissioners meeting.

Commissioner Pipe and Margaret noted that the County Solicitor Betsy Dupuis has not yet reviewed the agreement.

Commissioner Pipe asked how the data collection will be documented for reporting purposes for disadvantaged communities and evidence-based interventions. Kim stated that disadvantaged communities are determined through address, while evidence-based interventions will show loss of revenue.

Kim stated that reports are due September 30, 2021. Margaret suggested they be due by the end of August.

The Board stated that once the program is completed any grant money remaining will be returned to the county.

C. Economic Revitalization - Tourism

Margaret stated that a grant contract is needed for the tourism program to be administered through the Happy Valley Adventure Bureau (HVAB).

Kim suggested that the contract reference appendix 1 expenditure categories 2.11 add to tourism, travel, or hospitality.

If finalized in time, the contract may be approved at the Thursday July 15, 2021 Board of Commissioners meeting.

iii. Revenue Loss

Cory Troutman reported that Revenue Loss is the least restrictive category. Regulations allow for a minimum of 4.1% inflation. base Revenue total is approximately \$16.8 million, with year 1 being \$2.8 million, year 2 being 2.8 times 2 and year 3 being 2.8 times 3.

Commissioner pipe asked if Federal funding such as State grants will be removed from this calculation.

Margaret noted that while Centre Crest is an unknown cost, it is estimated at \$150 per square foot. Kim stated that specific items such as the installation of an HVAC system will be an allowable expense, however, to use ARPA funds for Centre Crest cost documentation will matter.

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The Board plans to hold an American Rescue plan act work session every two weeks. The Executive Team will meet on the week the Board does not hold a work session. The next work session is scheduled for Tuesday, July 20th, 2021 at 11 AM following the Board of Commissioners meeting.

IV. DISCUSSION ITEMS

V. QUESTIONS FROM THE PRESS

VI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 12:16 PM.

ATTEST:

Margaret N. Gray
Administrator