



## BOARD OF COMMISSIONERS MINUTES

Tuesday, July 12, 2022, 10:00 A.M.

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

[Register](#) online to receive a notification when meeting agendas are posted.

---

### I. CALL TO ORDER

The public meeting of the Board of Commissioners was convened at 10:02 AM by Chair of the Board Michael Pipe.

### II. PLEDGE OF ALLEGIANCE

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

County personnel included Dave Lomison, Ray Stolas, Deputy Administrator Natalie Corman, Dusty Devinney, Sheriff Bryan Sampsel and Norm Spackman.

Guests present included, Mitzi Long, Betsy Lockwood, Wes Cartwright, Pam Hackenburg and Jim Smith.

Representatives from the news media included Gary Sindersen.

C-NET staff were present.

### III. PUBLIC COMMENT

There were no comments received from the public.

### IV. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

### V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners Meeting held on Tuesday, July 5, 2022 and the Work Session held on Tuesday, June 21, 2022.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from July 5, 2022 and June 21, 2022.*

### VI. PROCLAMATION

### VII. BIDS AND PROPOSALS

- A. Business and Paratransit Fleet Vehicle Maintenance – Dave Lomison asked the Board to enter into contract negotiations for the Request for Proposals with Extreme Towing LLC– Dept. 531/532.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to enter into contract negotiations for the RFP – Business and Paratransit Fleet Vehicle maintenance with Extreme Towing LLC.*

**BOARD OF COMMISSIONERS MINUTES**

**TUESDAY, JULY 12, 2022**

**PAGE 2**

- B. CMA Professional Services – Administrator John Franek Jr. asked the Board to enter into contract negotiations for the CMA Professional Services with Massaro Construction Services – Dept. 917.

Three firms bid on the Centre Crest Renovation Project, with all firms submitting strong proposals. After meeting with all three firms, the decision was made to go with Massaro Construction Management Services, which is headquartered in Pittsburgh, PA.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to enter contract negotiations with CMA firm – Centre Crest Renovations.*

VIII. **CONTRACTS – AUTHORIZATIONS**

- A. Emergency Communications 911 – Norm Spackman asked the Board to approve the contract with ComPros to provide CPE maintenance and support for the Southern Alleghenies 9-1-1 Cooperative Telephone System. Services include hardware, software, monitor and response from AirBus (manufacturer) and ComPros (local technical support) labor. These maintenance costs are funded by the PEMA SAC Grant. This agreement was not due for renewal, however the cost of Centre County’s share decreased so a new agreement was issued with the only change being the cost breakdown for Centre County. The total cost of the contract is \$402,192.32 for the period of October 1, 2021 to September 30, 2026 – Dept. 354.

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

- B. Planning and Community Development

1. Project selection for the 2022 CDBG application – Dept. 817.

Mitzi Long spoke about the three eligible projects for the 2022 CDBG projects:

i. Gregg Township - Community Center restoration project to replace the floors and windows in the gymnasium that is used by the community residents as well as boy and girl scouts’ activities, 4H, local youth sports teams with a total project cost of \$230,050.

Pam Hackenburg the Gregg Township Secretary spoke about the need for the gymnasium upgrade with multiple youth group meetings at this building as well as a local food pantry that utilizes the space on a daily basis.

ii. Eagle Creek Project - sewer and water line installation as well as an installation of a water supply line as a secondary back up water source and pay the engineering costs. The total project cost is \$1,899,752 and are requesting a competitive CDBG application to be submitted in the Fall.

iii. Haines Woodward Municipal Authority - water line replacement project and installation of fire hydrants as well as the engineering costs. Total project cost is \$216,526.

Mitzi stated the total allocation available for all the CDBG projects is \$284,966. Mitzi explained the Commissioners could fund all three projects if they decided to, but it would not be at the full allocations they are requesting and in turn would make the projects a multi-year project. Commissioner Pipe

**BOARD OF COMMISSIONERS MINUTES**

**TUESDAY, JULY 12, 2022**

**PAGE 3**

suggested to fully fund the Gregg Township project and allocate roughly the \$4,000 remaining to the Eagle Creek project. Therefore, strongly considering the Haines Woodward project next year.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the 2022 CDBG projects as follows: to fully fund the Gregg Township project and the remaining amount to allocate towards the Eagle Creek project.*

2. Ray Stolin and Betsy Lockwood asked the Board to approve the match commitment letter for the Moshannon Valley EMS project. They are proposing to construct a 9,900 sq. ft. new ambulance/training headquarters at the site of the former Philipsburg Area Hospital. An Appalachian Regional Commission grant and matching funds will assist in the construction of the building. SEDA COG, ARC Administrator requests a match commitment letter for Pennsylvania Department of Community & Economic Development (PA DCED) to serve as the basic agency for the project. The project total is \$300,000 – Dept. 151.

Betsy Lockwood explained the last piece would be the bank financing letter which should come in at the end of July. This letter is one piece of several documents that are due to DCED to serve as the basic agency for the project. Wes Cartwright stated they have started on this project about six years ago, and the facility they currently have they have outgrown. They currently have six ambulances and about 1400 calls they respond to in a year and there is no room for expansion at the current location. The new location will be where the old Philipsburg Hospital was. Commissioner Higgins explained how the County works with all different organizations and how everyone had a part making this happen in about ten days and gave his appreciation to everyone involved in the project.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the match commitment letter for the Moshannon Valley EMS Building Project.*

Human Services

C. MH/ID

Deputy Administrator Natalie Corman asked the Board to approve the following items:

1. Letter of agreement with Strawberry Fields, Inc. to provide early intervention services that include occupational therapy, physical therapy, special instruction, IFSP teaming and interpretation services. The contract total is \$300,000 funded as follows: State \$270,000 and County match \$30,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
2. Contract Addendum 1 with The Advocacy Alliance and the County of Centre. This will allow for funds to provide additional ID incident management services in the amount of \$8,000. The service provider's contract maximum will increase from \$15,000 to \$23,000 funded as follows: State \$21,940 and County match \$1,060 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.

**BOARD OF COMMISSIONERS MINUTES**

**TUESDAY, JULY 12, 2022**

**PAGE 4**

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the MH/ID items 1-2 to next week's Consent Agenda.*

- D. Aging – Deputy Administrator Natalie Corman asked the Board to approve the addendum to the agreement with Lock Haven University that allows the acceptance of interns. Lock Haven University and Mansfield University are surrendering their independent and degree granting authority to be incorporated into the scope of accreditation of Bloomsburg University, which will be renamed Commonwealth University of Pennsylvania or the Integrated University. The Integrated University will assume the rights and duties of the previous agreement for the period of July 1, 2022 to June 30, 2025 – Dept. 521.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the addendum to the agreement with Lock Haven University to next week's Consent Agenda.*

E. Transportation

Dave Lomison asked the Board to approve the following items:

1. Contract renewal with Hull's Janitorial Services to provide cleaning and carpet services to the Transportation Office and garage rest room once per week for \$65.00 per week. The contract total is \$3,380 for the period of July 1, 2022 to June 30, 2023 – Dept. 531/532.
2. Contract addendum with Community Integrations LLC to provide transportation services for the County. The new single rate will increase from \$2.55 to \$2.75 per mile for trips over 40 miles for the period of July 1, 2022 to April 4, 2026 – Dept. 531.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Transportation items 1-2 to next week's Consent Agenda.*

3. Consider approval of the purchase of a 2022 Ford Explorer 4WD vehicle from Hoffman Ford for the Centre County Correctional Facility. This vehicle would be placed into the Prison's Fleet to replace a vehicle that has met its useful life. The total cost is \$43,000 and will be paid for with funds from the prison's commissary fund – Dept. 532.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the vehicle purchase for the CCCF.*

F. Facilities Management

Dusty Devinney asked the Board to approve the following items:

1. Contract with McClure Company to provide boiler maintenance services and one inspection per year for the Courthouse. The contract total is \$5,140 for the period of January 1, 2022 to December 31, 2022 – Dept. 161.
2. Contract with McClure Company to provide boiler maintenance services and one inspection per year for the Willowbank Building. The contract total is \$5,140 for the period of January 1, 2022 to December 31, 2022 – Dept. 161.

**BOARD OF COMMISSIONERS MINUTES**

**TUESDAY, JULY 12, 2022**

**PAGE 5**

3. Contract with McClure Company to provide boiler maintenance services and one inspection per year for the Centre County Correctional Facility. The contract total is \$3,214 for the period of January 1, 2022 to December 31, 2022 – Dept. 161/333.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Facilities Management items 1-3 to next week's Consent Agenda.*

**IX. 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. Information Technology Systems**

1. Contract renewal with CentralSquare to provide Optio plugins and Four Js that are used to create and produce reports. The contract total is \$12,209.07 for the period of September 1, 2022 to August 31, 2023 – Dept. 142.
2. Contract renewal with CentralSquare for the annual maintenance and support for Finance Plus Software. The contract total is \$41,412.27 for the period of February 1, 2022 to January 31, 2023 – Dept. 142.

- B. Elections** – Contract renewal with Phoenix Graphics Inc. to provide services for mailing ballots for the November 8, 2022 General Election. The price per ballot is \$1.51 for black print for less than 500 per day, \$1.54 for color print for less than 500 per day, \$1.28 for black print for more than 500 per day and \$1.31 for color print for more than 500 per day. The contract period is September 15, 2022 to November 8, 2022 – Dept. 131.

**X. CHECK RUN**

Check run in the amount of \$519,947.57 dated July 8, 2022.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated July 8, 2022.*

**XI. ADMINISTRATOR'S REPORT**

Second Quarter Report of 2022 – Resolution 7 of 2022.

Administrator John Franek Jr. reported on the second quarter report in accordance with Resolution 7 of 2022. There was a total of twenty authorizations performed with individual monetary values ranging from \$364.00 to \$12,850.00. Five were new expenditures with a total of \$15,932.00, twelve were expenditure renewals totaling \$50,028.81, and three were addendums to existing expenditures totaling \$13,117.04. A grand total of all expenditures authorized by the Administrator in Quarter 2 of 2022 is \$ 79,077.85.

**XII. REPORTS – ANNOUNCEMENTS.**

**A. Voter Registration Report**

Commissioner Dershem reported 105,298 registered voters in Centre County. The precinct of the week is #66 Patton South One with 750 registered voters. In the General Primary Election there were 376 ballots cast for a voter turnout of 50.13%.

**B. Announcements**

**XIII. EXECUTIVE SESSION REPORT**

**BOARD OF COMMISSIONERS MINUTES**

**TUESDAY, JULY 12, 2022**

**PAGE 6**

XIV. PUBLIC MEETING SCHEDULE

**Thursday, July 14, 2022**

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

**Tuesday, July 19, 2022**

Board of Commissioners – 10 AM – Willowbank 146

Work Session – 11 AM – Willowbank 146

**Tuesday, July 26, 2022**

Board of Commissioners – 10 AM – Willowbank 146

XV. QUESTIONS FROM THE PRESS

XVI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:49 AM.

ATTEST:

---

John Franek Jr.

Administrator