



BOARD OF COMMISSIONERS MINUTES

Tuesday, July 13, 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, and Staff Assistant Jillian Savage.

County personnel present included Warden Schell, Ken Pendleton, Quentin Burchfield, Ray Stolinis, Liz Lose, Chad Joyce, and Anne Messner.

Guests present included Emily Schnellbaugh, and Nicki Tourscher.

C-Net Staff were present.

III. PUBLIC COMMENT

There were no comments received from the public.

IV. MEETING MINUTES

Minutes from the July 6, 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 July 6, 2021 Board of Commissioners meeting.*

V. PROCLAMATION

Proclamation 22 of 2021 – Proclaiming July 2021 as “Park and Recreation Month” and July 16, 2021 as “Pennsylvania Parks and Recreation Professionals Day” in Centre County. PA Recreation and Parks Society (PRPS) Communications Manager Emily Schnellbaugh, and Nicki Tourscher spoke about the history of Pennsylvania Parks and Recreation Professionals Day. Emily encouraged people to visit www.prps.org for information about the organization and planned events.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 22 of 2021.*

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VI. CONTRACTS/AUTHORIZATIONS

A. Correctional Facility

Warden Schell presented the following items:

- i. Proposal from Penn State Psychology Department to provide Psychological Consultation Services to staff and incarcerated individuals in the Centre County Correctional Facility. The proposal total is \$16,875 which will be funded by In-Kind services funds for the period of July 1, 2021 to June 30, 2022 – Dept. 333.
- ii. Contract with Appellation Construction Services, LLC to service and repair the Rockwell Automation Door Secure system. The contract total is \$36,578.06 for the period of August 1, 2021 to December 31, 2023 - Dept. 333.

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

B. Human Services

- i. Aging – Director Ken Pendleton and Quentin Burchfield introduced a contract addendum with The Nutrition Group to allow for a six-month extension to provide a home delivered meals program at \$4.38 per meal. The contract total is \$185,000 which is funded as follows: State \$92,500, and Federal \$92,500 for the period of July 1, 2021 to December 31, 2021 – Dept. 521.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contract addendum with The Nutrition Group to next week's Consent Agenda.*

VII. GRANTS

- A. Planning & Community Development – Assistant Director Liz Lose introduced the Keystone Communities Program grant close out report for submission to the PA Department of Community and Economic Development (DCED) – Dept. 151.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the submission of the grant close out report to DCED 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

i. Human Services

MH/ID/EI - 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.

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- ii. Criminal Justice Planning – 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.
- iii. Emergency Communications 911 – 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.
- iv. Records Management – Quote from O’Neil Software to document 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.

IX. AUTHORITIES, BOARDS AND COMMISSIONS

X. LETTER OF SUPPORT

XI. LIQUID FUELS – FEE FOR LOCAL USE

Anne Messner presented the following items:

A. Mid-Year Programs Update

The Fee for Local Use 2021 mid-year balance is \$2,021,115.02. As of March 2021, the County has allocated \$1,741,020.38 to local roadway and Bridge projects.

The 2021 Liquid Fuels program allocation was in the amount of \$163,000. The 2022 program allocation is anticipated to be in the amount of \$150,000.

Anne Proposed the following schedule for 2021:

Steps	Date(s)
Commissioners authorize solicitation of Fee for Local use and Liquid Fuels program	Tuesday, August 24, 2021
All notifications sent to municipalities	Friday, August 27, 2021
Deadline for municipalities to submit requests	Friday, October 22, 2021
Concurrent review process by PennDOT and County staff	Tuesday October 26 to Tuesday November 9, 2021
Staff recommendations to Commissioners	Tuesday November 23, 2021
Commissioners act on the awards	Tuesday, November 30, 2021

Every dollar of Fee for Local Use funds the County dedicates to bridges is eligible for a dollar of Federal RoadMaP funds. Currently the County has dedicated \$1,449,371.38 to bridges. As of June 2021, the county has received \$269,625. Anne proposes amending the bridge bundles to replace Act 13 Funds with received funds. This would increase the total dedicated to bridges to \$1,718,996.38.

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B. Letters of Support for 2019 allocations to be used to submit the following applications:

- i. Port Matilda Borough’s 2021 Multimodal Transportation Fund application to Department of Community and Economic Development (DCED) for improvements to State Route 3017 (High Street). The 2019 Fee for Local Use allocation to Port Matilda Borough was \$60,000. The Borough is requesting \$55,000 be used for the application – Dept. 151.
- ii. Milesburg Borough’s 2021 Multimodal Transportation Fund application to Department of Community and Economic Development (DCED) for improvements to the Railroad Street Bridge. The 2019 Fee for Local Use allocation to Milesburg Borough was \$50,000 – Dept. 151.
- iii. Ferguson Township’s 2021 Transportation Alternatives Grant application to PennDOT for improvements to the Pine Grove Mills Streetscape. The 2019 Liquid Fuels allocation to Ferguson Township was \$50,000 – Dept. 151.
- iv. Gregg Township’s 2021 Multimodal Transportation Fund application to the Department of Community and Economic Development (DCED) for improvements to Bitner Hollow Road Bridge and Reconstruction project. The 2019 Fee for Local Use allocation to Gregg Township was \$100,000 – Dept. 151.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the letters of support for the four municipalities to next week’s Consent Agenda.*

XII. ADMINISTRATOR’S REPORT

Resolution 1 of 2021 – Second Quarter Report

Administrator Margaret Gray reported that 23 items were approved in the first quarter in accordance with Resolution 1 of 2021.

Vendor		Vendor	
1	GoSkills Limited	12	Blue Jeans
2	ES&S	13	Jamie Praskovich
3	Comcast	14	Jamie Praskovich
4	CDW-G	15	Jamie Praskovich
5	Vigilant Security	16	IntegraONE
6	Johnson Controls Sec Sols	17	Discovery House
7	CPWDC	18	Drug and Alcohol Rehab Svc
8	Comcast	19	CDW-G
9	Mythics	20	Merakey
10	Project Point of Light	21	Berkley Accident & Health
11	SHI	22	Public Health Mgt Corp.
		23	Hulls Janitorial

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XIII. DISCUSSION ITEMS

Commissioner Dershem commented that Emergency Communications 911 and the Correctional Faculty, which are both 24-hour facilities, are struggling to maintain staff. This has become an urgent matter and a discussion is needed to address the payscale for these positions. The Board was in agreement and this will be discussed at the Thursday, July 15 Salary Board and Board of Commissioners Meeting.

XIV. CHECK RUN

Check run in the amount of \$517,795.65 dated July 9, 2021.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated July 9, 2021.*

XV. C-NET REQUESTS

XVI. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 104,809 registered voters in Centre County. The precinct of the week is precinct #29 State College East Central 2 with 2,260 registered voters. In the last election there were 69 ballots cast, for a turnout of 3.05%.

B. Announcements

XVII. EXECUTIVE SESSION REPORT

Administrator Margaret Gray reported that the Board met in executive session Wednesday, July 7 from Noon to 12:30 PM to discuss a personnel matter.

XVIII. PUBLIC MEETING SCHEDULE

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

Tuesday, July 20, 2021

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – American Rescue Plan – 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

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Last day for withdrawal by candidates nominated at the primary

XX. QUESTIONS FROM THE PRESS

XXI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:39 AM.

ATTEST:

Margaret N. Gray
Administrator