



BOARD OF COMMISSIONERS MINUTES

Tuesday, July 20, 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 Warden Schell, Chad Joyce, Faith Ryan, Ray Stolinas, Rayme Weidel, Dave Lomison and Anne Messner.

Guests present included Mitzi Gallagher-Long, Donna Schwenzer, Kim Stank, and Cindy Kunes.

Representatives from the news media included Gary Sinderson, Halie Kines, and Alisha Oyster.

C-Net Staff were present.

III. PUBLIC COMMENT

There were no comments received from the public.

IV. MEETING MINUTES

Minutes from the July 13, 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 13, 2021 Board of Commissioners meeting.*

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V. AMERICAN RESCUE PLAN

Centre County Commissioners Small Business Grant

Commissioner Higgins Announced that applications will be accepted started today at 11 AM for the Centre County Commissioners Small Business Grant funded exclusively by the American Rescue Plan. Grants will be awarded on a first come-first served basis until the total \$3 million has been awarded. For additional information, please visit <https://centrecountypa.gov>.

VI. CONTRACTS/AUTHORIZATIONS

A. Human Services

- i. Adult Services – Director Faith Ryan introduced a letter of commitment to the Pennsylvania Housing Finance Agency (PHFA) confirming \$16,000 has been committed to continue the Pennsylvania Housing Affordability and Rehabilitation Enhancement (PHARE) Rental Assistance Program for the period of January 1, 2022 to December 31, 2022 – Dept. 501.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Letter of Commitment to PHFA to next week's Consent Agenda.*

- B. Emergency Communications 911 – Assistant Director Rayme Weidel introduced a proposal from PBCI-Allen to install additional HVAC equipment in the 911 equipment room. The proposal total is \$11,435, which is eligible for PEMA Act 12 Funding for the period of July 27, 2021 to September 30, 2021 - Dept. 354.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the proposal from PBCI-Allen to next week's Consent Agenda.*

- C. Correctional Facility – Warden Schell introduced an intergovernmental housing agreement with Potter County. The contract rate is \$65 per day for the period of July 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 the agreement with Potter County to next week's Consent Agenda.*

- D. Information Technology Systems – Chief Information and Records Officer Chad Joyce introduced a quote from Qualtrics for data collection software to be used for grant applications. The Contract total is \$5,000 for the period of August 7, 2021 to August 6, 2022 – Dept. 142.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Quote from Qualtrics to next week's Consent Agenda.*

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VII. GRANTS

A. District Attorney

Donna Schwenzer presented the following items:

- i. STOP Violence Against Women Grant application submission to the Pennsylvania Commission on Crime and Delinquency (PCCD). The grant total is \$435,000, which is funded as follows: Federal \$375,000, County \$30,000, and State College Police Department \$30,000 for the period of January 1, 2022 to December 31, 2024 – Dept. 221.
- ii. Contract with Donna Schwenzer to perform the duties of Grant Coordinator for the STOP Violence Against Women grant through the Pennsylvania Commission on Crime and Delinquency. The contract total is \$14,700 which is Federally funded for the period of January 1, 2022 to December 31, 2024 – Dept. 221
- iii. STOP Violence Against Women Pass-Through Agreement with Centre Safe to perform the project services outlined in the grant application to the Pennsylvania Commission on Crime and Delinquency for the STOP Violence Against Women Project. The contract total is \$147,300 which is Federally funded for the period of January 1, 2022 to December 31, 2024 – Dept. 221.
- iv. STOP Violence Against Women Pass-Through Agreement with The Borough of State College to perform the project services outlined in the grant application to the Pennsylvania Commission on Crime and Delinquency for the STOP Violence Against Women Project. The contract total is \$113,850 which is Federally funded for the period of January 1, 2022 to December 31, 2024 – Dept. 221.

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

B. Community Development Block Grant (CDBG)

SEDA-Council of Government's Project Coordinator Mitzi Gallagher-Long presented the following CDBG items:

i. Resolutions

1. Resolution 9 of 2021 - Adopting a Fair Housing Policy, making known the County's commitment to the principle of Fair Housing, and describing actions it shall undertake to further fair housing – Dept. 817.
2. Resolution 10 of 2021 - Appointing the Centre County Risk Officer as the Section 504 Office in accordance with Section 504 of the Rehabilitation Act of 1973 – Dept. 817.
3. Resolution 11 of 2021 – Re-adopting the Centre County Business Integrity Policy – Dept. 817.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add Resolutions 9, 10 and 11 of 2021 to next week's Consent Agenda.*

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ii. Policies

1. Community Development Block Grant Program Income Reutilization Plan – Dept. 817.
2. Financial Management Plan – Dept. 817.
3. CDBG Program Procurement Policy – Dept. 817.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add CDBG items i-ii 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. Correctional Facility

1. 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.
2. 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.

ii. Human Services

Aging – Contract addendum with The Nutrition Group to allow for a six-month extension to provide a 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.

B. GRANTS

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

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C. LIQUID FUELS – FEE FOR LOCAL USE

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

1. Port Matilda Borough’s 2021 Multimodal Transportation Fund application to 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.
2. Milesburg Borough’s 2021 Multimodal Transportation Fund application to DCED for improvements to the Railroad Street Bridge. The 2019 Fee for Local Use allocation to Milesburg Borough was \$50,000 – Dept. 151.
3. 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.
4. 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.

IX. AUTHORITIES, BOARDS AND COMMISSIONS

X. LETTER OF SUPPORT

XI. LIQUID FUELS – FEE FOR LOCAL USE

2021 Local Transportation Project Funding Program Schedule

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 award funding	Tuesday, November 30, 2021

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the 2021 program schedule.*

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XII. ADMINISTRATOR'S REPORT

XIII. DISCUSSION ITEMS

Administrator Margaret Gray asked the Board to consider adding an Update on the 2019 Delinquent Upset Sale to today's agenda under Discussion Items.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the Update on the 2019 Delinquent Upset Sale to today's agenda under Discussion Items.

Update on the 2019 Delinquent Upset Sale

Deputy Administrator John Franek reported that approximately 200 properties in Centre County have Delinquent 2019 Taxes. It is anticipated that 80 of these properties will proceed to the September Sale.

Approximately 400 properties in Centre County have Delinquent 2020 Taxes. The Board discussed the procedures in place to give property owners ample opportunity to pay these delinquent taxes. This includes Certified Notices, which will be mailed to the property owners on July 21, 2021. The County also contracts with Palmetto Posting to visit the owners and leave a physical posting on the property.

XIV. CHECK RUN

Check run in the amount of \$740,004.08 dated July 16, 2021.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated July 16, 2021.*

XV. C-NET REQUESTS

XVI. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 104,855 registered voters in Centre County. The precinct of the week is precinct #30 State College East Central 3 with 803 registered voters. In the last election there were 52 ballots cast, for a turnout of 6.42%.

B. Announcements

The Centre County Board of Commissioners Meeting scheduled for Tuesday, August 3, 2021 is cancelled for the Board's attendance at the CCAP Conference.

XVII. EXECUTIVE SESSION REPORT

Administrator Margaret Gray reported that the Board will need to meet in executive session following this meeting to discuss a personnel matter.

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XVIII. PUBLIC MEETING SCHEDULE

Tuesday, July 20, 2021

Board of Commissioners – 10 AM – Willowbank 146

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

Wednesday, July 21, 2021

Community Development Block Grant Final Public Hearing – 6 PM - Willowbank 146

Thursday, July 22, 2021

Employee Benefits Trust – 10 AM - Willowbank 146

Retirement Board – 11 AM - Willowbank 146

Tuesday, July 27, 2021

Board of Commissioners – 10 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

XX. QUESTIONS FROM THE PRESS

A. Gary Sinderson – WTAJ, Regarding the Centre County Commissioners Small Business Grant:

i. How did you arrive at the \$3 million?

ii. Many businesses have received no grants, will they be given priority?

iii. Is there a time limit for when this has to be spent for the businesses?

iv. What is the total American Rescue Plan funding the County is receiving?

XXI. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to move into executive session at 10:37 AM.

The Board came out of executive session at 11:03 AM.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 11:03 AM.

ATTEST:

Margaret N. Gray
Administrator