



BOARD OF COMMISSIONERS MINUTES

Tuesday, July 27, 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 10:07 AM by Chair of the Board Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, County Solicitor Elizabeth Dupuis, Deputy Administrator John Franek Jr., Staff Assistant Jillian Savage, and Director of Human Resources Kristen Simkins.

County personnel present included Human Services Administrator Natalie Corman, Faith Ryan, Karri Hull, Dave Lomison, Ray Stolinas, and Mark Kellerman.

Guests present included Micki DeBraskey Hartranft, and Mary Sorenson.

C-Net Staff were present.

III. PUBLIC COMMENT

There were no comments received from the public.

IV. MEETING MINUTES

Minutes from the July 20, 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 20, 2021 Board of Commissioners meeting.*

V. PROCLAMATION

Proclamation 23 of 2021 – Proclaiming August 2021 as “Gastroparesis Awareness Month” in Centre County. Micki Debraskey Hartranft spoke on her experience with the debilitating disorder, which is characterized by severe pain, nausea, and vomiting. Gastroparesis affects an estimated 5 million Americans and has no known cure. Additional information on this disorder can be found at www.curegp.org.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 23 of 2021.*

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VI. PRESENTATION

Centre County Correctional Facility Solar Array Update

Deputy Administrator John Franek, Jr. reported that as of 2 PM on June 7, 2021 the Solar Array has produced a total of 1.94 GWh of energy since its installation. The Board discussed the systems production of Kwh from May 2020 to April 2021. John reported that January 2022 is scheduled to be the first biennial reporting event. The Board discussed the buyout opportunities as presented in the Systems contract.

John reported that Constellation Energy is the current energy provider at the Correctional Facility via the PSFEI COSTARS procurement group plan. Since Constellation Energy is not interest in continuing service beyond December 2021, the system will return to the provider of last resort West Penn Power.

VII. AMERICAN RESCUE PLAN

County Solicitor Betsy Dupuis presented a contract with SEDA Council of Governments (SEDA-COG) for the administration of the Centre County Commissioners Small Business Grant. The contract includes a rate of \$500 per approved application, not to exceed \$130,000. – Dept. 120.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract with SEDA-COG.*

VIII. CONTRACTS/AUTHORIZATIONS

A. Human Services

i. Children & Youth Services

Human Services Administrator Natalie Corman presented the following items:

1. Fiscal Year 2020/2021 Contract Renewals:

- a. Families United Network, Inc. to provide foster and residential services for dependent/delinquent youth. The contract total is \$25,000 which is funded as follows: State \$20,000 and County \$5,000 for the period of July 1, 2020 to June 30, 2021 - Dept. 511.
- b. Mid Atlantic Youth Services Corp Western PA Child Care to provide foster care services for dependent/delinquent children. The contract total is \$45,000 which is funded as follows: State \$26,250 and County \$18,750 for the period of July 1, 2020 to June 30, 2021 - Dept. 511.
- c. Hope's Haven Residential Services LLC to provide residential services for dependent/delinquent youth. The contract total is \$12,000 which is funded as follows: State \$9,600 and County \$2,400 for the period of July 1, 2020 to June 30, 2021 - Dept. 511.

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- d. Diversified Treatment Alternative Centers, LLC to provide foster and residential services for dependent/delinquent youth. The contract total is \$9,600 which is funded as follows: State \$7,680 and County \$1,920 for the period of July 1, 2020 to June 30, 2021 - Dept. 511.
- e. Drug and Alcohol Rehabilitation Services Inc., dba Manos House, to provide residential services for dependent/delinquent children. The contract total is \$1,500 which is funded as follows: State \$900 and County \$600 for the period of July 1, 2020 to June 30, 2021 - Dept. 511.

2. Fiscal Year 2021/2022 Contract Renewals:

- a. Families United Network, Inc. to provide foster and residential services for dependent/delinquent youth. The contract total is \$15,000 which is funded as follows: State \$12,000 and County \$3,000 for the period of July 1, 2021 to June 30, 2022 - Dept. 511.
- b. Kidspace National Centers to provide foster and residential services for dependent/delinquent youth. The contract total is \$5,000 which is funded as follows: State \$3,000 and County \$2,000 for the period of July 1, 2021 to June 30, 2022 - Dept. 511.
- c. Children's Aid Society of Clearfield to provide foster care services for dependent/delinquent children. The contract total is \$52,000 which is funded as follows: State \$41,600 and County \$10,400 for the period of July 1, 2021 to June 30, 2022 - Dept. 511.
- d. George Junior Republic in PA to provide residential services for dependent/delinquent youth. The contract total is \$250,000 which is funded as follows: State \$150,000 and County \$100,000 for the period of July 1, 2021 to June 30, 2022 - Dept. 511.
- e. The Bair Foundation to provide foster care services for dependent/delinquent youth. The contract total is \$150,000 which is funded as follows: State \$120,000 and County \$30,000 for the period of July 1, 2021 to June 30, 2022 - Dept. 511.
- f. Lifespan Family Services to provide foster and adoption services. The contract total is \$25,000 which is funded as follows: State \$20,000 and County \$5,000 for the period of July 1, 2021 to June 30, 2022 - Dept. 511.
- g. Growing Faith Daycare to provide childcare. The contract total is \$5,500 which is funded as follows: State \$4,400 and County \$1,100 for the period of July 1, 2021 to June 30, 2022 - Dept. 511.
- h. Joni Litzinger Childcare to provide childcare. The contract total is \$500 which is funded as follows: State \$400 and County \$100 for the period of July 1, 2021 to June 30, 2022 - Dept. 511.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Children & Youth Services contract renewals.*

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- ii. MH/ID/EI - Human Services Administrator Natalie Corman presented Contract Addendum 2 with Centre County Youth Service Bureau to allow for additional funds to provide mental health housing support services in the amount of \$6,000. This increases the contract total from \$74,000 to \$80,000, which is funded as follows: State \$76,312 and County \$3,688 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 the contract addendum 2 with Centre County Youth Service Bureau.*

- B. Housing – Satisfaction Piece for Edward and Loren Parker for the premise located in Milesburg Borough – Dept. 815.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Satisfaction Piece for Edward and Loren Parker.*

IX. GRANTS

A. Human Services

- i. MH/ID/EI - Human Services Administrator Natalie Corman presented the Fiscal Year 2021-2022 Human Services Block Grant Plan. This plan outlines the services and spending for providers in the Mental Health, Intellectual Disabilities, Drug & Alcohol and Adult Services Programs. The total is \$6,060,141, which is funded as follows: State \$5,805,088 and County Match \$255,053 for the period of July 1, 2021 to June 30, 2022 – Dept. 521/562/501.

Natalie reported that public hearings for this plan were held on July 6, 2021 and July 7, 2021. The plan can be reviewed on the county website at www.centrecountypa.gov.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Fiscal Year 2021-2022 Human Services Block Grant Plan.*

- ii. Adult Services – Director Faith Ryan introduced the Emergency Rental Assistance Program July 2021 Certification of DHS ERA1 Grant Projections for submission to the Department of Human Services – Dept. 501.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the submission of the July 2021 Certification of DHS ERA1 Grant Projections to the Department of Human Services.*

- iii. Transportation – Director Dave Lomison presented the Fiscal Year 2021-2022 Medical Assistance Transportation Program (MATP) Grant Agreement with Pennsylvania Department of Human Services. The agreement total is \$779,244 for the period of July 1, 2021 to June 30, 2022 – Dept. 531.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Fiscal Year 2021-2022 MATP Grant Agreement.*

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- B. Criminal Justice Planning - Director Karri Hull introduced a Subgrant Award Notification from the Pennsylvania Commission on Crime and Delinquency (PCCD) for the Intermediate Punishment Funding. The project total is \$130,000 for the period of July 1, 2021 through June 30, 2022 – Dept. 306.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the subgrant award notification from the PCCD.*

- C. Planning & Community Development – Director Ray Stolinis presented an Application for Payment #2 for submission to the Commonwealth of Pennsylvania Governor’s Budget Office for the Redevelopment Assistance Capital Program (RACP) in the amount of \$1,947,726 for Titan Park Plant 1 Improvements – Dept. 151.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the submission of the application for payment #2.*

X. 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

Adult Services – 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.

ii. Emergency Communications 911 – 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.

iii. Correctional Facility - 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.

iv. Information Technology Systems – 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. 120.

B. GRANTS

i. District Attorney

1. 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.

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2. 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
3. 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.
4. 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.

ii. Community Development Block Grant (CDBG)

1. Resolutions

- a. 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.
- b. 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.
- c. Resolution 11 of 2021 – Re-adopting the Centre County Business Integrity Policy – Dept. 817.

2. Policies

- a. Community Development Block Grant Program Income Reutilization Plan – Dept. 817.
- b. Financial Management Plan – Dept. 817.
- c. CDBG Program Procurement Policy – Dept. 817.

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XI. AUTHORITIES, BOARDS AND COMMISSIONS

ABC	Name	Action	Term
Centre County Board of Assessment Appeals	Roland Fisher	Resignation – March 2021	Jan 6, 2020 – December 31, 2023
Centre County Board of Assessment Appeals	Jacqui Chiarkas	Appointment to fill the unexpired term of Roland Fisher as representative for Commissioner Dershem	July 27, 2021 – December 31, 2023

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the resignation and appointment for the Centre County Board of Assessment Appeals.*

XII. LETTER OF SUPPORT

Centre County Historical Society Executive Director Mary Sorensen asked the Board to consider a letter of support for the Centre County Historical Society’s application for Historical Archival Records Care Grant funds.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of support for the Centre County Historical Society.*

XIII. LIQUID FUELS – FEE FOR LOCAL USE

XIV. CHECK RUN

Check run in the amount of \$ 1,448,287.01 dated July 23, 2021.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated July 23, 2021.*

XV. PERSONNEL ITEMS

A. Correctional Facility

- i. Personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #66, non-exempt, replacing J. Couteret), at SG-N10, effective July 28, 2021, pay period 16 – Dept. 333.
- ii. Personnel requisition for temporary full-time Corrections Officer, Correctional Facility, (p.c. #113, non-exempt, replacing S. Padilla), at SG-N10, effective July 28, 2021, pay period 16 – Dept. 333.
- iii. Leave of absence for Danielle Harvey, Corrections Officer, Correctional Facility, (p.c. #49), effective retro to July 20, 2021, pay period 16 to (estimated) July 26, 2021, pay period 16 – Dept. 333.
- iv. Leave of absence for Ty Corl, Corrections Officer, Correctional Facility, (p.c. #14), effective August 10, 2021, pay period 17 to (estimated) August 25, 2021, pay period 18 – Dept. 333.

***Action:** On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Correctional Facility Items i-iv.*

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B. Emergency Communications 911

Director Norm Spackman requested the Board consider approval of Emergency Communication 911 items i-ii:

- i. Revisions to the job description for the position of Public Safety Telecommunicator, Emergency Communications, SG-N09, effective retro to July 21, 2021, pay period 16 – Dept. 354.
- ii. Appointment for Courtney McMonagle, full-time Public Safety Telecommunicator, Emergency Communications, (p.c. #10, non-exempt, replacing R. Lyons), at SG-TN09E(05)--\$20.66/hour, effective August 16, 2021, pay period 18. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2021 \$10,913, annualized salary impact for 2022 \$11,045 - Dept. 354.
- iii. Director of Human Resources Kristen Simkins requested the Board consider the removal of the COVID-19 shift differential of \$.50 per hour for telecommunicators effective retroactive to July 18, 2021 – Dept. 354.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Emergency Communications 911 items i-iii.*

- C. MDJ Bellefonte 49-3-02 – Leave of absence for Susanne Heckman, Magisterial District Court Secretary, MDJ-Gillette-Walker, (p.c. #10), effective retro to July 19, 2021, pay period 16 to (estimated) August 1, 2021, pay period 17– Dept 253.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the leave of absence for Susanne Heckman.*

D. Human Services

MH/ID/EI

Human Services Administrator Natalie Corman requested the Board table the following items:

1. Transfer for Devon Eters, full-time Caseworker 2 – MH/ID, MH/ID/EI, (p.c. #11, non-exempt), at SG-N12I (09)-\$19.55/hour, to full-time Caseworker 2 – MH/ID, MH/ID/EI (p.c. #10, non-exempt) at SG-N12I (09)-\$19.55/hour, effective August 30, 2021, pay period 19. Salary budget savings for 2021 \$11,976, annualized salary impact for 2022 \$0 - Dept. 561.
2. Personnel requisition for full-time Caseworker 2 – MH/ID, MH/ID/EI-D&A, (p.c. #11, non-exempt, replacing D. Eters), at SG-N12A, effective July 23, 2021, pay period 16 – Dept. 561.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table MH/ID/EI items 1-2.*

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XVI. REPORT ON JUDICIAL PERSONNEL ITEMS

Probation - President Judge Pamela Ruest has approved the personnel requisition for full-time School Based Juvenile Probation Officer 2, Probation, (p.c. #24, non-exempt, replacing A. Boreman), at SG-N15, effective July 15, 2021, pay period 15 – Dept. 301.

XVII. REPORT ON ROW OFFICE PERSONNEL ITEMS

A. Coroner – Coroner Scott Sayers has approved the personnel requisition for On-call Deputy Coroner, Coroner (p.c. #7, non-exempt, replacing J. Messing), at SG-N10A (01), effective July 21, 2021, pay period 16 – Dept 212.

B. District Attorney – District Attorney Bernie Cantorna has approved the personnel requisition for full-time Legal Secretary/Receptionist, District Attorney (p.c. #19, non-exempt, replacing B. Dumond) at SG-N08A (01), effective July 16, 2021, pay period 15 – Dept 221.

C. Sheriff

i. Sheriff Bryan Sampsel has approved the personnel requisition for full-time Deputy Sheriff, Sheriff (p.c. #18, non-exempt, replacing A. Woods), at SG-N08A(01), effective July 19, 2021, pay period 16 – Dept. 211.

ii. Sheriff Bryan Sampsel has approved the personnel requisition for full-time Deputy Sheriff 2/Airport Security, Sheriff (p.c. #34, non-exempt, replacing A. Lucas), at SG-N11A(01), effective July 19, 2021, pay period 16 – Dept. 211.

XVIII. C-NET REQUESTS

XIX. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported 104,824 registered voters in Centre County. The precinct of the week is precinct #31 State College West 1 with 771 registered voters. In the last election there were 321 ballots cast, for a turnout of 41.63%.

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.

XX. PUBLIC MEETING SCHEDULE

Tuesday, July 27, 2021

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

Board of Elections – 11 AM – Willowbank 146

Thursday, July 29, 2021

Retirement Board – 11 AM - Willowbank 146

Friday, July 30, 2021

Criminal Justice Advisory Board – 11:45 AM – Willowbank 116

Tuesday, August 3, 2021

CANCELLED - Board of Commissioners – 10 AM – Willowbank 146

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Tuesday, August 10, 2021

Board of Commissioners – 10 AM – Willowbank 146

XXI. 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

XXII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 11:14 AM.

ATTEST:

Margaret N. Gray
Administrator