



## BOARD OF COMMISSIONERS MINUTES

Tuesday, August 1, 2023 10:00 A.M.

Willowbank Office Building  
420 Holmes Street, Room 146  
Bellevue, 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 10:00 AM by Chair of the Board Mark Higgins.

### II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Mark Higgins, Commissioner Amber Concepcion (Zoom), Commissioner Steven Dershem, Administrator John Franek Jr. and Staff Assistant Lisa Long.

County personnel present included Deputy Administrator Natalie Corman, Human Services Administrator Julia Sprinkle, Norm Spackman, Chris Schnure, Beth Lechman, Jim Coslo and Dave Lomison.

Guests present included Denise Mccann.

Representatives from the news media included Maria Cade and Gary Sinderson.

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 made to the agenda.

### V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners meeting held on July 25, 2023 and the Work Session held on July 26, 2023.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Higgins, with Commissioner Dershem abstaining, the Board voted unanimously to approve the minutes from the meetings held on July 25, 2023 and July 26, 2023.*

### VI. RESOLUTION

Resolution 12 of 2023 – John Franek asked the Board to approve a Resolution to transfer a portion of land owned by Centre County to Benner Township as part of the improvements to Rishel Hill Road (T-532).

John stated that a recent traffic study has identified the need for a dedicated right-turn lane on Rishel Hill Rd where it intersects with the Benner Pike. A roughly 1,000 sq. ft sliver of County owned property is needed to build the additional lane.

Commissioner Dershem stated that this is all about safety aspects of the intersection.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 12 of 2023.*

VII. BIDS AND PROPOSALS

- A. John Franek asked the Board to approve a contract with Bowman Excavation / Paving / Concrete for the Willowbank Building Parking Lot Paving Project for \$297,232.00 – Dept 971.

John stated that the work includes a leveling and wearing course of blacktop asphalt, sidewalk and accessibility improvements, new line striping and some curb work.

Commissioner Concepcion stated that she is pleased that this project is moving forward to lessen more damage to the current parking lot.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract with Bowman Excavation / Paving / Concrete for the Willowbank Parking Lot Paving IFB.*

VIII. CONTRACTS – AUTHORIZATION

- A. Elections – Beth Lechman asked the Board to approve the application for the Election Integrity Program Grant established by Act 88. Centre County was granted \$540,987.73 in 2022 and it is expected that we will receive a similar grant amount in 2023 to be used for the period of September 1, 2023 to August 31, 2024 – Dept. 131.

Beth stated that they are expected to receive a similar amount this year and it is based on the voter registration, which was lower this year. They are expected to receive this grant every year.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the application for the Election Integrity Program Grant.*

- B. Planning and Community Development – Chris Schnure asked the Board to approve a Memorandum of Understanding (MOU) for the “Final Plan – Paul K. & Lydia E. Fisher Subdivision of Tax Parcel 15-011-,96B into Lots 4, 5, 6.”; CCPCDO File No. 98-23. This proposal, located in Miles Township, represents a Final Plan submission showing the subdivision of three (3) lots with corresponding infrastructure consisting of 77.29 acres. This subdivision is located along the southern right-of-way of Brush Valley Road (State Route 0192), approximately ½ of a mile east of Rebersburg and is accessed by Beiler Drive (Private) – Dept 151.

Chris Schnure stated that this Memorandum of Understanding is a two-party agreement with the County and the developer, where the developer agrees to pay the County’s engineer for his time in reviewing the plan.

It is about ½ mile east of Rebersburg on 322. They will be dividing it into 3 section lots due to the developer needing to improve Byler Drive into a private street.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Memorandum of Understanding the Final Plan – Paul K. & Lydia E. Fisher Subdivision of Tax Parcel 15-011-96B into Lots 4, 5, 6 to next week’s Consent Agenda.*

- C. 9-1-1 Emergency Communications –Norman Spackman and Denise Mccann asked the Board to approve a Memorandum of Understanding (MOU) with Centre Helps to provide over the phone counseling to callers for the 988 Crisis and Suicide Prevention Lifeline. The 988 organization has requested Centre Helps to have an MOU with Centre County 9-1-1 since their call center is in Centre County. The document defines the responsibilities for Centre Help’s staff when a person calls in with a crisis. The document also defines the non-threatening circumstances which Centre County 9-1-1 dispatchers can transfer the call to Centre Helps and how 9-1-1 will deal with Wireless Exigent requests from Centre Helps. There is no cost to the County and unless the MOU is terminated by a 60 days’ notice of a mutual written agreement of the Parties, it shall not expire – Dept 354.

Denise who is the Executive Director of Centre Helps stated that it’s imperative that individuals in crisis receive the appropriate help based on the type of help they need. The 988 line has been in operation for over a year, and across the country they have seen a 46 % increase in calls. Locally they have seen calls triple within the last year and expect that number to grow.

Commissioner Dershem asked what level of training the 911 dispatchers would need to differentiate between the two different types of calls. Norm stated that there is a strong network in place and all staff are CIT trained. Denise stated the interaction between 911 and 988 happens more when they get a call and they are at an eminent risk and they need 911 to get to that person. 988 staff are able to deescalate the situation 96% of the time.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Memorandum of Understanding with Centre Helps to next week’s Consent Agenda.*

- D. Conservation District – Jim Coslo asked the Board to consider approval of a letter of mutual consent, which updates Attachment F of the WIP/CAP Grant, which is related to the Federal requirements to include Minority Business Enterprise/Women Business Enterprise utilization and reporting requirements for Pennsylvania Department of Environmental Protection – Dept. 822.

Jim stated the letter is related to Federal requirements and the only thing changing is the way things are reported.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the letter of mutual consent for Pennsylvania Department of Environmental Protection.*

#### Human Services

- E. Transportation– Dave Lomison asked the Board to consider approval of the Medical Assistance Transportation Program Participation Grant Agreement for FY 23/24 to provide transportation for those individuals who qualify under the said program. This agreement will be for the trips provided from July 1, 2023 thru June 30, 2024. The projected grant amount is \$968,934 and this will be finalized upon the completion of the State Budget for the period of July 1, 2023 to June 30, 2024 – Dept 561.

Dave stated that these funds help cover the cost of mileage reimbursement, bus passes, and other services that are provided.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Medical Assistance Transportation Program Participation Grant Agreement to next week's Consent Agenda.*

- F. MH/ID EI- D&A – Julia Sprinkle asked the Board to consider a contract renewal with Steve Wicks, Esquire to provide services including legal consultation, attendance at mental health commitment hearings as needed, review of commitment hearing appeals and firearm appeals, and consultation for client requests to obtain records. The contract total is \$10,000 funded as follows: State \$9,539 and County Match \$461 for the period of July 1, 2023 to June 30, 2024 – Dept 561.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the contract with Steve Wicks, Esquire to next week's Consent Agenda.*

IX. CONSENT AGENDA

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve this week's Consent Agenda.*

Human Services

- A. Adult Services – Consider approval of a Contract Addendum #1 with Central PA Community Action to cover additional funds received from the Department of Agriculture (5<sup>th</sup> payment) for food purchases and administrative costs. The contract will be increased by \$2,512.03; from \$96,440.73 to \$98,952.76. The contract total is \$98,952.76 funded as follows: State \$98,952.76 for the period of July 1, 2022 to June 30, 2023 – Dept 501.
- B. Children and Youth Services
- i. Consider approval of a contract with Barbara Topinka/Topinka Law to provide legal services. The contract total is \$5,000 funded as follows: State \$4,000 and County \$1,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.
  - ii. Consider approval of a contract with Alix Croswell to provide consultant/translation services for the County's Office of Children and Youth Services. The contract total is \$1,000 funded as follows: State \$800 and County \$200 for the period of June 7, 2023 to June 30, 2023 – Dept 511.
  - iii. Contract renewal with Alix Croswell to provide consultant/translation services for the County's office of Children and Youth Services. The contract total is \$5,000 funded as follows: State \$4,000 and County \$1,000 for the period of July 1, 2023 to June 30, 2024 – Dept 511.

-----END OF CONSENT-----

BOARD OF COMMISSIONERS MINUTES  
TUESDAY, AUGUST 1, 2023  
PAGE 5

X. AUTHORITIES BOARDS AND COMMISSIONS

BOARD	NAME	ACTION
Local Emergency Planning Committee	Robert Nese	Appointment
Local Emergency Planning Committee	Robert Moore Jr.	Appointment
Local Emergency Planning Committee	Domer Smeltzer	Appointment

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the ABC term appointments.*

XI. CHECK RUN

Check run in the amount of \$1,359,082.00 dated July 28, 2023.

*Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated July 28, 2023.*

XII. ADMINISTRATOR’S REPORT

Administrator John Franek Jr. stated that the sinkhole repairs at the Sheriff’s Office will commence next week. All services at the Sheriff’s Department will continue and there will remain access to the building during the work at all times for the public.

XIII. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported a total of 99,681 voters in Centre County. The Precinct of the week is Precinct #17 State College Northeast. In the last Election there were 545 registered voters with 222 ballots cast for a voter turnout of 40.73%.

B. Announcements

- i. The Board of Commissioners meeting on Tuesday, August 8, 2023 has been CANCELLED.

XIV. EXECUTIVE SESSION REPORT

XV. PUBLIC MEETING SCHEDULE

Tuesday, August 1, 2023

Work Session – 11 AM – Willowbank 146

Board of Election – 3 PM – Willowbank 146

Thursday, August 10, 2023

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146

Tuesday, August 15, 2023

Board of Commissioners – 10 AM – Willowbank 146

Work Session – 11 AM – Willowbank 146

BOARD OF COMMISSIONERS MINUTES  
TUESDAY, AUGUST 1, 2023  
PAGE 6

XVI. QUESTIONS FROM THE PRESS

XVII. ADJOURNMENT

On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:31 AM.

ATTEST: \_\_\_\_\_

John Franek Jr.

Administrator