



BOARD OF COMMISSIONERS' AGENDA

Thursday, August 6, 2020, 10:00 A.M.

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

I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was convened at 10:13 AM by Chair of the Board Michael Pipe.

In attendance were Commissioner Michael Pipe, Commissioner Mark Higgins, Commissioner Steven Dershem, Administrator Margaret Gray, Executive Office Supervisor Natalie Smith, Director of Human Resources Kristen Simkins, Director of Financial Management Tom Martin, and Controller Jason Moser.

County personnel present included Ryan Smeltzer, Ray Stolinas, Jim Coslo, Mary Kay Williams, Prothonotary Jeremy Breon and Lee Sheaffer.

Guests present included Mitzi Gallagher Long.

II. PUBLIC COMMENT

There were no comments received from the public.

III. COVID-19 PLANNING AND RESPONSE

IV. PERSONNEL ITEMS

A. Children and Youth

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Children and Youth items i-ii.

i. Appointment for Lisa M. Riesenbergh, full-time Caseworker 2, C&YS, (p.c. #30, non-exempt, replacing K. Nicolaus), at SG-N13A(01)--\$17.15/hour, effective August 17, 2020, pay period 18. Conditional upon satisfactory completion of pre-employment requirements. Salary impact for 2020 \$1,296, annualized salary savings for 2021 \$1,346 – Dept. 511.

ii. Appointment for Catherine E. Black, full-time Caseworker 1, C&YS, (p.c. #37, non-exempt, replacing A. Rote), at SG-N11A(01)--\$15.59/hour, effective August 17, 2020, pay period 18. Conditional upon satisfactory completion of pre-employment requirements. Salary impact for 2020 \$2,217, annualized salary savings for 2021 \$605 – Dept. 511.

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B. Conservation District

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve items i-ii.

- i. Promotion/change in title for Daina Beckstrand from full-time Nutrient Management Technician 1, Conservation District, (p.c. #06, non-exempt), at SG-N12T(20)--\$23.84/hour to full-time Nutrient Management Technician 2, Conservation District, (p.c. #08, non-exempt, replacing J. Wataha), at SG-N14Q(17)--\$24.71/hour, effective August 16, 2020, pay period 18. Salary savings for 2020 \$1,225, annualized salary impact for 2021 \$1,995. Commissioner Dershem was in agreement with Director Jim Coslo's recommendation to promote Daina following retirement of John Wataha - Dept. 822.
- ii. Personnel requisition for full-time Nutrient Management Technician 1, Conservation District, (p.c. #06, non-exempt, replacing D. Beckstrand), at SG-N12, effective retro to July 31, 2020, pay period 16- Dept. 822.

V. REPORT ON JUDICIAL PERSONNEL ITEMS

VI. REPORT ON ROW OFFICE PERSONNEL ITEMS

A. Sheriff

- i. Sheriff Bryan Sampsel has approved the change in status for Dirk Clouse, from part-time Security Officer 60%, Sheriff, (p.c. #15, non-exempt) to on-call/occasional Security Officer, Sheriff, (p.c. #26, non-exempt, replacing S. Sovich), effective August 16, 2020, pay period 18. (No change in pay rate) Salary savings for 2020 \$3,556, annualized salary impact for 2021 \$349 - Dept. 211.
- ii. Sheriff Bryan Sampsel has approved the personnel requisition for part-time Security Officer, Sheriff, (p.c. #15, non-exempt, replacing D. Clouse), at SG-N08, effective August 3, 2020, pay period 17 - Dept. 211.

- B. Prothonotary** - Prothonotary Jeremy Breon has approved the personnel requisition full-time Department Clerk 3 (75), Prothonotary, (p.c. #25, non-exempt, replacing J. Conklin), at SG-N08, effective July 31, 2020, pay period 16 - Dept. 223.

VII. NON-PERSONNEL ITEMS

- A. Information Technology Services** - Chief Information and Records Officer Chad Joyce presented a contract with Qualtrics, a data collection software that will be used for the County Relief Block Grant application. The contract total is \$6,600 for the period of August 5, 2020 through August 4, 2021 - Dept. 142.

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

On a motion by Commissioner Higgins seconded by Commissioner Dershem, the Board voted unanimously to add item B. to this week's agenda.

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B. unPAved of the Susquehanna River Valley

The event is scheduled of October 11, 2020 and will cross Union, Mifflin and Centre Counties. The organization is working with the DCNR Bureau of Forestry to obtain an event permit. The correspondence received by Commissioner Higgins serves as notification of the event and Commissioner Higgins will notify emergency services for their awareness.

VIII. POLICIES

IX. DISCUSSION ITEMS

Community Development Block Grant – Cares (CDBG-CV)

Director of Planning and Community Development Ray Stolinas introduced Mitzi Gallagher Long of the SEDA Council of Governments who is assisting with the administration of the CDBG-CV grant. A public hearing will be held on Tuesday, August 11 to discuss allocations of the grant. The allocations include emergency services assistance, Centre Volunteers in Medicine (CVIM), Centre Safe, Centre County rent, mortgage, and utility assistance program/ small business assistance program, SEDA COG administration and Centre County administration.

Ms. Gallagher Long reviewed the allocation amounts and received recommendations for change from Commissioner Pipe. The changes must be made during the public comment period, prior to the public hearing on Tuesday, August 11. Commissioner Pipe suggested reducing the number of allocations. The emergency services assistance is capped at an allocation of 30% of the grant funding. He also reviewed CVIM and Centre Safe as they have received funding from other programs, trying to avoid duplicate funding. He would like to see the county's administrative allowance removed and reallocated to another program area, providing the 30% maximum to emergency services assistance and allocating the remainder to emergency food assistance.

The county will be unable to allocate to food pantries as the urgent need totality is 30%, which is allocated to emergency services assistance. Ms. Gallagher Long said that DCED does not support duplication of benefits, such as food pantries which are receiving direct assistance from the USDA.

Ms. Gallagher Long expects that distribution of funds will not be possible until December, maybe November. Commissioner Dershem was in complete agreement with Commissioner Pipe's recommendations. Commissioner Higgins expressed concern that if money is put into rent, mortgage, utility assistance, can money be reallocated if it is not completely used? Ms. Gallagher Long said the funds can be modified or reallocated to other programs that are funded. Commissioner Higgins would like to see Small Business Assistance funded with unused funds reallocated to this program area.

Administrator Margaret Gray asked if there is any overlap that the Board should be concerned about with the County Relief Block Grant (CRBG) and the CDBG CV grant related to micro businesses. Ms. Gallagher Long said the CRBG will help businesses larger than five employees, where the CDBG CV cannot.

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Commissioner Pipe suggested that the Board take action to amend the amounts. He proposed reallocation of the Centre County Administration \$13,300 to the Small Business Assistance Program and from reviewing the other grants given out reduce CVIM from \$20,000 to \$10,000 to be reallocated to Centre County rent/mortgage/utility assistance. Commissioner Higgins and Commissioner Dershem were in agreement.

Final allocation of the CDBG CV funds for Centre County are as follows:

Emergency Services Assistance Program		\$40,875
Centre Volunteers in Medicine	\$20,000	\$10,000
Centre Safe		\$10,000
Centre County rent/mortgage/utility assistance	\$35,377	\$45,337
Small Business Assistance Program	\$30,000	\$43,300
SEDA COG Administration		\$16,600
Centre County Administration	\$13,300	\$0
Total		\$166,152

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the amendments to the CDBG CV program.

Commissioner Pipe asked SEDA COG to provide a start to finish outline of the process and corresponding deadlines.

X. EXECUTIVE SESSION REPORT

XI. PUBLIC MEETING SCHEDULE

Thursday, August 6, 2020

Board of Commissioners/Salary Board – 10:00 AM – Virtual

Retirement Board – 11:00 AM – Virtual

County Relief Block Grant Work Session – 3:00 PM - Virtual

Tuesday, August 11, 2020

Board of Commissioners– 10:00 AM – Room 146WB

Thursday, August 13, 2020

Prison Board of Inspectors – 8:00 AM - Virtual

Board of Commissioners/Salary Board – 10:00 AM – Virtual

XII. QUESTIONS FROM THE PRESS

XIII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:55 PM.

ATTEST:

Margaret N. Gray
Administrator