



## BOARD OF COMMISSIONERS MINUTES

Tuesday, August 23, 2022, 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 John Franek Jr. and Executive Office Supervisor Erin Good.

County personnel present included Deputy Administrator Natalie Corman, Dave Lomison, Terry Trude, Faith Ryan, Anne Messner, Liz Rosenberg, Faith Summers, Chad Joyce, Ray Stolinis and Cody Young.

Guests present included Mitzi Long and Donald Morgan.

C-NET staff were present.

### III. PUBLIC COMMENT

Donald Morgan from Snow Shoe Township offered public comment about the lack of businesses on the Mountaintop for employment and why the Bellefonte Warehouse was chosen for State College.

### IV. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

### V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners Meeting held on Tuesday, August 16, 2022.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted unanimously to approve the minutes from August 16, 2022.*

### VI. BIDS AND PROPOSALS

Multimodal Bridge Rehabilitation Bundle Project – Anne Messner spoke about the contractor recommendations from Larson Design Group for the rehabilitation of the bridges in Curtin, Miles and Spring Townships – Dept. 151.

Larson Design Group opened the bids on August 19, 2022 and there were six bids received.

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BIDDER	TOTAL BID PRICE
Glenn O. Hawbaker, Inc.	\$2,148,818.00
HRI, Inc.	\$2,259,849.00
Clearwater Construction, Inc.	\$2,313,775.00
LTT Trucking, LLC	\$2,349,885.00
Nestlerode Contracting Company, Inc.	\$2,531,074.84
Charles J. Merlo, Inc.	\$2,794,000.00

The lowest bid is overbudget by \$662,658.00. The cost increases are due to mobilization, maintenance and protection of traffic and construction connection of the roadway to the bridge. Commissioner Dershem asked what the outcome will be since the project will be over budget and where the funds will come from. Anne stated the Fee for Local use has \$125,000 set aside and could continue to use those funds as they come in. The next distribution of those funds is in December and then June of 2023, however the timing may not line up. Act 13 funds could also be used to cover the cost of the difference.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve Enter into contract negotiations for the IFB – Multimodal Bridge Rehabilitation Bundle Project with Glenn O. Hawbaker, Inc.*

**VII. LIQUID FUELS – FEE FOR LOCAL USE**

Anne Messner asked the Board to approve the letters of Solicitation to Municipalities for 2023 Liquid Fuels and Fee for Local Use Program Applications – Dept. 411.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Letters of Solicitation to Municipalities.*

**VIII. RESOLUTION**

Mitzi Long asked the Board to approve the following Resolutions:

Resolution 15 of 2022 – A Resolution authorizing the submission of an application to the Pennsylvania Department of Community and Economic Development for the Fiscal Year 2022 under the Community Development Block Grant Program.

Resolution 16 of 2022 – A Resolution appointing Krista Davis as a Section 504 Compliance Officer and establishing a grievance procedure.

Resolution 17 of 2022 – A Resolution appointing Betsy Barndt as the Local Fair Housing Officer.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolutions 15, 16 and 17 of 2022.*

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**IX. CONTRACTS – AUTHORIZATIONS**

A. Planning and Community Development – Mitzi Long asked the Board to approve the Community Development Block Grant (CDBG) 2022 Application. The following documents are required for the CDBG 2022 application along with Resolution 15 of 2022:

- i. Disclosure Report – The total amount of the grant is \$464,918 – Dept. 817.
- ii. General Application Certifications
- iii. Language Access Plan Certification

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the Commissioner Chair to sign the required documents for the CDBG 2022 application.*

B. District Attorney – Liz Rosenberg and Faith Summers asked the Board to approve the grant renewal with Pennsylvania Commission on Crime and Delinquency (PCCD) for the Rights and Services Act (RASA) and Victims of Juvenile Offenders (VOJO) grant submission. These grants fund the Victim Witness Office, which provides services in accordance with the Victims Bill of Rights that educates and assists victims throughout the Court process. The grant total is \$311,075 for the period of January 1, 2023 to December 31, 2024 – Dept. 221.

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

C. Probation – Terry Trude asked the Board to approve the grant Agreement with Juvenile Court Judges' Commission to provide juvenile probation services for the fiscal year 2022-2023. The grant agreement total is \$104,043 for the period of July 1, 2022 to June 30, 2023 – Dept. 305.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the grant agreement with Juvenile Court Judges' Commission to next week's Consent Agenda.*

D. Information Technology Services – Chad Joyce asked the Board to approve the contract with Optisigns, Inc. to provide digital signage software for the County. The contract total is \$112.50 for the period of August 30, 2022 to August 29, 2023 – Dept. 142.

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

Human Services

E. Adult Services

Faith Ryan asked the Board to approve the following items:

- i. Approve the submission for the Continuum of Care - Housing and Urban Development (CoC-HUD) Rapid Re-Housing funds for the fiscal year 23-24 through the Department of Housing and Urban Development. Centre County will be requesting \$385,415 for the fiscal year 2022 Renewal Project for the period of October 1, 2023 to September 30, 2024 – Dept. 501.

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**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the submission for the Continuum of Care - Housing and Urban Development Rapid Re-Housing funds for the fiscal year 23-24 through the Department of Housing and Urban Development.*

- ii. Contact addendum number one with Housing Transitions, Inc. to extend the contract for ESG-CV2 rapid re-housing services. The contract timeline is extended from May 11, 2021 – April 22, 2022 to May 11, 2021 – June 30, 2022. There is no change to the funding allocation or services provided. The contract total is \$182,691 funded as follows: Federal \$182,691 – Dept. 501.
- iii. Contract addendum number two with Housing Transitions, Inc. to extend the contract for ESG-CV1 emergency shelter and rapid re-housing services. The contract timeline is extended from July 8, 2020 - June 30, 2022 to July 8, 2022 to August 31, 2022. There is no change to the funding allocation or services provided. The contract total is \$453,378.96 funded as follows: Federal \$453,378.96 – Dept. 501.
- iv. Contract addendum number two with Housing Transitions, Inc. for a second contract extension for ESG-CV2 rapid re-housing services. The contract timeline is extended from May 11, 2021 – June 30, 2022 to May 11, 2021 – August 31, 2022. There is no change to the funding allocation or services provided. The contract total is \$182,691 funded as follows: Federal \$182,691– Dept. 501.
- v. Contract renewal with Centre Helps to serve as an Emergency Rental Assistance Program (ERAP) Application Assistance Housing Urban Development (HUB) in Centre County for the fiscal year 22-23. The contract total is \$100.00 per hour funded as follows: Federal \$100.00 per hour for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- vi. Contract renewal with Centre Helps to provide services for the Community Help Line, which is a 24/7 information and referral hotline for the fiscal year 22-23. The contract total is \$70,000 funded as follows: State \$70,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- vii. Contract renewal with Centre Helps to provide basic needs case management services for the fiscal year 22-23. The contract total is \$23,290 funded as follows: State \$23,290 for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- viii. Contract renewal with Central PA Community Action as the Local Lead Agency for the State Food Purchase Program (SFPP) and The Emergency Food Assistance Program (TEFAP) in Centre County. The contract total is \$96,440.73 funded as follows: State \$96,440.73 for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- ix. Contract renewal with Housing Transitions, Inc. to provide Bridge (transitional) Housing Services that allows clients who are in temporary housing to move to supportive, long-term living arrangements while preparing to live independently. The contract total is \$59,924 funded as follows: State \$59,924 for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- x. Contract renewal with Housing Transitions, Inc. to provide Homemaker Planning Case Management services to low-income disabled persons/special populations. The contract total is \$19,529 funded as follows: State \$19,529 for the period July 1, 2022 to June 30, 2023 – Dept. 501.

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- xi. Contract renewal with Housing Transitions, Inc. for the 211 Coordinated Entry Walk-In Center to service homeless individuals and families who are experiencing the highest barriers toward securing permanent housing. The contract total is \$61,059 funded as follows: State \$61,059 for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- xii. Contract renewal with Centre Volunteers in Medicine for basic needs medical case management services for individuals who require assistance with medical and health insurance navigation and enrollment support, as well as identifying and securing other community resources. The contract total is \$11,665 funded as follows: State \$11,665 for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- xiii. Contract renewal with Interfaith Human Services, Inc. for financial care case management services to provide clients with budget counseling, information about other financial assistance opportunities and referrals for programming to help meet and sustain their basic needs. The contract total is \$5,500 funded as follows: State \$5,500 for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- xiv. Contract renewal with Service Access & Management, Inc. (SAM Inc.) to provide administrative assistance services for the Rental and Mortgage Assistance Program. The contract total is \$126,900 funded as follows: State \$126,900 for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- xv. Contract renewal with Centre Safe for Bridge (transitional) Housing to provide clients who are in temporary/emergency housing to move to supportive, long-term living arrangements while preparing to live independently. The contract total is \$73,545 funded as follows: State \$73,545 for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- xvi. Contract renewal with Calvary Church to provide for the Centre County Home Repair Program to eligible home owners who are at a high risk of being homeless, currently involved with and/or at high risk of involvement with protective services, and are unable to pay for or finance home repairs. The contract total is \$75,000 funded as follows: State \$75,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 501.
- xvii. Contract renewal with Housing Transitions, Inc. for Housing Urban Development (HUD) funded rapid re-housing services that offer rental assistance and case management services to individuals and families who are homeless with the goal of helping them quickly exit homelessness and maintain permanent housing. The contract total is \$385,415 funded as follows: Federal \$385,415 for the period October 1, 2022 to September 30, 2023 – Dept. 501.

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

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F. MH/ID/EI

Deputy Administrator Natalie Corman asked the Board to approve the following items:

- i. Letter of Agreement with UPMC Home Healthcare of Central Pennsylvania doing business as Home Nursing Agency to provide early intervention services including occupational and physical therapy, special instruction, speech pathology and IFSP teaming. The contract total is \$20,000 funded as follows: State \$18,000 and County Match \$2,000 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- ii. Linkage Agreement with Geisinger Health System – Department of Psychiatry and Behavioral Health to ensure services for individuals requesting mental health and/or intellectual disabilities treatment. This is a requirement per state regulations. There is no cost for the agreement for the period of August 30, 2022 to August 30, 2024 – Dept. 561.
- iii. Contract Addendum 1 with Kim Rimmey to provide additional community mental health children’s services in the amount of \$2,110. The service provider’s contract maximum will increase from \$27,500 to \$29,610. The contract total is \$29,610 funded as follows: State \$28,245 and County Match \$1,365 for the period of July 1, 2021 to June 30, 2022 – Dept. 561.
- iv. Contract renewal with Strawberry Fields, Inc. to provide mental health services including community residential, targeted case management and housing support. The contract total is \$1,323,319 funded as follows: State: \$1,262,314 and County Match \$61,005 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- v. Contract renewal with The Advocacy Alliance to provide mental health services including social rehabilitation and child and family support teams (CFST) case management surveys. Intellectual disability services including incident management services. The contract total is \$19,000 funded as follows: State \$18,124 and County Match \$876 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- vi. Contract renewal with Eagle Ridge Personal Care Home, LLC to provide mental health housing support services and supported living. The contract total is \$14,640 funded as follows: State \$13,965 and County Match \$675 for the period of July 1, 2022 to June 30, 2023– Dept. 561.
- vii. Contract renewal with Merakey Pennsylvania to provide mental health services including family based and family support services. The contract total is \$3,500 funded as follows: State \$3,339 and County Match \$161 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- viii. Contract renewal with Service Access and Management, Inc. (SAM, Inc.) to provide mental health services including emergency crisis delegate services. The contract total is \$166,633 funded as follows: State \$158,951 and County Match \$7,682 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the MH/ID/EI items i-viii to next week’s Consent Agenda.*

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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. Planning and Community Development – Professional Services Agreement with Baker Tilly US, LLP to provide auditing services to the Centre County Public Safety Training Center Equipment Storage and Classroom Building Project per the Department of Community and Economic Development grant recipient requirement. Audit services are not to exceed \$4,000 and to be completed on or before October 31, 2022. The contract total is \$4,000 for the period of September 1, 2022, to October 31, 2022 – Dept. 151.
- B. Elections – Consider approval of purchasing four Dell laptops and five Dell desktops in order to meet the requirements of the new SUREVote System. The SUREVote System will be fully implemented in December of 2022. The total for the equipment is \$12,314.21 which will be covered by the 2022 Election Security Grant – Dept. 131.

Human Services

- C. Transportation – Consider approving and accepting the Medical Assistance Transportation Program (MATP) allocation for the fiscal year 2022-2023 in the amount of \$830,750 – Dept. 531.
- D. Aging – Consider approval of a lease renewal agreement with John and Tammy Meyers to provide leasing of Madisonburg Senior Center at 102 Leisure Lane, Apt A, Madisonburg, PA 16852. The lease is from November 1, 2022 to June 30, 2025. Each year a built-in increase in rent of 2% has been put into the lease. Year one: \$1,200; Year two: \$1,224; Year three: \$1,249. If both parties agree the lease can be extended for two additional years. The total cost of the 32-month lease is \$39,276 for the period of November 1, 2022 to June 30, 2025 – Dept. 521.
- E. MH/ID/EI
  - i. Contract addendum 2 with Cen-Clear Child Services, Inc to provide funding for additional mental health family-based services in the amount of \$4,600. The service provider's contract maximum will increase from \$35,000 to \$39,600 and is funded as follows: State \$37,774 and County Match \$1,826 for the period of July 1, 2021 to June 30, 2022 – Dept. 561.
  - ii. Memorandum of Understanding (MOU) between Behavioral Health Alliance of Rural Pennsylvania (BHARP) and BHARP signatory County Agencies which includes Centre County. The MOU outlines the responsibilities of BHARP and the County in regard to the HealthChoices Program. BHARP agrees to pay each Agency \$30,000 per year and an additional \$4,000 per year if the Agency's representative is an active member of the BHARP Executive Committee. The MOU is for the period of January 1, 2022 to December 31, 2022 – Dept. 561.
  - iii. Contract renewal with Cen-Clear Child Services, Inc. to provide mental health services including psychiatric evaluations and medication visits, group and individual psychotherapy, peer support, counseling and therapy and case management. The contract total is \$33,500 funded as follows: State \$31,956 and County Match \$1,544 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.

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- iv. Letter of Agreement with Steve Wicks, Esquire to provide services including legal consultation, attendance at mental health commitment meetings as needed, review of commitment hearing appeals and firearm appeals and consultation for client request 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, 2022 to June 30, 2023 – Dept. 561.
- v. Letter of Agreement with Peerstar, LLC to provide mental health services including individual and group peer support for adults and children/adolescents. The contract total is \$3,500 funded as follows: State \$3,339 and County Match \$161 for the period of July 1, 2022 to June 30, 2023– Dept. 561.
- vi. Letter of Agreement with Mary Ann Kresen, Esquire to provide legal services for MH/ID/EI commitment hearings. The estimated contract total is \$10,000 funded as follows: State \$9,539 and County Match \$461 for the period of July 1, 2022 to June 30, 2023– Dept. 561.
- vii. Contract renewal with Oasis Lifecare, LLC to provide mental health services including outpatient and emergency services. The contract total is \$25,800 funded as follows: State \$24,611 and County Match \$1,189 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- viii. Contract renewal with Crossroads Counseling, Inc. to provide mental health services including psychiatric evaluation and medication visits, individual and group psychotherapy and tele-psychiatry. The contract total is \$26,000 funded as follows: State \$24,801 and County Match \$1,199 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- ix. Contract renewal with Eagle Valley Personal Care Home, Inc. to provide mental health services including housing support, community residential services and family support services. The contract total is \$600,000 funded as follows: State \$572,340 and County Match \$27,660 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- x. Contract renewal with Eagle View Personal Care Home, LLC to provide mental health services including community residential support. The contract total is \$450,000 funded as follows: State \$429,255 and County Match \$20,745 for the period of July 1, 2022 to June 30, 2023 – Dept. 561.
- xi. Linkage agreement with DuBois Regional Medical Center doing business as Penn Highlands Dubois to provide the provision of care and/or services to a child/adolescent patient of the Psychiatric Residential Facility at Penn Highland DuBois from the period of August 1, 2022 to July 31, 2024 – Dept. 561.
- xii. Consider approval of an annual subscription renewal with Survey Monkey. This is made available to other departments within the Centre County Government. The contract total is \$372 funded as follows: State \$355 and County Match \$17 for the period of September 21, 2022 to September 21, 2023 – Dept. 562.

**XI. CHECK RUN**

Check run in the amount of \$1,857,656.20 dated August 19, 2022.

**Action:** *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated August 19, 2022.*



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XII. ADMINISTRATOR’S REPORT

Administrator John Franek Jr. reported the Election Integrity Grant Program was digitally signed for \$540,987.73. The funds are expected to be received by September 1, 2022.

XIII. AUTHORITIES, BOARDS, AND COMMISSIONS

<b>ABC</b>	<b>Name</b>	<b>Action</b>	<b>Term</b>
Aging Advisory Council	Susan Babcock Hoover	Appointment	August 23, 2022-December 31, 2024
Aging Advisory Council	Constance Martin	Appointment	August 23, 2022-December 31, 2024
Aging Advisory Council	Matthew Fenton	Appointment	August 23, 2022-December 31, 2024

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

XIV. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported there are 105,233 registered voters in Centre County. The precinct of the week is #72 Rush Township with 1,207 registered voters. In the General Primary Election there were 578 ballots cast for a voter turnout of 47.89%.

B. Announcements

Centre County Government Offices will be closed on Monday, September 5, 2022 for Labor Day.

XV. EXECUTIVE SESSION REPORT

XVI. PUBLIC MEETING SCHEDULE

**Thursday, August 25, 2022**

Finance Committee – 9 AM – Willowbank 146

Board of Commissioners – 10 AM – Willowbank 146

Salary Board – 10 AM – Willowbank 146k

**Tuesday, August 30, 2022**

Board of Commissioners – 10 AM – Willowbank 146

Board of Commissioners Work Session – 11 AM – Willowbank 146

XVII. QUESTIONS FROM THE PRESS

XVIII. ADJOURNMENT

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to adjourn the meeting at 10:44 AM.

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

John Franek Jr.

Administrator