



BOARD OF COMMISSIONERS MINUTES

Tuesday, August 29, 2023 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Belleville, 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, Commissioner Steven Dershem, Administrator John Franek Jr. and Executive Office Supervisor Erin Good.

County personnel present included Deputy Administrator Natalie Corman, Human Services Administrator Julia Sprinkle, Ray Stolin, Xochi Confer, Diana Griffith, Karri Hull, Jessica Shearer and Beth Lechman.

Guests present included Tray Haas-Ungard and Allayn Beck.

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 to the agenda.

V. MEETING MINUTES

The Board will consider approving the minutes from the Board of Commissioners meeting held on August 22, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the meeting held on August 22, 2023.

VI. PROCLAMATION

Proclamation 35 of 2023 – Tracy Haas-Ungard and Allayn Beck joined the Board in proclaiming September 2023 as Hunger Action Month in Centre County.

Tracy, who is with the Central PA Food Bank serves 27 Counties. In September, they join together with Feeding America and other food banks to raise awareness about hunger. Tracy stated as of now, they are serving more people than ever and encourages the public to donate, participate, educate and help advocate.

Allayn with the State College Food Bank serves not only State College but all of Centre County and has seen a 42% increase in their services.

Commissioner Concepcion was surprised to hear the increase of the food banks and asked what can be done to help. Commissioner Dershem stated the inflation increases is a huge concern to him and appreciates all the hard work of the local Food Banks. Commissioner Higgins thanked Tracy and Allayn for attending and encourages local citizens to help advocate and donate if they are able.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 35 of 2023 proclaiming September 2023 as Hunger Action Month in Centre County.

Proclamation 36 of 2023 – Karri Hull and Jessica Shearer joined the Board in proclaiming August 31, 2023 as Overdose Awareness Day and September 2023 as National Recovery Month in Centre County.

Karri stated Centre County HOPE Initiative will hold their annual candlelight ceremony tomorrow night at 6:30 PM at the Courthouse steps to remember their loved ones that were lost to addiction. The Courthouse will also be lit purple for the month of September to honor National Recovery Month. Karri stated 42,000 individuals have lost their life in Pennsylvania since 2012 and 164 individuals have lost their lives in Centre County to overdoses.

Commissioner Dershem stated the first step is overcoming the stigma. There are many families that are left behind without their loved ones due to addiction and there are solutions available to get individuals into treatment. The Board looks forward to attending the powerful event tomorrow night at the Courthouse steps and encourages the public to attend, especially those who have been personally affected by substance abuse.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Proclamation 36 of 2023 proclaiming August 31, 2023 as Overdose Awareness Day and September 2023 as National Recovery Month in Centre County.

VII. RESOLUTION

Resolution 17 of 2023 – Xochi Confer asked the Board to approve a Resolution that amends Resolution 9 of 2019, Resolution 4 of 2021, Resolution 13 of 2021 and Resolution 20 of 2022 to adjust the source of local match for the Pennsylvania Department of Transportation Multimodal Transportation Fund grant funding.

Xochi stated this Resolution is in relation to the 2018 Bridge Rehabilitation Project for the T-505 Main St Orviston Bridge and there was a slight change, with an additional \$23,400 added to the project. The \$23,400 must be added to the Act 13 Bridge funds because that money must be added onto the MPO tip amendment for distribution.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to adopt Resolution 17 of 2023.

VIII. CONTRACTS – AUTHORIZATION

A. Planning and Community Development

- i. Xochi Confer asked the Board to approve the change order No. 1 for the Centre County Multimodal Bridge Rehabilitation Bundle Project. The project is increased by an additional \$23,400 in Act 13 Funds for the rehabilitation and traffic control on the T-505 Main St Orviston Bridge for a new project total of \$2,172,218 – Dept. 151.

- ii. Xochi Confer asked the Board to approve the change order No. 2 for the Centre County Multimodal Bridge Rehabilitation Bundle Project to extend the completion date from May 30, 2024 to June 17, 2024 to allow the contractor time to complete the construction of the T-505 Curtin Township bridge in the Spring of 2024 – Dept. 151.
- iii. Ray Stolinas asked the Board to approve a contract with the Commonwealth of Pennsylvania, acting through the Office of Budget, for the project known as the Centre Volunteers in Medicine Clinic Construction Redevelopment Assistance Capital Program (RACP), in the amount up to \$3,000,000 funded by the State with a total project cost of \$6,228,940 for the time period of August 29, 2023 to August 31, 2028 – Dept 151.
- iv. Diana Griffith asked the Board to approve a grant application submission for the American Farmland Trust’s Land Transfer Navigator Program. The AFT has identified Centre County as meeting eligibility to apply for a \$100,000 grant to assist famers with succession planning and land transfers. The grant requires a four-year commitment. If selected, the County would receive \$25,000 annually for the next four years to support transitioning farmland owners and will need to document in-kind annual expenses of \$13,000 per year for the time period of November 2023 through October 2027 – Dept. 151.

Diana stated the grant would help establish a land transfer navigator program as well as provide training. If selected, the County would be one of 35 award recipients nationwide.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the planning items i-iv.

- B. Capital Projects – Administrator John Franek Jr. asked the Board to approve an AIA contract through COSTARS with David M. Maines Associates, Inc. to replace the Centre Crest roof in the amount of \$1,451,365.00 – Dept. 971.

John stated this would allow the solar array to be constructed on the roof in the future and would be considered a multiphase construction.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the contract with David M. Maines Associates, Inc.

- C. Centre County Recycling Authority – Joanne Shafer asked the Board to approve a Municipal Waste Planning Grant award through the Pennsylvania Department of Environmental Protection to assist with costs associated with the Waste Characterization Study, Long Range Strategic Plan, Market Pay Rate Study, Solid Waste Disposal Capacity RFP, financial model and legal services. The project total is \$54,203, which is funded as follows: State \$43,362 and CCRRA \$10,841 for the period of March 1, 2021 through March 30, 2023 – Dept. 444.

Joanne stated the CCRRA will collect recyclables at the home Penn State Football games and there will also be a free tire recycling event held on September 16th from 8 AM until 2 PM, registration is required. There will also be a free shredding event on October 7th for Paul Takac.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the Municipal Waste Planning Grant award through the Pennsylvania Department of Environmental Protection.

- D. Elections – Beth Lechman asked the Board to approve a contract renewal with Phoenix Graphics, Inc. to provide Vote-By Mail Packet services for the 2023-2027 Elections. Below is the pricing chart which will vary depending on the number of mail-in ballots that are requested for each Election for the period of July 18, 2023 to December 31, 2027 - Dept. 131.

Item	Price per Package	
	Ballot Print: Black Only	Ballot Print: Color
Minimum Charge Per Order	\$585	\$600
300-500 Packages Per Day	\$1.95	\$2.00
More Than 500 Ballots Per Day	\$1.52	\$1.55
Additional Two-sided Insert	\$0.10	\$0.10
Posta IMB Tracking From the Voter	\$0.10	\$0.10

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

Human Services

- E. MH/ID EI- D&A – Julia Sprinkle asked the Board to approve a letter of Agreement with Cen-Clear Child Services, Inc. to provide early intervention services including occupational therapy, physical therapy, special instruction, speech pathology, and IFSP training. The contract total is \$125,000 funded as follows: State \$112,500 and County Match \$12,500 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 Letter of Agreement with Cen-Clear Child Services, Inc. to next week's Consent Agenda.

- F. Children and Youth Services

Julia Sprinkle asked the Board to approve the following items:

- i. Consider approval of a Memorandum of Understanding with the Statewide Adoption Network (SWAN) to provide Older Child Matching Initiatives (OCMI) through the SWAN grant that is included in the Needs Based Plan and Budget. We are requested to sign a new MOU for these services each fiscal year. There is no cost to the County for the period of July 1, 2023 to June 30, 2024 – Dept 511.
- ii. Consider approval of the certification statement for the Needs Based Plan and Budget Amendment for FY 22-23. This amendment is required to be submitted as our actual costs for FY 22-23 were over our approved budget amount in the category of Institution Placement, requiring the approved budget to be amended and allow for funds to be redistributed from Administration to Institution Placement – Dept. 511.

- iii. Consider approval of the Act 148 Fourth Quarter Fiscal Year 2022/2023 Report for the period of April 1, 2023 to June 30, 2023 – Dept 511.
- iv. Contract renewal with Children’s Advocacy Center to provide Forensic Interview Services. The contract total is \$24,000 funded as follows: State \$19,200 and County \$4,800 for the period of July 1, 2023 to June 30, 2024 – Dept. 511.
- v. Contract renewal with The Bair Foundation to provide foster care services for dependent/delinquent youth. The contract total is \$30,000 funded as follows: State \$24,000 and County \$6,000 for the period of July 1, 2023 to June 30, 2024 – Dept. 511.
- vi. Contract renewal with Aimee Senott to provide counseling services. The contract total is \$20,000 funded as follows: State \$16,000 and County \$4,000 for the period of July 1, 2023 to June 30, 2024 – Dept. 511.
- vii. Contract renewal with Community Specialist Corporation to provide foster care/residential services for dependent/delinquent youth. The contract total is \$115,000 funded as follows: State \$92,000 and County \$23,000 for the period of July 1, 2023 to June 30, 2024 – Dept. 511.
- viii. Contract renewal with Summit School, Inc. to provide foster care/residential services for dependent/delinquent youth. The contract total is \$97,000 funded as follows: State \$77,600 and County \$19,400 for the period of July 1, 2023 to June 30, 2024 – Dept. 511.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to add the Children and Youth Services items i-viii to next week’s Consent Agenda.

IX. LIQUID FUELS – FEE FOR LOCAL USE

- i. Administrator John Franek Jr. asked the Board to approve a Fee for Local Use application for Centre Hall Borough in the amount of \$15,000 for the paving of Hoffer Avenue, Grandview Road, Logan Alley, Cherry Alley and Miles Alley – Dept. 412.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the Fee for Local Use application for Centre Hall Borough.

X. CONSENT AGENDA

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

- A. Coroner – Collaboration with the Pennsylvania Department of Health (DOH), Pennsylvania Violent Death Reporting System (PAVDRS) to provide coroner/medical examiner reports, toxicology reports and autopsy reports for violent deaths in Centre County for Death Cases identified from January 1, 2022 to December 31, 2022. Participation in this program will provide \$8,000 in revenue - Dept. 212.

Human Services

- B. MH/ID EI- D&A – Consider approval of a Memorandum of Understanding with Cen-Clear Child Services, Inc. This MOU will outline procedures for screening and referrals, evaluations, Individualized Family Services Plans, and transition plans. There is no cost for

the agreement for the period of July 1, 2023 to June 30, 2024 – Dept. 561.

- C. Planning and Community Development – Consider approval of the Memorandum of Understanding for the “Final Land Development Plan for LandPro Equipment”; CCPCDO File No. 62-23. This proposal constitutes a Final Plan submission showing the development of a 19,443 square foot commercial sales and equipment repair building (specializing in agriculture, lawn & garden and light industrial equipment), a 7,500 square foot accessory pole building for the storage of equipment along with corresponding infrastructure (i.e., stormwater management, access roads, parking, etc.) located along the southern right-of-way of State Route 0322 at its intersection with Summer Lane (T-599) in Potter Township - Dept 151.

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

XI. AUTHORITIES, BOARDS, AND COMMISSIONS

BOARD	NAME	ACTION	TERM
Ag Land Preservation Board	Lamartine Hood	Appointment	September 1, 2023 – August 31, 2026
Ag Land Preservation Board	James Heckman	Re-Appointment	September 1, 2023 – August 31, 2026
Ag Land Preservation Board	Ralph Wheland	Re-Appointment	September 1, 2023 – August 31, 2026
Ag Land Preservation Board	Dennis Buffington	Resignation	September 1, 2020 – August 31, 2023

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the ABC Appointment, Re-Appointments and Resignation.

XII. CHECK RUN

Check run in the amount of \$1,198,456.84 dated August 25, 2023.

Action: On a motion by Commissioner Concepcion, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run dated August 25, 2023.

XIII. ADMINISTRATOR’S REPORT

XIV. REPORTS – ANNOUNCEMENTS

A. Voter Registration Report

Commissioner Dershem reported a total of 99,867 registered voters in Centre County. The Precinct of the Week is Precinct #21 State College South East. In the last Election there were 918 registered voters with 384 ballots cast for a voter turnout of 41.84%.

B. Announcements

- i. Centre County Government Offices will be closed on Monday, September 4, 2023 in observance of Labor Day.

BOARD OF COMMISSIONERS MINUTES
TUESDAY, AUGUST 29, 2023
PAGE 7

XV. EXECUTIVE SESSION REPORT

XVI. PUBLIC MEETING SCHEDULE

Tuesday, August 29, 2023

Board of Commissioners Work Session – 11 AM – Willowbank 146

Thursday, August 31, 2023

Finance Committee – 9 AM – Willowbank 146

Tuesday, September 5, 2023

Board of Commissioners – 10 AM – Willowbank 146

XVII. QUESTIONS FROM THE PRESS

XVIII. ADJOURNMENT

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

ATTEST: _____

John Franek Jr.

Administrator