



BOARD OF COMMISSIONERS' MINUTES

Thursday, September 10, 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 10:00 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, Human Resource Director Kristen Simkins, Director of Financial Management Tom Martin, and Controller Jason Moser.

County personnel present included Chad Joyce, Mary Kay Williams, and Betsy Barndt.

Guests present included Molly Kunkle and Rob Schmidt.

II. PUBLIC COMMENT

There were no comments received from the public.

III. PUBLIC COMMENT

IV. MEETING MINUTES

Minutes from the Thursday, September 3, 2020 Board of Commissioners' Meeting.

Action: *On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted to approve the minutes from September 3, 2020. Commissioner Higgins abstained from the vote.*

V. COVID-19 PLANNING AND RESPONSE

The following items will be discussed at the Board of Commissioners Work Session at 3 PM.

- A. County Relief Block Grant Update
- B. CARES Act Allocation to Mount Nittany Medical Center

BOARD OF COMMISSIONERS' MINUTES

THURSDAY, SEPTEMBER 10, 2020

PAGE 2

VI. PERSONNEL ITEMS

- A. Correctional Facility – On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the personnel requisition for part-time Corrections Officer, Correctional Facility, (p.c. #32, non-exempt, replacing J. Williams), at SG-N10, effective retro to September 3, 2020, pay period 19– Dept. 333.
- B. Controller - Controller Jason Moser introduced Relief with Respect to Employment Tax Deadlines Applicable to Employers Affected by the Ongoing Coronavirus (COVID-19) Disease 2019 Pandemic – Dept. 125.

The U.D. Treasury issued guidance on August 28, allowing for the deferral of the collection of payroll tax from September 1, 2020 through December 31, 2020. The deferred tax would however be collected between January 1, 2021 through April 30, 2021. Controller Moser's recommendation is that the County continue collection and submission of payroll tax in 2020.

Commissioner Pipe asked Controller Moser how other counties are handling this matter. From discussions, Jason understands that most counties will continue with the collection and not defer. With an obligation to collect later on, Commissioner Dershem feels that it would be ridiculous to defer collection.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously for Centre County Government to continue deduction of Social Security and Medicare tax status quo with no changes.

VII. REPORT ON JUDICIAL PERSONNEL ITEMS

VIII. REPORT ON ROW OFFICE PERSONNEL ITEMS

IX. NON-PERSONNEL ITEMS

A. Housing

- i. Satisfaction piece for Joyce Flory for the premises located at 143 Old Fort Road, Spring Mills, PA - Dept. 815.
- ii. Satisfaction piece for Desiree Howell and Kyle Glipin for the premises located at 1121A West Aaron Drive, State College, PA - Dept. 815.

Action: *On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the satisfaction pieces for Joyce Flory in Spring Mills, PA and Desiree Howell and Kyle Glipin in State College, PA.*

B. Human Resources

- i. Contract with Advantage Resource Group to provide temporary employment services at the rate of \$21.70 per hour – Dept. 114.
- ii. Contract with The HR Office to provide temporary employment services at the rate of \$22.80 per hour – Dept. 114.

BOARD OF COMMISSIONERS' MINUTES

THURSDAY, SEPTEMBER 10, 2020

PAGE 3

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

X. DISCUSSION ITEMS

Kristen Simkins requested that the Board consider two agreements with two temporary agencies Advantage Group and the HR Office to fill the receptionist position in the Willowbank Building.

Commissioner Pipe asked for more specific information regarding the current pay for the reception position and the pay for the temporary service. Kristen stated that the County position pays approximately \$14.86 per hour, with the temporary position costing the County \$22.80 per hour through the HR office and \$21.70 through Advantage Resource Group. Administrator Margaret Gray noted that this is a COVID-19 expenditure and will be funded by the County Relief Block Grant.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to add the contracts with The HR. Office and Advantage Resource Group under Non-Personnel Items as item B.

XI. EXECUTIVE SESSION REPORT

XII. QUESTIONS FROM THE PRESS

XIII. ADJOURNMENT

On a motion by Commissioner Dershem, seconded by Commissioner Pipe, the Board voted unanimously to adjourn the meeting at 10:14 PM.

ATTEST:

Margaret N. Gray
Administrator